



NOTICE OF MEETING CITY OF PACIFIC GROVE

CITY COUNCIL

REGULAR MEETING AGENDA

Wednesday, September 2, 2026, 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. Public comments received through this email address by noon on the day of the meeting will be posted with the corresponding agenda item.

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.

JOIN THE ZOOM WEBINAR TO PARTICIPATE LIVE AT:

https://www.cityofpacificgrove.org/Zoom_CC

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

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE: Mayor Smith

1. APPROVAL OF AGENDA

2. PRESENTATIONS

- A. Mayor's Proclamation: Declaring September 2026 as Childhood Cancer Awareness Month **PG 6**
Reference: Nick Smith, Mayor
Recommended Action: Recieve the presentation.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

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

- A. 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 II. Unfinished and Ongoing Business

- A. Minutes of the August 19, 2026 Regular and Special Meetings **PG 8**
Reference: Staphany Arriola, Management Analyst
Recommended Action: Approve the 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 11. Unfinished and Ongoing Business or 12. New Business

A. League of California Cities (LoCC) Annual Conference Voting Delegate and Alternate(s)

Reference: Staphany Arriola, Management Analyst (Confidential) **PG 16**

Recommended Action:

1. Designate and adopt by resolution the Mayor as voting delegate and Mayor Pro Tem as alternate to represent the City on policy matters at the League of California Cities (LoCC) Annual Conference on September 23-25, 2026 in Anaheim, California.
2. Alternatively, discuss and take other action related to this item.

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

7. **ORDINANCES**

Items pulled from this section will be placed under 10. Public Hearings

A. Ordinance Amending the City of Pacific Grove's Conflict of Interest Code **PG 23**

Reference: Sandra Kandell, City Clerk

Recommended Action: Hold second reading and adopt an ordinance to amend Pacific Grove Municipal Code (PGMC) Chapter 2.40 Conflict of Interest to account for the addition of positions listed as “designated employees”; determine that, for the purposes of the City of Pacific Grove’s (City) Conflict Code, the City is the “agency;” and approve the updated Conflict of Interest Code.

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

B. Ordinance Amending City Municipal Code Chapter 2.16 (Purchasing System and Procedures)

Reference: Fred Marsh, Administrative Services Director **PG 30**

Recommended Action: Hold second reading and adopt an ordinance amending Municipal Code Chapter 2.16 (Purchasing System and Procedures).

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 11. Unfinished and Ongoing Business or 12. New Business

A. Check Register, Purchase Order and Budget Status Reports - July 2026 / Q4 **PG 44**

Reference: Honorable Mayor and Members of the City Council

Recommended Action:

1. Receive the Check Register, Purchase Order Report, and Budget Status 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

9. **REPORTS – REQUIRING ACTION**

Items pulled from this section will be placed under 11. Unfinished and Ongoing Business or 12. New Business

A. City Support of League of California Cities’ Resolution at Annual Conference **PG 72**

Reference: Sandra Kandell, City Clerk

Recommended Action:

1. Support the resolution offered for consideration at the League of California Cities’ Annual Conference.
2. Direct the City of Pacific Grove (City) Delegate to vote in favor of the resolution during the Conference General Assembly.
3. Alternatively, discuss and take other action related to this item.

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

B. Approval of an Agreement with Milo VR **PG 103**

Reference: Brian Anderson, Commander and Casey J. Day, Chief of Police

Recommended Action:

1. Staff recommends that the City Council authorize the City Manager to execute a purchase agreement with FAAC Incorporated for the procurement of the MILO Range Mobile Situational Awareness Training System (MSATS) and extended warranty for the Pacific Grove Police Department. The purchase shall not exceed \$60,000.00, including associated items and applicable taxes.
2. Alternatively, discuss and take other action.

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

C. Contract Amendment #4 with Harris & Associates, Inc. for Professional Planning Services

Reference: Jon Biggs, Community Development Director **PG 111**

Recommended Action: Approve a one year extension of the term of a Professional Services Agreement with Harris & Associates, Inc. for a total contract agreement amount not to exceed the present budget of \$876,805 for Contract planning staffing services for Fiscal Year 26-27.

CEQA: Categorical Exemption, CEQA Guidelines Section 15061(b)(3)

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

Items pulled from this section will be placed under 12. New Business

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.

12. **UNFINISHED AND ONGOING BUSINESS**

- A. Affordable Housing Opportunities – Unpermitted ADU's **PG 128**
Reference: Jon Biggs, Community Development Director
Recommended Action: Receive report and provide direction and feedback.
CEQA: Categorical Exemption, CEQA Guidelines Section 15061(b)(3)

13. **NEW BUSINESS**

14. **FULL PRESENTATIONS**

15. **CLOSED SESSION**

ADJOURNMENT

NOTICE OF ADA COMPLIANCE: Pursuant to Title II of the Americans with Disabilities Act (Codified At 42 United States Code Section 12101 and 28 Code of Federal Regulations Part 35), and Section 504 of the Rehabilitation Act of 1973, the City of Pacific Grove does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age or sexual orientation in the provision of any services, programs, or activities. The City of Pacific Grove does not discriminate against persons with disabilities. City Hall is an accessible facility. A limited number of assisted listening devices will be available at this meeting. Participants requiring the agenda in a different format or a modification or accommodation to participate in the meeting should submit their request to the City by emailing Sandra Kandell at cityclerk@cityofpacificgrove.org 48 hours prior to the meeting to 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: Nick Smith, Mayor
MEETING DATE: September 2, 2026
SUBJECT: Mayor's Proclamation: Declaring September 2026 as Childhood Cancer Awareness Month
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION
Recieve the presentation.

Attachments

Proclamation



Mayor's Proclamation
Honoring Jacob's Heart Children's Cancer Support Services and Declaring
September 2026 as Childhood Cancer Awareness Month in the
City of Pacific Grove

WHEREAS, the character of our community is revealed in how we treat our most vulnerable; and

WHEREAS, each year, 19.2 in every 100,000 children in our community will be diagnosed with cancer; and

WHEREAS, cancer remains the leading cause of death by disease among children—more than asthma, diabetes, cystic fibrosis, congenital anomalies, and AIDS combined; and

WHEREAS, Jacob's Heart has been keeping medically fragile children and families housed, fed, and emotionally supported by steadfastly adhering to the following commitments: 1) Parents of children with cancer and other serious illnesses will be relieved of financial fears and able to focus attention on their children; 2) No child undergoing intensive treatment in our community will be homeless; 3) Families of seriously ill children will not experience food insecurity during and after the pandemic; and 4) No child seriously ill child in our community will ever miss a medical appointment because of a lack of transportation; and

WHEREAS, Jacob's Heart holds the memories and honors legacies of hundreds of children from our local community who have been lost to cancer, ensuring that their memories will never be forgotten; and

WHEREAS, the oncology department at Lucile Packard Children's Hospital at Stanford has worked closely with Jacob's Heart for the past 27 years as a trusted community partner in providing family-centered care that addresses the emotional, practical, and financial struggles of families of children with cancer in the City of Pacific Grove; and

WHEREAS, it is important for all Pacific Grove City residents to recognize the impact of pediatric cancer on families within our community and honor the children in our community whose lives have been cut short by cancer.

NOW, THEREFORE, I, Nick Smith, Mayor of the City of Pacific Grove, hereby declare September 2026, as Childhood Cancer Awareness Month in the City of Pacific Grove, and do hereby honor Jacob's Heart Children's Cancer Support Services for outstanding support to our community and acknowledge the organization's contributions to Childhood Cancer Awareness Month.

Nick Smith, Mayor



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Staphany Arriola, Management Analyst (Confidential)
MEETING DATE: September 2, 2026
SUBJECT: Minutes of the August 19, 2026 Regular and Special Meetings
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION
Approve the minutes.

Attachments

Draft Minutes 8-19-26



DRAFT MEETING MINUTES

CITY COUNCIL

AMENDED SPECIAL STUDY SESSION MEETING

Wednesday, August 19, 2026, 5:00 P.M.

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

YOU MAY VIEW THE MEETING LIVE VIA ZOOM AT:

https://www.cityofpacificgrove.org/Zoom_CC

CALL TO ORDER

Mayor Smith called the meeting to order at 5:00 p.m. Present in chamber Mayor Smith, Mayor Pro Tem Amelio, Councilmembers Garfield, McDonnell, Mourlam, and Rau. Absent: Councilmember Poduri.

APPROVAL OF THE AGENDA

Action: Upon motion by Mayor Pro Tem Amelio and seconded by Councilmember Rau, Council voted 6-0-1, Councilmember Poduri absent, to continue item 1B to a future meeting date.

SPECIAL STUDY SESSION AGENDA

1. UNFINISHED AND ONGOING BUSINESS

A. Affordable Housing Opportunities – Identify a Preferred Affordable Housing Location

Public comment received from Susan Goldbeck.

Action: Upon motion by Councilmember Rau and seconded by Mayor Pro Tem Amelio Council voted 6-0-1, Councilmember Poduri absent, to direct staff to explore opportunities to partner with privately owned lots listed on the Complied Sites Inventory; evaluate economic incentives that it can offer to help achieve the financial feasibility of an affordable housing project, such as fee waivers; engage in an analysis of parcels it owns that will identify the constraints or feasibility of an affordable housing project; solicit proposals for development of City-owned lands listed in the Complied Sites Inventory; and return to council with status at a future date.

CEQA: Categorical Exemption, CEQA Guidelines Section 15061(b)(3)

B. Affordable Housing Opportunities – Unpermitted ADU's *During the Approval of the Agenda, this item was continued to a future date.*

Reference: Jon Biggs, Community Development Director

Recommended Action: Receive report and provide direction and feedback.

CEQA: Categorical Exemption, CEQA Guidelines Section 15061(b)(3)



DRAFT MEETING MINUTES

CITY COUNCIL

SPECIAL CLOSED SESSION MEETING

Wednesday, August 19, 2026, 5:45 P.M.

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

Join the Zoom Meeting to participate live at:

https://www.cityofpacificgrove.org/Zoom_Closed

CALL TO ORDER

Mayor Smith called the meeting to order at 5:45 p.m. Present in chamber: Mayor Smith, Mayor Pro Tem Amelio, Councilmembers Garfield, McDonnell, Mourlam, and Rau. Absent: Councilmember Poduri.

APPROVAL OF THE AGENDA

Action: Upon motion by Mayor Pro Tem Amelio and seconded by Councilmember Rau, Council voted 6-0-1, Councilmember Poduri absent, to approve the Special Meeting Agenda.

SPECIAL CLOSED SESSION MEETING

PUBLIC COMMENT ON SPECIAL CLOSED SESSION MEETING MATTERS

No public comment received.

A. Conference with Labor Negotiators (Government Code Section 54957.6)
City Negotiators: Matthew Mogensen, City Manager, Leticia Livian, Human Resources Director, and Che Johnson, Esq. Liebert Cassidy Whitmore
Employee Organization: Police Management Association (PMA)



DRAFT MEETING MINUTES

CITY COUNCIL

REGULAR MEETING AGENDA

Wednesday, August 19, 2026, 6:00 P.M.

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

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CALL TO ORDER

Mayor Smith called the meeting to order at 6:10 p.m. Present in chamber: Mayor Smith, Mayor Pro Tem Amelio, Councilmembers Garfield, McDonnell, Mourlam, Poduri, and Rau.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Amelio 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 Regular Meeting Agenda.

2. PRESENTATIONS

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

A. Report on Closed Session by City Attorney

Conference with Labor Negotiators (Government Code Section 54957.6)
City Negotiators: Matthew Mogensen, City Manager, Leticia Livian, Human Resources Director, and Che Johnson, Esq. Liebert Cassidy Whitmore
Employee Organization: Police Management Association (PMA)

City Attorney Alex Lorca provided an update to Council, Council provided further direction, but no reportable action was taken.

B. Council and staff made general announcements.

4. GENERAL PUBLIC COMMENT

General public comment received from Peggy Gibbs, Josh Straden, Jonathan Gill, Garrett McCown, Mike Gibbs, and Christie Thomas.

A. Written General Public Comment

CONSENT AGENDA

Action: Upon motion by Councilmember Rau and seconded by Mayor Pro Tem Amelio, Council voted 7-0 to approve the Consent Agenda.

5. APPROVAL OF CITY COUNCIL MEETING MINUTES

- A. Minutes the July 15, 2026, and August 5, 2026, Regular and Special Meetings

Action: Approved the minutes.

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

6. RESOLUTIONS

- A. Amend City Council Policy 000-029 Regarding League of California Cities Voting Delegate and Alternate(s)

Action: Adopted Resolution No. 26-030 amending City Council Policy 000-29 revising the process for selecting the League of California Cities Voting Delegate and Alternate(s).

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

7. ORDINANCES

8. REPORTS – INFORMATION ONLY

- A. Monterey-Salinas Transmit Meeting Minutes for June 8, 2026

Action: Received the minutes.

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

- B. FY26 Q4 Quarterly Investment Report

Action: Received the report.

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

9. REPORTS – REQUIRING ACTION

- A. Comment Letter on NOAA Performance Evaluation of the California Coastal Management Program

Action: Authorized the submission of a letter from the City of Pacific Grove supporting the California Coastal Management Program (CCMP) as NOAA conducts its periodic evaluation of the program's performance under the Coastal Zone Management Act.

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

10. MEETING MINUTES OF COMMISSIONS, BOARDS, AND COMMITTEES

- A. Task Force on Diversity, Equity and Inclusion Minutes: May 11, 2026, and June 8, 2026

Action: Received the minutes.

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

- B. Library Board Regular Meeting Minutes: May 5, 2026
Action: Received the minutes.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378
- C. Historic Resources Committee Meeting Minutes: March 25, 2026 - June 24, 2026
Action: Received the minutes.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

REGULAR AGENDA

11. PUBLIC HEARINGS

- A. City of Pacific Grove's Conflict of Interest Code
No public comment received.

Action: Upon motion by Councilmember Poduri and second by Mayor Pro Tem Amelio the Council voted 7-0 to introduce and hold a first reading of an ordinance to amend Pacific Grove Municipal Code (PGMC) Chapter 2.40 Conflict of Interest to account for the addition of positions listed as “designated employees”; determine that, for the purposes of the City of Pacific Grove’s (City) Conflict Code, the City is the “agency;” approve the updated Conflict of Interest Code, and direct that a summary of a proposed ordinance be published as approved by the City Attorney.

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

12. UNFINISHED AND ONGOING BUSINESS

- A. Chinese Pavilion Project
Public comment received from Charles C, Michael Epson, Yeomen B, Sally Moore, Inge Lorentzen Daumer and Carol Marquart.

Action: Upon motion by Mayor Pro Tem Amelio, and seconded by Councilmember Rau, Council voted 7-0 to receive the report and approve the pavilion design and conceptual plan.

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

- B. Employment Agreement of Retired Annuitant (Interim City Manager)
No public comment received.

Action: Upon motion by Councilmember Rau and seconded by Mayor Pro Tem Amelio the Council voted 7-0 to approve Resolution No. 26-029 and employment agreement appointing Richard Lyons Rerig, Jr. as a Retired Annuitant to temporarily fill the City Manager vacancy.

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

C. Special Events Policy 900-1

Public comment received from Inge Lorentzen Daumer and Chris Thomas.

Action: Upon motion by Mayor Smith, and seconded by Councilmember Garfield, the Council voted to receive the report, return the item to the Recreation Board with Council's notes, including issues and sub-issues, and provide Council with proposed amendments.

Motion carried 7-0 with the following roll-call vote:

YES: Mayor Smith, Mayor Pro Tem Amelio, Councilmembers Garfield, McDonnell, Mourlam, Poduri, and Rau.

NOES: None.

ABSENT: None.

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

13. **NEW BUSINESS**

- A. Overnight Parking of Trailers and Oversized Vehicles Ordinance No. 17-021
No public comment received.

Action: Upon motion by Mayor Smith and seconded by Councilmember Rau. Council voted to

1. Direct staff to work with the Traffic and Safety Commission and return with suggested ordinance changes to the City Council, with a focus on the areas outlined in the staff report, and
2. Direct City Personnel to provide resources such as 211, parking programs, social services programs or other resources for the unhoused.

Motion carried 7-0 with the following roll-call vote:

YES: Mayor Smith, Mayor Pro Tem Amelio, Councilmembers Garfield, McDonnell, Mourlam, Poduri and Rau.

NOES: None.

ABSENT: None.

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

14. **FULL PRESENTATIONS**

15. **CLOSED SESSION**

ADJOURNMENT

Council adjourned the regular meeting at 8:32 p.m.

Respectfully Submitted,

Staphany Arriola, Management Analyst
for Sandra Kandell, City Clerk

Approved by Mayor: _____ Date _____

Attest by City Manager: _____ Date _____

DRAFT



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Staphany Arriola, Management Analyst (Confidential)
MEETING DATE: September 2, 2026
SUBJECT: League of California Cities (LoCC) Annual Conference Voting Delegate and Alternate(s)
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Designate and adopt by resolution the Mayor as voting delegate and Mayor Pro Tem as alternate to represent the City on policy matters at the League of California Cities (LoCC) Annual Conference on September 23-25, 2026 in Anaheim, California.
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

Council adopted by resolution City Council Policy [000-29](#) revising the annual process for selecting a voting delegate and up to two alternates to attend the League of California Cities Annual Conference, participate in the business meeting, and vote on behalf of the City.

The League of California Cities will hold its 2026 Annual Conference from September 23-25, 2026, in Anaheim, California. During the conference business meeting, the authorized delegate from the City may represent the City's interests to vote on and approve League policy. The delegate shall attend the conference to represent and vote on behalf of the City of Pacific Grove. If the selected voting delegate cannot attend, the designated alternate may exercise voting authority.

The League requires each city seeking to vote on matters to authorize by resolution its Mayor or other elected officials to formally represent the city, participate in the business meeting, and vote on behalf of the city.

Cal Cities membership considers and acts on resolutions that establish Cal Cities policy. Policy issues are determined annually by the League Board in late summer at which time staff will return to Council for direction to the voting delegate/alternate(s).

OPTIONS

Not applicable.

FINANCIAL IMPACT:

Funding for City Council conference attendance and travel is allocated within the adopted Fiscal Year 26-27 budget.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Voting delegate packet
Proposed Reso



Council Action Advised by September 1, 2026

DATE: Wednesday, May 13, 2026

TO: Mayors, Council Members, City Clerks, and City Managers

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference and Expo, Sept. 23-25, 2026
Anaheim Convention Center**

Every year, the League of California Cities convenes a member-driven General Assembly at the [Cal Cities Annual Conference and Expo](#). The General Assembly is an important opportunity where city officials can directly participate in the development of Cal Cities policy.

Taking place on Friday, Sept. 25, 2026 the General Assembly is comprised of voting delegates appointed by each member city; every city has one voting delegate. Your appointed voting delegate plays an important role during the General Assembly by representing your city and voting on resolutions.

To cast a vote during the General Assembly, your city must designate a voting delegate and up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity. Voting delegates may either be an elected or appointed official.

Action by Council Required. Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.

Following council action, please submit your city's delegates through [the online submission portal](#) by Tuesday, Sept. 1, 2026. When completing the Voting Delegate submission form, you will be asked to attest that council action was taken. You will need to be signed in to your My Cal Cities account when submitting the form.

Submitting your voting delegate form by the deadline will allow us time to establish voting delegate/alternate records prior to the conference and provide pre-conference communications with voting delegates.

Conference Registration Required. The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration opens June 2.

For a city to cast a vote, one voter must be present at the General Assembly and in possession of the voting delegate card and voting tool. Voting delegates and



alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the voting delegate desk. This will enable them to receive the special sticker on their name badges that will admit the voting delegate into the voting area during the General Assembly.

Please view Cal Cities' [event and meeting policy](#) in advance of the conference.

Transferring Voting Card to Non-Designated Individuals Not Allowed. The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the General Assembly, they may *not* transfer the voting card to another city official.

Seating Protocol during General Assembly. At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.

The voting delegate desk, located in the conference registration area of the Long Beach Convention Center in Long Beach, will be open at the following times: Wednesday, Sept. 23, 8:00 a.m.-6:00 p.m. and Thursday, Sept. 24, 7:30 a.m.-4:00 p.m. On Friday, Sept. 25, the voting delegate desk will be open at the General Assembly, starting at 7:30 a.m., but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for submitting your voting delegate and alternates by Tuesday, Sept. 1. If you have questions, please contact Zach Seals at zseals@calcities.org.

Attachments:

- General Assembly Voting Guidelines
- Information Sheet: Cal Cities Resolutions and the General Assembly

General Assembly Voting Guidelines

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Cal Cities Annual Conference and Expo, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the voting delegate form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the voting delegate desk in the conference registration area. Voting delegates and alternates must sign in at the voting delegate desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the General Assembly.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the credentials committee at the voting delegate desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and voting tool; and be registered with the credentials committee. The voting card may be transferred freely between the voting delegate and alternates but may not be transferred to another city official who is neither a voting delegate nor alternate.
6. **Voting Area at General Assembly.** At the General Assembly, individuals with a voting card will sit in a designated area. Admission to the voting area will be limited to the individual in possession of the voting card and with a special sticker on their name badge identifying them as a voting delegate.
7. **Resolving Disputes.** In case of dispute, the credentials committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the General Assembly.

How it works: Cal Cities Resolutions and the General Assembly

Developing League of California Cities policy is a dynamic process that engages a wide range of members to ensure Cal Cities represents cities with one voice. These policies directly guide Cal Cities' advocacy to promote local decision-making, and lobby against statewide policies that erode local control.

The resolutions process and General Assembly is one way that city officials can directly participate in the development of Cal Cities policy. If a resolution is approved at the General Assembly, it becomes official Cal Cities policy. Here's how resolutions and the General Assembly work.

Prior to the Annual Conference and Expo

General Resolutions



Sixty days before the Annual Conference and Expo, Cal Cities members may submit policy proposals on issues of importance

to cities. The resolution must have the concurrence of at least five additional member cities or individual members.

Policy Committees



The Cal Cities President assigns general resolutions to policy committees where members

review, debate, and recommend positions for each policy proposal. Recommendations are forwarded to the Resolutions Committee.

During the Annual Conference and Expo

Petitioned Resolutions



The petitioned resolution is an alternate method to introduce policy proposals during

the annual conference. The petition must be signed by voting delegates from 10% of member cities, and submitted to the Cal Cities President at least 24 hours before the beginning of the General Assembly.

Resolutions Committee



The Resolutions Committee considers all resolutions. General Resolutions approved¹ by either a policy committee

or the Resolutions Committee are next considered by the General Assembly. General resolutions not approved, or referred for further study by both a policy committee and the Resolutions Committee do not go to the General Assembly. All Petitioned Resolutions are considered by the General Assembly, unless disqualified.²

General Assembly



During the General Assembly, voting delegates debate and consider general and petitioned resolutions forwarded by the Resolutions Committee. Potential Cal Cities bylaws amendments are also considered at this meeting.

Who's who

Cal Cities policy development is a member-informed process, grounded in the voices and experiences of city officials throughout the state.

The **Resolutions Committee** includes representatives from each Cal Cities diversity caucus, regional division, municipal department, and policy committee, as well as individuals appointed by the Cal Cities president.

Voting delegates are appointed by each member city; every city has one voting delegate.

The **General Assembly** is a meeting of the collective body of all voting delegates—one from every member city.

Seven **policy committees** meet throughout the year to review and recommend positions to take on bills and regulatory proposals. Policy committees include members from each Cal Cities diversity caucus, regional division, and municipal department, as well as individuals appointed by the Cal Cities president.

¹ The Resolution Committee can amend a general resolution prior to sending it to the General Assembly.

² Petitioned Resolutions may be disqualified by the Resolutions Committee according to Cal Cities Bylaws Article VI. Sec. 5(f).

RESOLUTION NO. 26-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE APPOINTING A VOTING DELEGATE AND ALTERNATE TO THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE

FINDINGS

1. The City of Pacific Grove is a full voting member of the League of California Cities (League).
2. The League takes positions on matters affecting cities throughout the state, including but not restricted to sponsoring legislation, taking joint positions on pending legislation, and placing voters' initiatives on the ballot.
3. The Board of Directors of the League of California Cities places matters for the cities' collective consideration on the agenda for the business meeting at the League's annual conference.
4. The League requires each city seeking to vote on those matters to authorize by resolution its Mayor or other elected officials to formally represent the city, participate in the business meeting, and vote on behalf of the city.
5. This resolution is in accordance with, and does not conflict with, existing City laws and regulations and applicable Government Code provisions.
6. This action does not constitute a "Project" as that term is defined under the California Quality Act (CEQA), CEQA Guidelines Section 15378 as it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.

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

1. The City Council determines that each of the findings set forth above is true and correct, and by this reference incorporates those findings as an integral part of this Resolution.
2. The City of Pacific Grove hereby appoints Mayor Smith as voting delegate with Mayor Pro Tem Amelio as the alternate voting delegate to the League of California Cities annual conference in Anaheim, California.
3. The City of Pacific Grove City Clerk, or designee, is authorized to inform the League of the above appointments.
4. This resolution shall take effect immediately following passage and adoption.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this
2nd day of September, 2026, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

NICK SMITH, Mayor

ATTEST:

DATED: _____

SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

ALEX J. LORCA, 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: Sandra Kandell, City Clerk
MEETING DATE: September 2, 2026
SUBJECT: Ordinance Amending the City of Pacific Grove's Conflict of Interest Code
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Hold second reading and adopt an ordinance to amend Pacific Grove Municipal Code (PGMC) Chapter 2.40 Conflict of Interest to account for the addition of positions listed as “designated employees”; determine that, for the purposes of the City of Pacific Grove’s (City) Conflict Code, the City is the “agency;” and approve the updated Conflict of Interest Code.

DISCUSSION

No changes were made between the first and second readings of the ordinance. The City Clerk caused a summary of the ordinance to be published on August 27, 2026.

The Political Reform Act of 1974 (Act) requires, among other things, that local governments adopt and maintain a Conflict of Interest Code, Gov. Code §87300. Agencies must designate all positions that make or participate in the making of governmental decisions and assign specific disclosure categories to each position. The Fair Political Practices Commission (FPPC or Commission), created under the Act, assists state and local agencies in developing and enforcing conflict-of-interest codes.

On December 20, 2006, by Resolution No. 06-032, the City Council adopted a Conflict of Interest Code.

The Act requires every agency that has adopted a Conflict Code to review its Code on at least a biennial basis (to be conducted each even numbered year) to ensure the Code reflects the organization’s current staffing, and submit an amended Code, if necessary. Id., § 87306.5.

No amendments were made to the City’s Conflict of Interest Code in 2024. A recent review of the City’s Conflict of Interest Code has revealed positions not previously listed. The attached Ordinance reflects these additions.

OPTIONS

Provide alternative direction.

FINANCIAL IMPACT:

There is no fiscal impact for the review and amendments to the City's Conflict of Interest Code.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Proposed Ordinance
2026 Local Biennial Notice

ORDINANCE NO. 26-XXX

AN ORDINANCE OF THE CITY OF PACIFIC GROVE TO AMEND AND CODIFY THE CITY'S CONFLICT-OF-INTEREST CODE

WHEREAS, the City Council of the City of Pacific Grove (City) desires that elected and appointed officials be prohibited from making, participating in the making, or attempting to use their official positions to influence a governmental decision in which they know or have reason to know they have a financial interest; and

WHEREAS, the Political Reform Act (Act), set forth at Government Code section 81000 et seq, requires state and local government agencies to adopt and promulgate a Conflict of Interest Code (Conflict Code); and

WHEREAS, on December 20, 2006, the City Council adopted a Conflict Code; and

WHEREAS, the Act directs every local agency that has adopted a Conflict Code to review its Code on at least a biennial basis (to be conducted each even numbered year) to ensure the Code reflects the organization's current staffing, and submit an amended Code, if necessary; and

WHEREAS, no amendments were made to the City's Conflict of Interest Code in 2024; and

WHEREAS, the Council last amended the Conflict Code on September 7, 2022, by Ordinance No. 22-13; and

WHEREAS, upon biennial review by the City Clerk and City Attorney's office, it was determined that an amendment to the Conflict Code was required to reflect personnel changes that resulted in the creation of positions, and

WHEREAS, this Ordinance will supersede Ordinance No. 22-13 and will codify the current conflict-of-interest requirements, providing means to further promote disclosure of conflicts and set forth disqualification procedures.

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

SECTION 1. The foregoing recitals are adopted as findings of the City Council as though set forth fully herein.

SECTION 2. The text set forth in existing Section 2.40.030 of the Pacific Grove Municipal Code, entitled "Disclosure Categories," shall be changed by the deletion of all text shown in strikethrough text (~~strikethrough text~~) and the addition of all text shown in bold, italic, underscored text (***bold, italic, underscored text***), as follows:

2.40.030 *Disclosure Categories*

Designated officials are assigned to specific categories of financial disclosure.

(a) Designated Positions and Disclosure Categories.

(1) Category 1.

- (A) Mayor;
- (B) Councilmembers;
- (C) City manager;
- (D) City attorney;
- (E) City clerk;
- (F) City clerk/DEI coordinator;
- (G) Assistant city attorney;
- (H) Administrative services director
- (I) Administrative services director / Assistant city manager;
- (J) Public works director;
- (K) Public works director / Deputy city manager;
- (L) Police chief;
- (M) Library director;
- (N) Community development director;
- (O) Human resources director;
- (P) Deputy City Manager**
- (Q)** Members of the planning commission;
- (R)** Members of the architectural review board;
- (S)** Members of the historic resources commission;
- (T)** Members of the economic development commission;

(~~U~~T) Consultant/new position.

(2) Category 2.

(A) Administrative services manager;

(B) Program manager;

(C) Program manager, senior;

(D) Police commander;

(E) Environmental programs manager;

(F) Public works superintendent;

(G) Planner, senior;

(H) Planner, principal

(~~I~~H) Police administrative services manager;

(~~J~~I) Police administrative services manager/Public information officer

(~~K~~J) Police records supervisor;

(~~L~~K) Human resources manager;

(~~M~~L) Management analyst;

(~~N~~M) Code compliance officer;

(~~O~~N) Senior librarian;

(~~P~~Θ) Construction project manager;

(Q) Civil engineer, principal

(R) Urban Forester

(~~S~~P) Members of the recreation board.

(b) Disclosure Categories.

(1) Category 1 must report all interests in real property investments, business positions and sources of income, including gifts, loans, and travel payments from

any source located in, doing business in, or planning to do business within the jurisdiction of the city; and

(2) Category 2 must report all investments, business positions and sources of income, including gifts, loans, and travel payments from any source located in, doing business in, or planning to do business within the jurisdiction of the city.

(c) All other city employees and members of commissions, boards, committees or city-appointees to other local agency bodies with significant decision-making authority, even if not listed in subsection (a) of this section, are also subject to disclosure requirements as their interests, holdings or sources of income relate to any decision that official makes. Each employee and member of commissions, boards, or committees must adhere to ethical principles at the time that a decision is made. [Ord. 20-020 § 2, 2020].

SECTION 3. Nos. 08-028, 13-010, 16-013, 18-011, 20-020, and all other actions in conflict with this Ordinance are hereby rescinded.

SECTION 4. 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. This Ordinance shall become effective on the thirtieth day following passage and adoption hereof.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE THIS ____ day of _____, 2026, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

NICK SMITH
Mayor

ATTEST:

DATED:_____

SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

ALEX J. LORCA, City Attorney

2026 Local Agency Biennial Notice

Name of Agency: _____

Mailing Address: _____

Contact Person: _____ Phone No. _____

Email: _____ Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

Include new positions

Revise disclosure categories

Revise the titles of existing positions

Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions

Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2026**, or by the date specified by your agency, if earlier, to:

(*PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE*)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Fred Marsh, Administrative Services Director
MEETING DATE: September 2, 2026
SUBJECT: Ordinance Amending City Municipal Code Chapter 2.16 (Purchasing System and Procedures)
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

Hold second reading and adopt an ordinance amending Municipal Code Chapter 2.16 (Purchasing System and Procedures).

DISCUSSION

No changes were made between the first and second readings of this ordinance. The City Clerk caused a summary of the ordinance to be published on August 20, 2026.

This item returns to the Council due to an inadvertent error in the original presentation. During the first reading before the Council on June 3, 2026, the ordinance itself was not provided; only the proposed amendments to the Municipal Code were presented. This item includes the ordinance in the proper format for Council consideration. No changes to the prior presentation or ordinance have been made.

As a charter city, the City of Pacific Grove maintains local autonomy over its municipal affairs and is exempt from the provisions of the California Public Contract Code, except where municipal ordinances or Council agreements dictate otherwise. The City of Pacific Grove operates a purchasing system designed to secure high quality goods and services at the lowest reasonable cost, maximize financial accountability, and maintain good internal controls. Staff has prepared a proposed ordinance amending Chapter 2.16, with the key revisions discussed below, with the goals of adjusting for inflation, enhancing efficiencies, and minimizing delays in processing.

1. Increase in Open Market Purchasing Threshold for Staff (PGMC 2.16.160(a))

This amendment adjusts the baseline authority for open market purchases performed by the Purchasing Agent (City Manager) or their designees from the prior maximum of \$40,000 to \$50,000. This adjustment reduces the volume of routine administrative items brought to the City Council, optimizing agenda space for major agenda items.

2. Establishment of Process for CPI Adjustments (PGMC 2.16.160(b))

To prevent the purchasing limits from becoming obsolete due to future inflation, the ordinance allows for the adjustment of this limit on July 1st of every five fiscal years using the Consumer Price Index (CPI) for All Urban Consumers in the San Francisco-Oakland-San Jose area, rounded to the nearest \$5,000.

3. Other Administrative Changes

- Modifying various sections to allow the City Manager to, either through procedures or on a case-by-case basis, delegate any of the powers and duties of the purchasing agent provided for by this Chapter to the Administrative Services Department or other employees. (PGMC 2.16.010)
- Clarifying that the procedure for determining bid amounts for determining the lowest responsible bidder shall not deduct the amount received by the City in sales tax for purchases involving the use of State or Federal grant funds, including pass through funds. (PGMC 2.16.100)
- Clarifying that the procedures for the disposal of City surplus supplies and equipment (PGMC 2.16.110)
 - Applies to items with an individual cost of \$5,000 or more
 - Allows the City to donate such items to another governmental entity or charitable organization
 - Does not allow for the purchase of these items directly by employees

4. Preserved Protections and Council Safeguards

Note that the expansion of the open market limits does not dilute public transparency or compromise fiscal oversight. The following statutory protections are in place:

- 1. Monthly Check Register Reports:** In compliance with PGMC 2.16.160(c), a complete check register report detailing every single transaction executed under open market authority must continue to be provided to the City Council on a monthly basis.
- 2. Anti-Project Splitting Rules:** Section 2.16.160(d) and Section 2.16.420 strictly prohibit dividing public works projects or general procurement undertakings into smaller component parts to intentionally evade formal bidding procedures or bypass council authority boundaries.
- 3. Council Resolutions for Large Procurements:** Any contract for services or public works projects exceeding the new adjusted limit (\$50,000) requires a formal resolution or motion approved by the City Council. Furthermore, under PGMC 2.16.080, even if competitive bidding procedures are legally dispensed via a standard exception (e.g., sole source, emergency, or unique specialized skill), council approval by resolution is required for any purchase exceeding the Purchasing Agent's limit.

Procurement Tier	Prior Version	Proposed Change	Required Process / Approval Authority
Micro-Purchases / Exempt Bids	Under \$2,500	Under \$7,500 (PGMC 2.16.080)	It is recommended, (not required) that staff obtain bids
Open Market Purchases	\$7,500 to \$40,000	\$7,500 to \$50,000	Requires minimum of 3 written quotes, unless an exemption is approved by the City Manager or Administrative Services Director. (PGMC 2.16.190, 2.16.080)
Formal Contract Procurements	Over \$40,000	Over \$50,000 (PGMC 2.16.160 a)	Formal competitive bidding; newspaper publication 10 days prior; Council approval via resolution or motion

OPTIONS

Provide alternate direction to staff.

FINANCIAL IMPACT:

The adoption of this ordinance has no fiscal impact to the City. Long-term fiscal benefits include reduced administrative overhead, fewer legal advertising expenses for mid-tier contracts, and improved staff productivity.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Proposed Ordinance
Redlined Purchasing Policy Updates

ORDINANCE NO. 26 - ____

AN ORDINANCE OF THE CITY OF PACIFIC GROVE AMENDING PACIFIC GROVE MUNICIPAL CODE CHAPTER 2.16 “PURCHASING SYSTEMS AND PROCEDURES”

FINDINGS 1. Currently, PGMC Section 2.16.160 requires the City Council to approve any purchase of goods or services the cost of which exceeds \$40,000. Purchases of less than that amount can be approved by the City’s Purchasing Agent (PGMC 2.16.160).

2. The current purchase limit has not been changed since 2021. According to the Bureau of Labor Statistics, approximately \$50,000 is now required to purchase what could have been purchased for \$40,000 in 2021, due to inflation.

3. In addition to edits to clean up Chapter 2.16, this amendment provides a mechanism to change the maximum purchase authority value every five years, based on changes in the consumer price index, to prevent the approved value from again becoming out of date.

4. In the enactment of this ordinance, the City followed the California Environmental Quality Act (CEQA) Guidelines adopted by the State of California and published in the California Code of Regulations, Title 14, Section 15000, et seq. Amendment of PGMC Chapter 2.16 does not constitute a “project” as that term is defined by CEQA.

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

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

SECTION 2. The text of the Pacific Grove Municipal Code set forth in existing Chapter 2 Administration and City Government shall be changed as shown in Attachment 1:

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this 19th day of August, 2026, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

NICK SMITH, Mayor

ATTEST:

SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

ALEX LORCA, City Attorney

Chapter 2.16

PURCHASING SYSTEM AND PROCEDURES

Sections:

2.16.010 Purchasing procedures by city manager.

The city manager is the city's purchasing agent, ~~who can also delegate any of these duties to the Administrative Services Department and other employees.~~ They The city manager and Administrative Services Department ~~He or she~~ shall establish the procedure and forms to carry out such duty in accordance with the charter and this chapter. The city manager may, either through procedures or on a case-by-case basis, delegate any of the powers and duties of the purchasing agent provided for by this Chapter to the Administrative Services Department or other employees. [Ord. 1405 N.S. § 2, 1984].

2.16.020 Applicability of chapter.

All purchases of and contracts for supplies, services, materials, equipment and public works by the city, or by an officer or employee thereof, shall be made only in accordance with and pursuant to the provisions of this chapter. [Ord. 1405 N.S. § 2, 1984].

2.16.030 Encumbrance of funds.

A purchase order for supplies, services, materials or equipment shall not be issued unless there exists an unencumbered appropriation in the fund against which the purchase is to be charged. [Ord. 1405 N.S. § 2, 1984].

2.16.040 Declaration of policy.

A centralized purchasing system for all departments is adopted in order:

- (a) To secure supplies, services, materials and equipment at the lowest possible cost commensurate with quality needed;
- (b) To exercise positive financial control over purchases;
- (c) To define authority for the purchasing function;
- (d) To ~~assure~~ensure the quality of purchases. [Ord. 1405 N.S. § 2, 1984].

2.16.050 Estimates of requirements.

Departments shall file ~~detailed annual budgeted~~ estimates of their requirements for supplies, services, materials and equipment in such manner, at such times, and for such future periods as the Administrative Services dDepartment purchasing agent shall prescribe. [Ord. 1405 N.S. § 2, 1984].

2.16.060 Requisitions.

All departments shall submit to the purchasing agent or their designees' requests for supplies, services, materials and equipment in such manner, at such times, and on such requisition forms as the Administrative Services Department purchasing agent shall prescribe. [Ord. 1405 N.S. § 2, 1984].

2.16.070 Purchase orders.

All departments shall purchase supplies, services, materials and equipment only in such manner, at such times, and by such purchase order forms as the [Administrative Services Department purchasing agent](#) shall prescribe. Purchase orders ~~shall~~ [may](#) be required for all expenditures. [Ord. 1405 N.S. § 2, 1984].

2.16.080 Bidding procedures – Dispensation when.

Purchases of supplies, services, materials and equipment shall be by quotation or bid procedures as set forth in this chapter. Such procedures may be dispensed with by the purchasing agent [or Administrative Services Director](#), in ~~their~~ [his or her sole](#) discretion and judgment as to the best interest of the city, as follows:

- (a) When an emergency requires that an order be placed immediately with the nearest available source of supply;
- (b) When the amount involved is less than \$~~72,500~~;
- (c) When the supply, service, material or equipment can be obtained from only one vendor or supplier;
- (d) When a service, such as that available from an attorney, accountant, architect or specialized consultant, involves a specialized knowledge or personal skill;
- (e) When supplies or equipment, such as communication systems, traffic signals, and parking meters, have been uniformly adopted in the city or otherwise standardized;
- (f) When the supplies, equipment or materials are such that suitable technical or performance specifications are not available and the city is unable to develop descriptive specifications;
- (g) When the article can be purchased more economically through the central purchasing authority of another governmental agency;
- (h) When specific used supplies, materials or equipment will best serve the city's needs; or
- (i) When reasonably necessary for the preservation or protection of public peace, health, safety or welfare of persons or property.

~~Provided,~~ [Provided](#) that even when procedures are dispensed with hereunder, council approval, by resolution, shall be required for purchases in excess of the maximum amount for which the purchasing agent is authorized, as specified in Article II of this chapter. [Ord. 14-005 § 2, 2014; Ord. 1405 N.S. § 2, 1984].

2.16.090 Competitive negotiation.

As an alternative to the procedures set out in Articles II and III of this chapter, in the case of obtaining consulting and other specialized personal services, those services may be obtained by competitive negotiations. When this process is utilized, the best offer judged against proposal evaluation shall be accepted. Any offer exceeding the maximum amount for which the purchasing agent is authorized, as specified in Article II of this chapter, shall require council approval by resolution prior to acceptance. [Ord. 14-005 § 2, 2014; Ord. 1405 N.S. § 2, 1984].

2.16.100 Lowest responsible bidder – Determining.

For the purpose of this chapter, in addition to price, the “lowest responsible bidder” will be determined after the following factors have been considered:

- (a) The ability, capacity and skill of the bidder to perform the contract or provide the service required;
- (b) Whether the bidder has the facilities to perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- (d) The bidder’s record or performance of previous contracts or services;
- (e) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
- (f) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- (g) The quality, availability and adaptability of the supplies, equipment, materials or services to the particular use required;
- (h) The ability of the bidder to provide future maintenance and service for the use of the subject of the contract;
- (i) The number and scope of conditions attached to the bid.

In the event the lowest bidder is rejected, the purchasing agent or ~~their designees~~council, as the case may be, mayshall provide the lowest bidder with written explanation and/or findings regarding the rejection.

(j) In the case of a bid received from a bidder, a portion of whose sales tax is paid to the city, the purchasing agent shall calculate the actual cost to the city of accepting such bid. Said actual cost shall be the bid amount less sales tax revenue which would be received by the city were the city to accept such bid. Said actual cost shall be the price utilized by the city, in addition to the other factors set out in this section, in determining the lowest responsible bidder. This provision does not apply to any purchases involving the use of State or Federal grant funds, including pass through funds.

(k) Local Business Preference.

(1) Local bidders must bid with the same specification as required of nonlocal bidders.

(2) Where competitive bidding is utilized for the purchase of supplies, equipment, materials or general services as specifically set forth in this section, the city shall grant preference to a local bidder who submits a quote or bid within five percent of the lowest responsible bidder and who is otherwise responsive and responsible to the invitation for bids.

(3) Where the lowest responsible bidder is not a local business, the purchasing officer shall provide the lowest responsible local business bidder, should one exist and its bid is within five percent of the lowest responsible bidder, with notice and an opportunity to reduce its bid to match that of the lowest responsible bidder.

(4) Upon notice being provided pursuant to this section, the local business shall have two full business days to provide written notice to the purchasing officer of its desire to match the lowest bid.

(A) In the event the local business elects to match, the contract will be awarded to the local business.

(B) In the event the local business provided the opportunity to match does not opt to match the lowest responsible bid, the award of the contract shall be given to the lowest responsible bidder.

(5) In instances where a local business and a nonlocal business submit equivalent lowest responsible bids, the purchasing officer shall give preference to the local business.

(6) All notices required under this section may be made orally, in writing or electronically.

(7) The application of a local preference as set forth in this section shall only apply if factors such as quality, previous performance, and availability are equal among bidders.

(8) Local preference shall not apply to any procurements of public work, purchases procured under federal or state requirements, cooperative purchases with other agencies, or where prohibited by other specific directive.

(9) No Exemption From Local Sales Tax. The application of a local preference as set forth in this section shall not exempt any eligible local business to which a contract is executed or awarded from having to pay all applicable federal, state or local sales [or business license](#) tax.

(10) Local Business Defined. For purposes of this section, a “local business” means a business enterprise including, but not limited to, a sole proprietor, partnership, or corporation which has the following:

(A) A valid business license issued from the city; and

(B) Has a place of business with a physical address located within the jurisdictional limits of the city at least six months prior to publication of the call for bids and has at least one full-time employee located at the city business address. [Ord. 21-030 § 2, 2021; Ord. 1828 N.S. § 1, 1992; Ord. 1405 N.S. § 2, 1984].

2.16.110 Surplus supplies and equipment.

All using departments shall submit to the [Administrative Services Department](#)~~purchasing agent~~, at such time and in such form as ~~the department~~~~he or she~~ shall prescribe, reports showing all supplies and equipment [with an original individual cost over \\$5,000](#) which are no longer used~~_,~~ or which have become obsolete or worn out. The purchasing agent [or their designees](#) shall have authority to sell all supplies and equipment which cannot be used by any department or which have become unsuitable for city use, or to exchange the same for, or trade in the same on, new supplies and equipment, [donate to another governmental entity or charitable organization, or dispose of if no other option is available](#). [Employees are not eligible to purchase or receive surplus property directly from the City](#). The purchasing agent [or their designees](#) shall ~~strive to utilize all appropriate means~~ to realize maximum return possible on such sales, exchanges and trades. [Ord. 1405 N.S. § 2, 1984].

2.16.120 Inspection – Testing.

The purchasing agent [or their designees](#) shall inspect supplies and equipment delivered and [review](#) contractual services performed, to determine their conformance with the specifications set forth in the order or contract.

The purchasing agent [or their designees](#) shall have authority to require chemical and physical tests of samples submitted with bids and samples of deliveries which are necessary to determine their quality and conformance with specifications. [Ord. 1405 N.S. § 2, 1984].

2.16.130 Illegal contracts – Interest by city employee, officer.

(a) No officer or employee of the city shall be or become directly interested in any contract work, or business, or in the sale of any article, the expense, price or consideration of which is payable from the city treasury, nor shall such officer or employee receive any gratuity or advantage from any contract or person furnishing labor or material for same.

(b) Any contract with the city in which any officer or employee is or becomes [an](#) interested [party](#) may be declared void by the council.

(c) The following shall be exempt from the provisions of this section:

(1) Members of city volunteer and reserve organizations who are not also full- or part-time employees of the city;

(2) Members of city boards, commissions and committees.

(d) The provisions of this section shall not be construed so as to excuse compliance with state laws regulating conflicts of interest. [Ord. 1910 N.S. § 1, 1993; Ord. 1405 N.S. § 2, 1984].

2.16.140 Interference with bidding procedure by officer or employee.

No officer or employee of the city shall aid or assist a bidder in securing a contract to furnish labor, materials, supplies, equipment or services, at a higher price or rate than that proposed by any other bidder, or favor one bidder over another, or give or withhold information from any bidder not given or withheld from all other bidders, or willfully mislead any bidder in regard to the character of the materials or supplies called for, or knowingly accept materials, supplies or equipment of a quality inferior to that called for by the contract, or knowingly certify to a greater amount of labor performed or materials, supplies or equipment furnished, than has respectively been performed or received. [Ord. 1405 N.S. § 2, 1984].

2.16.150 Officer defined.

The term “officer” as used in PGMC [2.16.130](#) and [2.16.140](#) shall include the mayor, councilmembers, city clerk, city manager, city treasurer, city attorney, members of boards, commissions and committees, and assistants, if any, to the clerk, manager, treasurer and attorney. [Ord. 1405 N.S. § 2, 1984].

2.16.155 Exemption from Public Contract Code.

Except as provided in this code or pursuant to agreement approved by the city council, the city of Pacific Grove, as a charter city, is exempt from the provisions of the California Public Contract Code. [Ord. 02-26 § 1, 2002].

2.16.157 Optional purchasing procedures for special assessment districts.

When authorized by resolution, the city manager may delegate, or thereafter revoke, purchasing authority under this chapter to an agent selected by the [Council or](#) advisory board for any district formed by the city and operating in accord with California Streets and Highways Code [36500](#). Expenditure of assessment revenues on behalf of the city shall be in accordance with the BID/[HID](#) program and budget approved by the city council, but such expenditures may be made without compliance with the city purchasing regulations required by this chapter. The city manager may authorize assessment revenues remitted to the city for that district to be deposited directly with the agent holding delegated purchasing authority pursuant to this section; provided that the city council has approved the budget and an agreement with the agent regarding program deliverables. The delegated agent ~~may be requested to shall~~ report to the city manager [regarding the use of these funds](#)~~each receipt or expenditure~~ made under this section. [Ord. 07-020 § 2, 2007].

Article II. Open Market Purchases

2.16.160 Authorized for purchases by the purchasing agent [or their designees](#).

(a) Purchases of supplies, services, materials, equipment and contractual services, including public works [projects](#), having an estimated market value under \$~~5035~~,000² may be made by the purchasing agent in the open market, as hereinafter described in this article, without observing the formal contract procedures prescribed in Articles III and IV of this chapter.

(b) The purchase authority limit set forth in subsection (a) of this section shall be adjusted on July 1st of each fifth fiscal year, starting on July 1, 202~~5~~⁹, by council resolution. The adjustment shall cause an increase or decrease to the purchase limit based upon the cumulative change in the Consumer Price Index (CPI) that occurred since the last adjustment, based upon the “CPI, All Urban Consumers, San Francisco-Oakland-San Jose area; base years 1982-1984 = 100,” as published by the U.S. Department of Labor, or any comparable replacement or successor index. For ease of administration, the purchase authority limit set for each following five-year period shall be adjusted by rounding to the nearest \$5,000.

(c) A ~~check register written~~ report of all purchases ~~made under authority of this section~~ shall be provided to council on a [monthly](#) ~~quarterly~~ basis.

(d) All purchases made under the authority of this section shall be accumulative per subject as per PGMC [2.16.420](#), Splitting projects. [Ord. 22-017 § 4, 2022; Ord. 21-019 § 2, 2021; Ord. 14-005 § 2, 2014; Ord. 1405 N.S. § 2, 1984].

2.16.170 Quotations – Notice of invitation.

~~Departments~~ ~~The purchasing agent~~ shall invite quotations from prospective sellers, vendors, suppliers or contractors. [Ord. 1405 N.S. § 2, 1984].

2.16.180 Quotations – Submission in writing.

Written quotations shall be submitted to the purchasing officer who shall keep a record of all open market quotations and orders for a period of two years after receipt of such quotations. [Ord. 1405 N.S. § 2, 1984].

2.16.190 Quotations – Number required.

Open market purchases shall be based, wherever reasonably possible, on at least three written quotations. [Ord. 1405 N.S. § 2, 1984].

2.16.200 Quotations – Rejection.

The purchasing agent or their designee, ~~at in their his or her sole~~ discretion, may reject:

- (a) Any quotation that fails to meet the quotation requirements in any respect; or
- (b) All quotations for any reason whatsoever and may invite new quotations. [Ord. 1405 N.S. § 2, 1984].

2.16.210 Award of purchase orders.

Purchase orders shall be awarded by the purchasing agent or their designees to the person submitting the lowest responsible quotation, except if two or more quotations are received for the same total amount or unit price, quality and service being equal, and further, if in the sole discretion of the purchasing officer the public interest will not permit the delay of inviting new quotations, then the purchasing agent or their designees may accept the one ~~they he or she~~ chooses or accept the lowest quotation made by negotiation with the persons submitting the tie quotations. [Ord. 1405 N.S. § 2, 1984].

Article III. Purchases in Amounts over the Purchasing Agent's Authorization

2.16.220 Formal contract procedure.

Except as otherwise provided herein, purchases and contracts for supplies, services and equipment of estimated market value amounts greater than the maximum amount for which the purchasing agent is authorized, as specified in section 2.16.160 Article II of this chapter, shall be by contract, approved by the council by resolution or motion, with the lowest responsible bidder pursuant to the procedure prescribed in this article except when such procedures may be dispensed with as defined in Article I of this chapter or as otherwise provided by law. Standard contracts may be used when approved by city attorney and council by resolution or motion. Contracts shall be provided to council prior to approval. Standard contracts may be incorporated by reference into an agenda report with specification of the parties, term, scope of work, price, and contingencies to extend the term and/or increase the price. (The procedures prescribed in Article IV of this chapter shall be observed in the case of all public works projects, as defined in Article IV of this chapter, involving expenditures greater than the maximum amount for which the purchasing agent is authorized, as specified in Article II of this chapter.) [Ord. 22-017 § 4, 2022; Ord. 14-005 § 2, 2014; Ord. 1405 N.S. § 2, 1984].

2.16.230 Notice inviting bids.

Notice inviting bids shall include a general description of the article(s) to be purchased, shall state where bid forms blanks and specifications may be secured, and the time and place for opening bids. [Ord. 1405 N.S. § 2, 1984].

2.16.240 Published notice.

Notice inviting bids shall be published at least 10 days before the date of opening of the bids. Notice shall be published once in an official newspaper of the city. [Ord. 1405 N.S. § 2, 1984].

2.16.250 Bidders' list.

The purchasing agent or designee shall also solicit sealed bids from all prospective suppliers known to the purchasing agent or designees as responsible vendors dealing in the product or service to be purchased. [Ord. 1405 N.S. § 2, 1984].

2.16.260 Bidders' security.

When deemed necessary, bidders' security may be prescribed in the notice and solicitation for bids. Bidders shall be entitled to return of bid security; provided, that a successful bidder shall forfeit ~~their~~^{his or her} bid security upon refusal or failure to execute the contract within 15 calendar days after notice of award of contract has been mailed, unless the city is responsible for the delay. The council may, on refusal or failure of the successful bidder to execute the contract, award it to the next lowest responsible bidder. If the council awards the contract to the next lowest bidder, the amount of the lowest bidder's security shall be applied by the city to the difference between the low est responsible bid and the second lowest responsible bid; the surplus, if any, shall be returned to the lowest responsible bidder. [Ord. 1405 N.S. § 2, 1984].

2.16.270 Bid opening procedure.

Sealed bids shall be submitted to the purchasing agent and shall be identified as bids on the envelope. Bids shall be opened in public at the time and place stated in the notice. A tabulation of all bids received shall be open for public inspection during regular hours for a period of not less than two years after the bid opening. [Ord. 1405 N.S. § 2, 1984].

2.16.280 Rejection of bids.

The council may reject any and all bids presented and may, in its discretion, readvertise for other bids. [Ord. 1405 N.S. § 2, 1984].

2.16.290 Open market purchase.

After rejecting bids, the council may determine and declare by a vote of at least five of its members that the supplies, services, materials or equipment may be purchased at a lower price in the open market, and after adoption of a resolution to that effect, it may direct the purchasing agent or their designees ~~to set~~ to purchase. [Ord. 1405 N.S. § 2, 1984].

2.16.300 Tie bids.

If two or more bids received are for the same total amount or unit price, quality and service being equal and if the public interest will not permit the delay of readvertising for bids, the council shall determine the successful bidder by drawing of lots. [Ord. 1405 N.S. § 2, 1984].

2.16.310 Performance bonds.

The city shall have authority to require a performance bond before entering a contract in such amount as it shall find reasonably necessary to protect the best interest of the city. If the city requires a performance bond, the form and amount of the bond shall be described in the notice of solicitation inviting bids. [Ord. 1405 N.S. § 2, 1984].

Article IV. Public Works Contracts

2.16.320 Written contract.

Every project involving an expenditure greater than the maximum amount for which the purchasing agent is authorized, as specified in Article II of this chapter, for the erection, improvement or repair of public buildings

and works, in all sewer and street work, and in furnishing materials or supplies for same shall be let by written contract, approved by the council by resolution, with the lowest responsible bidder in accordance with the procedures prescribed in this article. PGMC [2.16.080](#) notwithstanding, dispensation of bid procedures for projects described in this section shall be made only as allowed in this article. [Ord. 14-005 § 2, 2014; Ord. 1667 N.S. § 1, 1989; Ord. 1405 N.S. § 2, 1984].

2.16.330 Notice inviting bids.

Notices inviting bids shall be published once in an official newspaper of the city at least 10 days before the date of opening the bids. In addition to the published notice, the purchasing agent may solicit bids from prospective vendors and contractors by direct mail requests, by notice on official city bulletin boards, or by any other means advantageous to the city. Notices inviting bids shall include a general description of the contractual services to be purchased and shall state where bid blanks and written specifications may be secured, and shall designate the date, time and place for opening bids. [Ord. 1405 N.S. § 2, 1984].

2.16.340 Bidders' security.

When deemed necessary, bidders' security may be prescribed in the public notice inviting bids. Bidders shall be entitled to return of bid security; provided that a successful bidder shall forfeit his or her bid security upon his or her refusal or failure to execute the contract within 15 calendar days after the notice of award of contract has been mailed, unless the city is responsible for the delay. The council, on refusal or failure of the successful bidder to execute the contract, may award it to the next lowest responsible bidder. The amount of the lowest bidder's security shall be applied by the city to the contract price differential between the lowest bid and the second lowest bid, and the surplus, if any, shall be returned to the lowest bidder. [Ord. 1405 N.S. § 2, 1984].

2.16.350 Bid opening procedure.

Sealed bids submitted to the city shall be identified as bids on the envelope, and shall be opened in public on the date, at the time and place stated in the public notices. [Ord. 1405 N.S. § 2, 1984].

2.16.360 Tabulation of bids.

All bids received shall be tabulated and after consultation with the appropriate department head shall be forwarded to the council with a recommendation as to the best and lowest bid. A tabulation of all bids received shall be available for public inspection for not less than two years after the bid opening. [Ord. 1405 N.S. § 2, 1984].

2.16.370 Tie bids.

If two or more bids received are for the same amount, quality and service being equal, and if the public interest will not permit the delay of readvertising for bids, the council shall determine the successful bidder by [drawing of drawing](#) lots. [Ord. 1405 N.S. § 2, 1984].

2.16.380 Acceptance or rejection of bids.

The council, in its discretion, when it is in the best interests of the city to do so, may waive any informalities or minor irregularities in any bid process, and may reject any or all bids. [Ord. 1405 N.S. § 2, 1984].

2.16.390 Work by day labor.

If all bids are rejected or no bids are received the council may readvertise or may, by an affirmative vote of at least five of its members, declare and determine that in its opinion the work in question may be more economically or satisfactorily performed by day labor, by either city employees or others, and after adoption of a resolution to that effect, may proceed to have the same done in the manner stated. [Ord. 1405 N.S. § 2, 1984].

2.16.400 Emergencies – Contracts let without bids.

Public works contracts governed by this article may be let without advertising for bids if such work shall be deemed by the council to be of urgent necessity for the preservation of life, health or property, and shall be authorized by resolution passed by an affirmative vote of at least five of its members and containing a declaration of the facts constituting such urgency. [Ord. 1405 N.S. § 2, 1984].

2.16.410 Performance bonds.

The council, before entering into a contract governed by this article, may require a performance bond or other adequate security guaranteeing performance, in an amount as it shall find reasonably necessary to protect the best interests of the city. Form of acceptable security shall be described in the notice inviting bids. [Ord. 1405 N.S. § 2, 1984].

2.16.420 Splitting projects.

No undertaking involving amounts in excess of the maximum amount for which the purchasing agent is authorized, as specified in Article II of this chapter, shall be split into parts for the purpose of avoiding the provisions and restrictions of this article. [Ord. 14-005 § 2, 2014; Ord. 1405 N.S. § 2, 1984].

Editor's Note: As adopted by Ord. 02-26, this section was designated as PGMC [2.16.160](#). It was editorially amended to PGMC [2.16.155](#) due to the earlier codification of PGMC [2.16.160](#).

2

By operation of PGMC [2.16.160](#)(b) the purchase authority limit referenced in this subsection (a) was adjusted to \$40,000 for the period beginning July 1, 2020, and ending June 30, 2025.



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: David Stiles, Senior Accountant
MEETING DATE: September 2, 2026
SUBJECT: Check Register, Purchase Order and Budget Status Reports - July 2026 / Q4
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Receive the Check Register, Purchase Order Report, and Budget Status Report.
2. Alternatively, discuss and take other action related to this item.

DISCUSSION

The Check Register is an 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. A detailed listing of the checks issued for the month is also available. The Check Register for July 2026 is also available on the City's website, which includes the prepayment for the year of the City's annual amount due on its unfunded pension actuarial liability and pension obligation bonds.

The Purchase Order Report includes information on outstanding purchase orders that were issued. This report is intended to be consistent with the reporting requirements in Section 2.16.160 of the City's Purchasing Systems and Procedures. Purchase orders are required for purchases of supplies, services, materials, equipment, and contractual services over \$5,000. The Purchase Order Report is also available on the City's website.

The Administrative Services Department produces Quarterly Budget Status reports, to assist in evaluating the City's fiscal condition. The report provides details on General Fund revenues, as well as a summary related to its other funds. The Budget Status Report for Quarter 4 of FY25-26 is also available on the City's website.

OPTIONS

N/A - This is informational only.

FINANCIAL IMPACT:

There is no financial impact. This is informational only.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

Check Register by Fund - July 2026
Check Register by Detail - July 2026
FY27 P1 Purchase Order Report
FY26 Q4 Budget Status Report

Check Register - Summary by Fund - July 2026

Fund	Transaction Amount
01 - General Fund Total	\$ 8,212,051.55
17 - Local Streets And Roads Total	526,235.65
18 - Gas Tax Fund Total	43,164.53
22 - Asset Seizure Fund Total	2,880.00
24 - Stillwell Children'S Pool Total	1,055.51
27 - Lighthouse Maint.& Impv. Total	3,360.56
31 - Operating Donations Total	1,840.00
40 - Poetry Promotion Fund Total	17,938.34
42 - Pub Safety Aug Fund Total	152,285.00
43 - Slesf Fund Total	36,000.00
47 - Rmra Fund Total	202,532.35
63 - Capital Improv Proj Fund Total	4,056.25
70 - Emp Benefit Fund Total	22,698.71
71 - Workers Comp Fund Total	383,545.00
72 - Liability Ins Fund Total	646,411.00
74 - Local Water Project Total	38,002.82
75 - Cemetery Fund Total	57,171.92
76 - Sewer Fund Total	540,801.89
77 - Golf Fund Total	26,224.86
Grand Total	\$ 10,918,255.94

Check Register - Summary by Detail - July 2026

Fund	Check Date	Name	DESCRIPTION	Amount
01 - GENERAL FUND	07/02/26	MISSION LINEN SUPPL MISSION UNIFORM SER	FIRE DEPT LINEN UNI	\$ 407.38
			LINEN / UNIFORM CLE	197.31
			LINEN / UNIFORM CLE	397.29
			LINEN / UNIFORM CLE	658.41
			LINEN / UNIFORM CLE	658.41
			LINEN / UNIFORM CLE	658.41
	07/07/26	PACIFIC GAS & ELECT HOME DEPOT CREDIT S	GOLF STREET ELEC 34	42.29
			PD REPAIR SUPPLIES	988.89
		PACIFIC GROVE HARDW	B&G REPAIR SUPPLIES	162.72
			STREETS SUPPLIES	189.29
			REC REPAIR SUPPLIES	218.04
			B&G REPAIR SUPPLIES	1,201.04
			STREET VEHICLE REPA	30.32
			CDD OFFICE SUPPLIES	38.07
			MECH REPAIR SUPPLIE	61.14
			REC POOL SUPPLIES	72.48
			LIB REPAIR SUPPLIES	88.86
			PD REPAIR SUPPLIES	118.46
	07/10/26	AFLAC	B&G DISCOUNT CREDIT	(141.93)
			DED:5200 AFLAC PREM	577.44
		CALIF LAW ENFORCMEN CALPERS HEALTH	DED:5201 AFLAC P/T	1,415.93
			DED:3200 LTD PD	650.00
			DED:109 HEALTH	668.15
			DED:116 HEALTH	560.29
			DED:3081 HEALTH EMP	987.69
			DED:137 TRIO 95076	1,166.58
			DED:128 HEALTH EMP	1,168.86
			DED:112 HEALTH	1,168.86
			DED:3053 HEALTH FAM	1,519.52
			DED:106 HEALTH	1,670.14
			DED:111 HEALTH	1,737.18
			DED:131 HEALTH	1,301.95
			DED:2071 HEALTH	2,126.00
			DED:104 HEALTH	2,241.16
			DED:3051 KAISEREO	2,922.15
			DED:108 HEALTH	4,342.36
			DED:132 HEALTH	5,077.62
			DED:2072 HEALTH	3,627.00
			DED:2073 HEALTH FAM	7,567.50
			DED:130 HEALTH	7,811.76
			DED:105 HEALTH	10,197.32
			DED:103 HEALTH	8,964.64
		CITY OF PACIFIC GRO EFT	DED:3301 AFLAC MED	1,821.23
			DED:*FM MEDICARE	12,989.72
		PACIFIC GROVE CITY MASS MUTUAL (457 PL	DED:*SCA STATE TAX	18,194.01
			DED:*FT FEDERAL TX	46,553.09
		MASS MUTUAL GROUP W MTRY COUNTY DEPT OF PACIFIC GROVE MANAG CITY OF PACIFIC GRO	DED:7000 ASSOC DUES	735.75
			DED:3999 ROTH IRA	3,268.00
			DED:4000 DEF COMP	13,643.60
			DED:5203 WHOLE LIFE	406.21
			DED:0023 GARNISH	439.99
			DED:7203 ASSOC DUES	40.00
			DED:1006 WORK COMP	63.14
			DED:1009 WORK COMP	543.94
			DED:1003 WORK COMP	6,692.68
			DED:1010 WORK COMP	3,376.83
			DED:1005 WORK COMP	1,479.82
			DED:7510 PERS REIMB	56.58
			DED:2103 DENTAL FAM	1,230.04
			DED:2101 DENTALEOEE	1,419.60
			DED:2102 DENTAL+1EE	888.68
			DED:200 DENTALEOER	135.20
		PERS	DED:0005 SUTA	159.63
			DED:0004 SURV BEN	87.42
			DED:0022 PERS SP MS	322.78
			DED:08 PERS OTHER	359.81
			DED:2003 PERS OTHER	175.81
			DED:0018 PERS SP SF	879.13
			DED:0009 PERS OTHER	646.10
			DED:2001 PERS	2,255.06
			DED:0002 PERS	2,928.88
			DED:07 PERS CITY	5,748.63
			DED:0006 PERS CITY	7,275.07
			DED:2000 PERS EMPLOY	3,892.86
			DED:01 PERS	8,765.03
			DED:0017 PERS RG SF	8,830.58
			DED:0021 PERS REG M	14,936.49
			DED:0020 PERS ER M3	15,642.54
			DED:0011 PERS ER SF	9,812.24
			DED:0025 PERS RT MS	28.16
			DED:0019 PERS RT SF	(10.32)
		POLICE OFFICERS ASS	DED:7204 ASSOC DUES	8.00
		LEGAL SHIELD STATE DISABILITY TA	DED:7205 ASSOC DUES	809.86
			DED:6104 LEGAL SVC	29.30
			DED:0026 SDI	6,104.34

Check Register - Summary by Detail - July 2026

Fund	Check Date	Name	DESCRIPTION	Amount
		STANDARD INSURANCE	DED:3500 LIFE INS	\$ 1,449.00
		TRANSAMERICA EMPLOY	DED:5202 TRANSAMERI	311.82
		U.S. BENCOR/MIDAMER	DED:4007 HRA	225.00
		UNION BANK OF CALIF	DED:4005 PARS-457	4,207.79
		VISION SERVICE PLAN	DED:2502 VISIONEOEE	278.88
			DED:2503 VISION+1EE	185.64
			DED:2504 VISION FAM	171.36
			DED:300 VISIONEOER	26.56
	07/09/26	US BANK	F MARSH MISAC MEMBR	130.00
			M KHASIMI MISAC HOT	177.78
			M KHASIMI EQUIP REP	209.31
			D GHO PAINT STREETS	221.76
			S ARRIOLA CC DINNER	238.90
			S HOFFMAN OFF SUPPL	239.88
			D GHO EMPLOYEE APPRC	258.56
			J HALABI AI SUBSCR	9.99
			A CANALES SUBSCRPTN	13.00
			M MOGENSEN MTY HERL	18.00
			J MEDAWAR AI SUBSCR	20.00
			M KHASIMI SOCIAL ME	25.00
			S ARRIOLA CC NAMEPL	31.68
			L LIVIAN CHATGPT SU	50.00
			D DELFINO PIPE DWN	56.16
			S ARRIOLA CMO SUBSC	83.25
			S HOFFMAN TLO SUBSC	107.80
			PD 5084 DEPT STICKE	108.67
			S HOFFMAN HOLSTERS	118.74
			A CANALES BOOKS/MAT	120.32
			S ARRIOLA CDD SUBSC	295.00
			S KANDELL CMCA MEMB	300.00
			K CLARK PRGRM SUPPL	304.89
			D GHO TRAINING	385.00
			A CANALES OFF SUPPL	393.54
			F MARSH CONF / MTG	400.00
			J HALABI CAPIO MEMB	425.00
			B ANDERSON UNIFORM	437.89
			K CLARK OFF SUPPLIE	492.00
			K CLARK GRT PRGM SP	494.83
			D GHO SUBSCRIPTIONS	564.00
			M KHASIMI ZOOM SFTW	673.95
			M KHASIMI SOFTWARE	780.68
			PD 5092 HNDGUN SCHO	806.65
			PD 5084 TRAINING RI	835.80
			B ANDERSON INDEED	1,000.00
			M KHASIMI PC REPLAC	1,199.60
			S ARRIOLA CHAMBER/L	1,450.00
			K CLARK STAFF TRNG	2,067.90
			GIS SUPPORT SERVICE	1,806.00
	07/15/26	GEOGRAPHIC TECHNOLO	PPE 7.4.26	0.98
		PERS	LIB BOOKS & MATERIA	5.67
	07/17/26	AMAZON CAPITAL SERV	FIN OFFICE SUPPLIES	8.72
			FIN OFFICE SUPPLIES	9.81
			LIB SUPPLIES	12.66
			LIB BOOKS & MATERIA	13.92
			LIB BOOKS & MATERIA	15.28
			LIB BOOKS & MATERIA	18.02
			LIB BOOKS & MATERIA	18.03
			LIB SUPPLIES	18.70
			LIB BOOKS & MATERIA	20.94
			LIB BOOKS & MATERIA	21.03
			LIB SUPPLIES	21.72
			FIN OFFICE SUPPLIES	28.39
			LIB BOOKS & MATERIA	37.22
			LIB BOOKS & MATERIA	44.58
			LIB BOOKS & MATERIA	67.19
			LIB SUPPLIES	75.18
			LIB BOOKS & MATERIA	120.34
			LIB BOOKS & MATERIA	125.96
			LIB BOOKS & MATERIA	133.72
			LIB BOOKS & MATERIA	163.59
			LIB SUPPLIES	435.36
		PACIFIC GAS & ELECT	CALEDONIA ST	0.03
			FOREST CENTRL SPR	0.08
			17 MI DR BALLPARK	0.26
			117 RECREATION ROOM	3.53
			LOVERS POINT	4.68
			BERWICK PARK	5.02
			PLATT PK SPRNKLR	5.78
			162 16TH STREET	6.69
			17 MI DR BALLPARK	7.84
			CALEDONIA PK LIGHTS	9.95
			FOREST CENTRL SPR	10.08
			168 16TH ST	10.35
			17 MI DR BALLPARK	11.14

Check Register - Summary by Detail - July 2026

Fund	Check Date	Name	DESCRIPTION	Amount
			CORP YARD DM & 5TH	\$ 12.99
			PARKING LOT LIGHT	14.29
			CORP YARD SUNSET DR	17.15
			117 RECREATION ROOM	19.41
			1307 FORST SINEX SI	20.05
			GRAND AV & PK PL	20.83
			LOVERS POINT	24.22
			1307 FORST PINE SIG	24.27
			PHONE BOOTH-BERWICK	25.03
			PLATT PK SPRNKL	27.04
			CHAUTAUQUA HALL	27.81
			300 16TH ST.	35.25
			101 CH -FIN - 50%	38.70
			101 CH -CEDD - 50%	38.70
			COR MELROSE	47.08
			CHAUTAUQUA HALL	50.79
			PIEDMONT & MORELAND	53.00
			CITY COUNCIL - 3%	59.17
			RECREATION - 3%	59.17
			1307 FORST SINEX SI	60.94
			117 COMMUNITY CTR	87.27
			17TH ST & LAUREL	105.91
			PUBLIC LIBRARY	106.16
			300 FOREST AVE	111.39
			117 COMMUNITY CTR	117.97
			OCEANVIEW & 17TH	122.57
			CITY COUNCIL - 3%	129.53
			RECREATION - 3%	129.53
			FINANCE - 7%	138.05
			COR MELROSE	138.81
			CONCESSION STAND	155.62
			165 FOREST AVE	161.54
			FIRE DEPT	168.33
			FOREST 40 FT E/O LH	182.72
			CEDD - 9.5%	187.35
			CITY MANAGER - 9.5%	187.35
			17 MI DR BALLPARK	188.66
			POLICE DEPT	223.41
			FINANCE - 7%	302.23
			117 COMMUNITY CTR	345.30
			BEACH BOAT STORAGE	350.81
			FOREST & CENTRAL DR	534.09
			FOREST 40 FT E/O LH	553.54
			550 CENTRAL AVE	605.23
			17TH ST & LAUREL	626.48
			POLICE DEPT - 43%	848.02
			FIRE DEPT - 24%	1,036.23
			580 PINE AVE - LOAN	1,046.81
			FOREST & CENTRAL DR	1,443.20
			620 OCEAN VIEW POOL	1,503.88
			PUBLIC LIBRARY	1,647.78
			POLICE DEPT - 43%	1,856.58
			CEDD - 9.5%	410.17
			CITY MANAGER - 9.5%	410.17
			17 MILE DRIVE	440.55
			FIRE DEPT - 24%	473.31
			1307 FORST PINE SIG	70.77
		4LEAF	FY 25/26 BUILDING S	3,121.93
		ACCENT CLEAN & SWEE	FY 25/26 STREET SWE	18,810.00
			FY 25/26 STREET SWE	18,810.00
		ADA CHEN	RFND CREDIT ON ACCT	42.00
		ALEX CONNELL	RFND REQUESTED	144.00
		AMERICAN SUPPLY COM	JANITORIAL SUPPLIES	5,859.99
		AMIE MILLER	RFND REQUESTED	315.00
		ARCPOINT LABS OF MO	PRE-EMPL SCREENING	110.00
		AT&T	LH INTERNET 3200212	122.34
		AT&T CALNET 3	ADMIN INTERNET 3342	32.14
			LIB INTERNET 3343	502.80
			PD DATA LINES 8120	1,057.31
			ADMIN PHONE 3242	2,161.27
		BETTER CHOICE COSTU	FD PUBLIC ED HATS	506.17
		CA BUILDING STANDAR	CBSC FEE APR-JUN 20	522.00
		CA DEPT OF CONSERVA	SMIP FEES APR-JUN 2	1,688.43
		CA DEPT OF JUSTICE	PD SCREENING SVCS	286.00
		CARMEN ELIZA ABAD	RFND FOR SCHOLARSHI	42.00
		COLANTUONO, HIGHSMI	LEGAL SERVICES	410.00
		COMCAST	CH INTERNET 0085844	153.24
		L.N. CURTIS & SONS	EQUIPMENT NEW FIRE	1,539.88
		COAST COUNTIES GLAS	LIB SUPPLIES	656.00
		DELL MARKETING LP	VLA SOFTWARE LICENS	24,750.41
		DEMCO INC	LIB SUPPLIES	102.09
		DENISE DUFFY & ASSO	MND CRESPI POND	864.00
		DISASTER KLEENUP SP	PD BIOHAZARD CLEANU	2,202.50
		DWAN ELEVATOR CO	YOUTH CENTER ELEVAO	4,099.00

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Fund	Check Date	Name	DESCRIPTION	Amount
			ELEVATOR INSPECTION	\$ 6,922.75
		ENGINEERED FIRE SYS	FD PLAN REVIEW JUNE	1,012.50
		ESTHER ENEA	RFND REQUESTED	69.00
		EWING IRRIGATION PR	IRRIGATION SUPPLIES	114.88
			IRRIGATION SUPPLIES	196.70
			IRRIGATION SUPPLIES	160.93
		AT&T MOBILITY	LIB PHONES 1990	225.13
			PD CELL PHONES 5185	1,779.40
		FLEXTG LLC	REC KONICA COPIER	180.71
		GACHINA LANDSCAPE M	PARK MOWING SERVICE	1,426.00
			PARK MOWING SERVICE	(1,426.00)
		GEOGRAPHIC TECHNOLO	GIS SUPPORT SERVICE	42.00
		GINA KEATING	RFND REQUESTED	156.00
		GRANITE CONSTRUCTIO	STREET SUPPLIES	601.40
		HARRIS & ASSOCIATES	CONTRACT PLANNING S	8,287.50
		HAYWARD LUMBER COMP	STREETS SUPPLIES	444.58
			B&G REPAIR SUPPLIES	2,051.55
		INGRAM LIBRARY SERV	LIB BOOKS & MATERIA	630.94
		JUSTIN COOPER	RFND CANCEL RESERV	156.00
		KERRIE SMITH	RFND REQUESTED	187.50
		KIMBALL MIDWEST	MECH STOCK	552.17
		KRAEMER ENGINEERING	JULY 15TH RETAINER	(36,438.40)
		LAI THREADS LLC	EE RECOGNITION GIFT	2,552.55
		LAURA PENA	RFND REQUESTED	86.25
		LIBRARY IDEAS, LLC	LIB BOOKS & MATERIA	1.50
			LIB BOOKS & MATERIA	3.50
		LIEBERT CASSIDY WHI	LEGAL SERVICES JAN	194.00
			LEGAL SERVICES JAN	242.50
			LEGAL SERVICES JAN	408.50
			LEGAL SERVICES JAN	970.00
			LEGAL SERVICES JAN	1,018.50
			LEGAL SERVICES JAN	1,212.50
		MALISA PETERSON	RFND REQUESTED	86.25
		MARTIN GONZALEZ	DMV CLASS B LIC FEE	59.00
		MONTEREY PEACE OFFI	PD MCPOA RANGE	315.00
		MIDWEST LIBRARY SER	LIB BOOKS & MATERIA	12.66
		MIDWEST TAPE	LIB BOOKS & MATERIA	38.23
		MONTEREY BAY PEST C	RODENT CONTROL FOR	135.00
			RODENT CONTROL FOR	175.00
			RODENT CONTROL FOR	200.00
			RODENT CONTROL FOR	490.00
		MONTEREY COUNTY HEA	PD SART MAY 2026	2,052.00
		MONTEREY COUNTY WEE	CDD PH 687 MERMAID	355.32
			CDD PH 220 WILLOW	124.56
			CDD 2ND READ BUDGET	126.90
		ODP BUSINESS SOLUTI	CDD OFFICE SUPPLIES	152.03
			CDD OFFICE SUPPLIES	104.39
			CDD OFFICE SUPPLIES	109.38
		O'REILLY AUTO ENTER	MECH SUPPLIES	122.44
			B&G VEHICLE REPAIRS	160.51
			STREET VEHICLE REPR	291.65
			PW VEHICLE REPAIRS	10.34
			PD VEHICLE REPAIRS	87.29
		OVERDRIVE, INC.	LIB BOOKS & MATERIA	14.95
			LIB BOOKS & MATERIA	8.97
			LIB BOOKS & MATERIA	2.99
			LIB BOOKS & MATERIA	2.99
		PACIFIC GAS & ELECT	REC ELECTRIC 0956	4,313.36
		PURE WATER	PW WATER SERVICE	29.10
			MECH WATER SERVICE	29.10
			B&G WATER SERVICE	29.10
			STREET WATER SERVIC	29.10
		QUADIENT LEASING US	CC MAIL MACHINE LEA	25.01
			CDD MAIL MACHINE LE	200.06
			FIN MAIL MACHINE LE	130.04
			CM MAIL MACHINE LEA	10.00
			REC MAIL MACHINE LE	15.00
			PW MAIL MACHINE LEA	60.02
			PD MAIL MACHINE LEA	60.02
		PRIMO BRANDS	FD WATER SVC JUNE	312.99
		RINCON CONSULTANTS,	RINCON - HOUSING EL	5,169.00
			RINCON CONTRACT MAY	3,170.50
		ROBB HILL	ALA CONF TRAVEL	2,457.54
		ROBERT HALF	IT SUPPORT TEMP	12,150.00
		SAFETY-KLEEN SYSTEM	USED OIL COLLECTION	351.78
		SENTRY ALARM SYSTEM	CITY HALL DOOR ACCE	1,171.50
			CH FIRE ALARM REPAI	2,832.00
			CITY HALL FIRE PANE	18,338.16
		SHUTTERBUG STUDIOS	COUNCILMBR PORTRAIT	170.00
		SPCA OF MONTEREY CO	PD ANIMAL SERVICES	2,530.00
		TOPE'S TREE SERVICE	CONTRACT TREE SERVI	6,920.00
		VESTIS SERVICES, LL	PD LINEN SERVICES	795.38
		WATSONVILLE FORD	PD REPAIRS UNIT 2	166.73
		BRIAN WHITSON	MONTHLY MUSEUM JANI	2,100.00

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Fund	Check Date	Name	DESCRIPTION	Amount
		WILSON'S PLUMBING &	CLUB HSE FAN VENT	\$ 1,894.17
			CLUB HSE EXHAUST FA	3,174.00
		A TO Z DATABASES	LIB SUBSCRIPTION	690.00
		AMAZON CAPITAL SERV	PW OFFICE SUPPLIES	104.24
			B&G EXIT SIGNS	20.88
		AMBAG	FY27 MEMBER DUES	4,568.80
		BOUND TREE MEDICAL,	PD ICE PACKS	64.70
			PD ICE PACKS	38.70
		CENTRALSQUARE TECHN	PD MAINT CONTRACT	3,600.00
			FIN SOFTWARE AUG	5,211.10
		CHICAGO TITLE COMPA	FEE WATER PERMIT 33	128.00
		CIVICPLUS, LLC	SOCIAL MEDIA ARCHIV	4,848.13
		CMRTA	DAVID STILES REG FE	40.00
		COMPUTERSHARE CORPO	PERS POB PMT FY27	1,545,861.82
		CUMMINS-ALLISON COR	FIN COIN SORT WARRN	730.01
		DEBTBOOK	DEBTBOOK SUBSCRIPTI	12,285.00
		DISABILITY ACCESS C	DACTRAK SUBSCRIPTIO	2,000.00
		GACHINA LANDSCAPE M	LANDSCAPE JULY	1,426.00
		GARDAWORLD	JULY SERVICE FEES	107.88
		GISELLE ACEVEDO	PD BOOT REIMBURSEMT	250.00
		JENNIFER FUGITT	TRAINING MILEAGE RE	64.09
		KJ WOODS CONSTRUCTI	JULY RETENTION	(13,057.50)
		MONTEREY COUNTY WEE	CM NOTICE ELECTIONS	152.28
		CITY OF MONTEREY	FIRE SERVICES FY27	305,459.00
		MPRSRU	SRU CONTRIBUTION FY	5,000.00
		QUADIENT FINANCE US	CPG POSTAGE JULY	1,000.00
		PACIFIC WEST WATER	FIN WATER SERVICE	42.85
			CMO WATER SERVICE	42.85
			CDD WATER SERVICE	42.85
		PROQUEST LLC	CONTRACT SERVICES	1,750.08
		RACE FORWARD	GARE MEMBERSHIPS	1,000.00
		SHI INTERNATIONAL C	VEAAM PLATFORM SOFT	4,743.20
		TOTAL IMAGING SOLUT	CONTRACT SERVICES	935.00
		WATSONVILLE FORD	PD REPAIR UNIT PDA	293.69
			STREET REPAIR UNIT	207.53
			PD REPAIR UNIT 6	241.72
		WELLS FARGO VENDOR	FY27 KONICA LEASE T	169.21
			FY27 KONICA LEASE T	195.01
			FY27 KONICA LEASE T	216.78
			FY27 KONICA LEASE T	216.80
			FY27 KONICA LEASE T	216.80
			FY27 KONICA LEASE T	216.80
			FY27 KONICA LEASE T	232.67
		CALIFA GROUP	FY27 CONTRACT SERVI	7,050.00
		A & S METALS	RV DISPOSAL	1,300.00
		AMERICAN RED CROSS	REC STAFF TRAINING	42.00
			REC STAFF TRAINING	626.00
07/22/26		SALINAS VALLEY TIRE	BACKHOE TIRE REPAIR	307.59
		PRIMO BRANDS	PD WATER SERVICES	500.68
07/24/26		AFLAC	DED:5200 AFLAC PREM	577.44
			DED:5201 AFLAC P/T	1,346.21
		CALPERS HEALTH	DED:162 MEAHLTHE+2	1,513.51
			DED:167 MEAHLTHE+2	1,519.53
			DED:180 MEA HEALTH	560.30
			DED:106 HEALTH EO	835.07
			DED:150 MEAHLTH EO	835.07
			DED:3081 HLTH E+1	987.69
			DED:104 HEALTH E+1	1,120.58
			DED:156 MEAHLTHE+1	1,120.59
			DED:137 TRIO E+1	1,166.58
			DED:128 HEALTH EMP	1,168.86
			DED:112 KAISER E+1	1,168.86
			DED:165 MEAKAISREO	1,168.86
			DED:176 MEAHLTHE+1	1,301.96
			DED:109 ANTHEM EO	668.15
			DED:132 BLUSHLDE+2	1,692.54
			DED:172 MEAHLTHE+2	1,737.18
			DED:3051 KAISER EO	1,753.29
			DED:4304 HLTH RETRO	2,110.65
			DED:2071 HEALTH EO	2,126.00
			DED:155 MEAHLTH EO	2,319.00
			DED:177 MEAHLTHE+2	3,385.08
			DED:2072 HEALTH E+1	3,627.00
			DED:130 BLUSHLD EO	3,905.88
			DED:175 MEAHLTH EO	3,905.88
			DED:108 HEALTH E+2	4,342.36
			DED:105 HEALTH E+2	4,370.28
			DED:157 MEAHLTHE+2	5,827.04
			DED:2073 HEALTH E+2	6,054.00
			DED:103 HEALTH EO	6,723.48
		CITY OF PACIFIC GRO	DED:3301 AFLAC MED	1,821.23
		EFT	DED:*FM MEDICARE	13,330.98
			DED:*SCA STATE TAX	18,301.17
			DED:*FT FEDERAL TX	47,067.75

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Fund	Check Date	Name	DESCRIPTION	Amount
		PACIFIC GROVE CITY	DED:7000 ASSOC DUES	\$ 735.75
		MASS MUTUAL (457 PL	DED:4000 DEF COMP	13,443.60
			DED:3999 ROTH IRA	3,268.00
		MASS MUTUAL GROUP W	DED:5203 WHOLE LIFE	406.21
		MTRY COUNTY DEPT OF	DED:0023 GARNISH	439.99
		PACIFIC GROVE MANAG	DED:7203 ASSOC DUES	45.00
		CITY OF PACIFIC GRO	DED:1009 WORK COMP	590.75
			DED:1006 WORK COMP	63.14
			DED:1005 WORK COMP	1,535.57
			DED:1010 WORK COMP	3,337.29
			DED:1003 WORK COMP	6,540.31
			DED:7510 PERS REIMB	56.58
			DED:200 DENTALEOER	135.20
			DED:208 MEADENTEO	135.20
			DED:206 MEADENTE+1	205.08
			DED:207 MEADENTE+2	615.02
			DED:2102 DENTAL+1EE	683.60
			DED:2103 DENTAL FAM	702.88
			DED:205 MEADENTAL	439.40
			DED:2101 DENTALEOEE	845.00
			DED:0005 SUTA	162.47
		PERS	DED:2003 PERS OTHER	175.81
			DED:0019 PERS RT SF	(3.44)
			DED:0025 PERS RT MS	13.36
			DED:0009 PERS OTHER	494.86
			DED:0018 PERS SP SF	508.48
			DED:0004 SURV BEN	88.35
			DED:0022 PERS SP MS	254.93
			DED:08 PERS OTHER	359.81
			DED:07 PERS CITY	5,748.63
			DED:0006 PERS CITY	7,146.10
			DED:01 PERS	8,765.03
			DED:0017 PERS RG SF	9,067.11
			DED:0011 PERS ER SF	9,683.56
			DED:0021 PERS REG M	15,409.06
			DED:0020 PERS ER M3	16,041.51
			DED:2000 PERS EMPLOY	3,892.86
			DED:0002 PERS	3,016.74
			DED:2001 PERS	2,255.06
		POLICE OFFICERS ASS	DED:7205 ASSOC DUES	844.25
		LEGAL SHIELD	DED:6104 LEGAL SVC	29.30
		STATE DISABILITY TA	DED:0026 SDI	6,211.30
		TRANSAMERICA EMPLOY	DED:5202 TRANSAMERI	311.82
		U.S. BENCOR/MIDAMER	DED:4007 HRA	225.00
		UNION BANK OF CALIF	DED:4005 PARS-457	4,697.05
		VISION SERVICE PLAN	DED:2502 VISIONEOEE	278.88
			DED:2503 VISION+1EE	185.64
			DED:2504 VISION FAM	185.64
			DED:300 VISIONEOER	26.56
07/23/26		CA DEPT OF TAX AND	2026 Q2 LH SALES TA	1,155.00
07/24/26		PERS	ANNUAL FY27 UAL	4,978,276.00
07/29/26		VISION SERVICE PLAN	AUG 2026 VISION	0.74
07/31/26		AMAZON CAPITAL SERV	PD OFFICE SUPP CRED	(36.93)
			LIB BOOKS & MATERIA	(1.28)
			REC PROGRAM SUPPLIE	21.49
			REC PROGRAM SUPPLIE	21.84
			LIB BOOKS & MATERIA	22.29
			PW OFFICE SUPPLIES	38.45
			REC PROGRAM SUPPLIE	40.41
			REC PROGRAM SUPPLIE	47.16
			REC OFFICE SUPPLIES	60.08
			REC PROGRAM SUPPLIE	113.14
			REC OFFICE SUPPLIES	162.21
			LIB BOOKS & MATERIA	203.88
			REC PROGRAM SUPPLIE	209.62
			REC PROGRAM SUPPLIE	632.38
		CALIFORNIA AMERICAN	643 HYDRANTS HYDT	46.16
			MECH 5%	46.93
			165 FOREST-MUSEUM	63.90
			CENTRAL 4 IN FIRE	63.90
			600 PINE AVE FIRE	63.90
			300 FOREST AVE	63.90
			2100 SUNSET DRIVE	75.18
			840 LIGHTHSE PLANTE	75.18
			850 LIGHTHSE PLANTE	75.18
			882 LIGHTHSE PLANTE	75.18
			106 7TH ST PARK	75.18
			308 16TH ST.	75.18
			748 LIGHTHSE IRRG	75.18
			800 LIGHTHSE PLANTE	75.18
			792 LIGHTHSE IRRIG	75.18
			765 LIGHTHSE IRRIG	75.18
			B & G 15%	140.78
			582 LIGHTHSE IRRIG	146.67

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Fund	Check Date	Name	DESCRIPTION	Amount
			SUNSET-CORPYARD18%	\$ 168.94
			585 LAUREL	200.66
			1025 MORSE-PLATT PK	1,535.79
			620 OCEANVIEW/BATH	1,638.09
			930 SINEX	1,940.89
			114 CALEDONIA PK	2,105.01
			616 OCEANVW-SWIM PL	2,457.65
			980 PIEDMONT BALL P	3,145.36
			230 17-MILE DRIVE	3,604.02
			616 OCEANVIEW IRRG	3,736.99
			707 OCEANVIEW-NAIAD	4,997.94
			150 FOREST-JEWELL P	5,162.20
			391 OCEANVW-BERWICK	8,305.35
			196 OCEANVW IRRIG	469.12
			ST FUND 50%	469.27
			100 OCEANVW IRRIG	482.07
			711 OCEANVIEW IRRG	505.52
			580 PINE	590.09
			515 JUNIPERO	720.17
			1051 OCEANVIEW IRRG	769.16
			863 OCEANVIEW IRRG	769.16
			304 16TH ST BDOM-FR	814.53
			550 CENTRAL	1,008.68
			165 FOREST AVE FIR	339.78
			300 FOREST FIRE-50%	349.49
			300 FOREST FIRE-50%	349.50
			130 LIGHTHOUSE IRRIG	200.66
			611 CENTRAL AVE	231.18
			139 GRAND AVE	278.80
			610 OCEANVW IRRIGPK	283.27
			300 FOREST AVE	469.12
			600 PINE	400.26
			304 16TH ST FIRE	101.92
			300 FOREST IRRIG	114.71
		ALLI MAYORGA	RFND CANCEL CLASS	11.50
		AMANDA PRUFER	RFND CANCEL CLASS	11.50
		AMBER SMITH	RFND REQUESTED	103.50
		ANGIE MAGALLANES	RFND DAMAGE DEPOSIT	570.00
		AUTUMN WOOCK	RFND REQUESTED	76.50
		BRITTANY RAMETTA	RFND CANCEL CLASS	12.75
		DAVID FOSSUM	RFND CANCEL RESERV	61.50
		DESTINY RODRIGUEZ	RFND DAMAGE DEPOSIT	570.00
		ERIC MEYER	RFND REQUESTED	315.00
		GLYNIS BARRETT	RFND REQUESTED	195.00
		HEATHER LUND	RFND CREDIT ON ACCT	82.00
		JESSICA GLENN	RFND CANCEL CLASS	11.50
		KATHERINE STEPHENS	RFND CANCEL CLASS	12.75
		KATIE MARSH	RFND CANCEL CLASS	23.00
		KATIE ZERBE	RFND CANCEL CLASS	23.00
		NATALIE DESROCHERS	RFND CANCEL CLASS	11.50
		NATASHA BULLER	RFND CANCEL CLASS	11.50
		REBECCA POZZI	RFND REQUESTED	69.00
		RUTH NWORAH	RFND CANCEL CLASS	12.75
		WENDY MCDONALD	RFND REQUESTED	157.50
		ALENA RACHELLE WAGR	PMT FOR DANCE CLASS	385.00
		AMAZON CAPITAL SERV	REC PROGRAM SUPPLIE	(24.02)
			LIB BOOKS & MATERIA	106.75
			PD OFFICE SUPPLIES	10.90
			LIB BOOKS & MATERIA	27.84
			REC OFFICE SUPPLIES	56.25
		BOUND TREE MEDICAL,	FD MEDICAL SUPPLIES	388.70
		CA DEPT OF JUSTICE	CMO BACKGRND SVCS	273.00
		CALTRONICS BUSINESS	KONICA COPIES FY26	122.98
			KONICA COPIES FY26	183.34
			KONICA COPIES FY26	228.08
			KONICA COPIES FY26	287.57
			KONICA COPIES FY26	447.06
			KONICA COPIES FY26	695.79
		FOSTER & FOSTER, IN	GASB 75 ACTUARIAL V	15,500.00
		GARDAWORLD	JUNE EXCESS SVC FEE	51.58
		GROVE MARKET	REC PROGRAM SUPPLIE	68.78
			REC PROGRAM SUPPLIE	6.22
		IPS GROUP, INC	PD METER FEES	1,598.30
		SECURE SOLUTIONS	PD BACKGRND CHECKS	1,590.00
			PD BACKGRND CHECKS	2,795.84
		LANGUAGE LINE SERVI	PD LANGUAGE SERVICE	8.33
		MONTEREY COUNTY HEA	PD SART JUNE 2026	2,052.00
		COUNTY OF MONTEREY	CJIS ACCESS FY26 Q4	17,915.15
		NATIONAL STOCK SIGN	STREET ROAD SIGNS	106.80
		ODP BUSINESS SOLUTI	FIN OFFICE SUPPLIES	6.12
		PACIFIC GROVE GOLF	PMT FOR JUNE CAMPS	4,012.00
		PATRICIA NOFZIGER	PMT FOR TAI CHI CLA	42.00
		REGIONAL GOVERNMENT	PAYROLL ADVISORY JU	496.10
		VARAJIC CONSULTING	PMT FOR JUNE CLASSE	9,814.00

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Fund	Check Date	Name	DESCRIPTION	Amount
		VERIZON BUSINESS	PD PORT ACCESS	\$ 118.08
		WATSONVILLE CHRYSLE	PD REPAIRS CREDIT	(82.31)
			PD REPAIR UNIT 7	705.34
		WT COX INFORMATION	LIB BOOKS & MATERIA	3,249.67
		AT&T	REC PHONE 096	31.76
			ADMIN PHONE 253	31.76
		BYWATER SOLUTIONS,	KOHA SUPPORT AND HO	8,411.00
		CA DEPT OF INDUSTRI	LIBRARY INSPECTION	125.00
		COMCAST	REC INTERNET 021497	102.49
			PW INTERNET 0389527	106.24
			PD INTERNET 0387836	151.24
			CH TV 0039031	14.15
			PW INTERNET 0194117	228.88
		DANIEL M DEIS	SAFETY BOOT REIMBRS	228.38
		DWAN ELEVATOR CO	CITY HALL ELEVATOR	14,138.11
		EWING IRRIGATION PR	IRRIGATION	454.01
		FIRST ALARM INC.	PD ALARM TEST	149.04
		GOVERNMENT FINANCE	S GEORGE TRAINING	75.00
		GINA PERRONE	RFND PROGRAM FEES	112.00
		GRANITE CONSTRUCTIO	STREET SUPPLIES	591.41
		HOME DEPOT CREDIT S	B&G BREAKROOM	157.32
			LATE FEE	29.00
		HOMETEK	MEM BENCH ENGRAVING	165.00
			MEM BENCH ENGRAVING	165.00
			MEM BENCH ENGRAVING	165.00
			MEM BENCH ENGRAVING	165.00
		INTERSTATE TRAFFIC	STREET STENCIL GUAR	613.71
		IPS GROUP, INC	PD BATTERY PACKS	1,396.63
		KIMBALL MIDWEST	B&G REPAIR SUPPLIES	80.63
			B&G VEHICLE REPAIRS	96.48
			MECH SUPPLIES	350.04
		MAIN STREET SIGNS	STREET SIGNS	295.60
		MARK43, INC.	RMS SUBSCRIPTION RE	41,404.00
		MONTEREY BAY AIR RE	CAPITA ASSMT MEMBER	9,681.10
		MONTEREY BAY PEST C	B&G RODENT CONTROL	575.00
			B&G RODENT CONTROL	200.00
			B&G RODENT CONTROL	490.00
			B&G RODENT CONTROL	175.00
			B&G RODENT CONTROL	180.00
		CITY OF MONTEREY	PD CLETS SERVICES	2,500.00
			FIRE SVCS FY27 AUGU	305,459.00
		NATHAN CORDOBA	WEEK 1 ACT TRAINING	506.00
			WEEK 2 ACT TRAINING	506.00
		ODP BUSINESS SOLUTI	PD OFFICE SUPPLIES	345.97
			PD OFFICE SUPPLIES	160.68
			FIN OFFICE SUPPLIE	76.53
		PACIFIC GAS & ELECT	REC ELECTRIC 4030	591.59
		PACIFIC GROVE GOLF	PMT FOR JULY CAMPS	4,012.00
		PACIFIC LIBRARY PAR	FY27 MEMBERSHIP	8,641.00
		LYNN PEAVEY COMPANY	PD SUPPLIES	34.96
		PETERSON TRUCKS INC	STREET REPAIR UNIT	27.44
		PRIMO BRANDS	REC WATER SVC JULY	78.00
		REVIZE, LLC	WEBSITE HOSTING	1,800.00
		RYDIN DECAL	RES PARKING PERMITS	444.94
		VARAJIC CONSULTING	PMT FOR JULY CAMPS	11,564.00
		SENTRY ALARM SYSTEM	INSPECTIONS	150.00
		TAMC	CMP REG TRANS PLANN	4,813.00
		THE SHERWIN WILLIAM	PAINT FOR STREETS	4,937.01
			PAINT FOR STREETS	243.12
		TORO PETROLEUM CORP	FD DIESEL JULY	2,255.59
		VERIZON BUSINESS	PW PHONES JULY	625.72
			PD DATA JULY3712100	540.29
			ADMIN PHONES JULY	181.96
			CDD PHONES JULY	129.21
			CMO PHONES JULY	140.89
			PD PHONES JULY	99.96
			REC PHONES JULY	37.36
			IT PHONES JULY	50.69
			PW DATA JULY	62.07
			FD PHONES JULY	62.62
			IT ADMIN DATA JULY	70.81
			LIB DATA JULY	76.02
		WATSONVILLE FORD	B&G REPAIR UNIT 54	244.27
			PD REPAIR UNIT 6	21.07
		WATT'S VALLEY GLASS	LIB GLASS REPLACEMT	975.00
		SWIFT CAR WASH	PD CAR WASH AUG	320.00
		WILSON'S PLUMBING &	PD HEAT PUMP	2,350.59
		SIGNWORKS	PD REPAIRS UNIT	135.94
		STURDY OIL COMPANY	STREET FUEL JUNE	953.87
			B&G FUEL JUNE	1,907.72
			A/R FUEL JUNE	3,334.23
			PD FUEL JUNE	3,516.16
		MONTEREY BAY PEST C	LIB RODENT CONTROL	135.00
			LIB RODENT CONTROL	175.00

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Fund	Check Date	Name	DESCRIPTION	Amount
		TOM'S SITE SERVICES	PORTABLE TOILETS	\$ 3,807.70
		MISSION LINEN SUPPL	FD LINENS JULY	293.62
		MISSION UNIFORM SER	COMM CTR LINEN JULY	131.54
			REC LINEN SVC JULY	264.86
			MECH LINEN JULY	522.48
			B&G LINEN JULY	522.48
			STREET LINEN JULY	522.49
			BOOT REIMBURSEMENT	250.00
17 - LOCAL STREETS AND ROADS	07/17/26	ALEXANDER BERNABE	19TH STREET REHAB (	526,235.65
18 - GAS TAX FUND		KRAEMER ENGINEERING	FOREST AVE SUNSET A	54.36
		PACIFIC GAS & ELECT	FOREST AV SUNSET AV	51.44
			FOREST AVE SUNSET A	19.77
			19TH & SUNSET DR.	15.00
			FOREST AV SUNSET AV	13.67
	07/24/26	PERS	ANNUAL FY27 UAL	31,009.00
	07/31/26	CALIFORNIA AMERICAN	CEM 4%	37.54
		4LEAF	FY 25/26 ON-CALL TR	717.00
			FY 25/26 ON-CALL TR	956.00
		BEAR ELECTRICAL SOL	TRAFFIC SIGNAL MAIN	250.00
		PACIFIC GAS & ELECT	PW ELECTRIC 4482	9,086.88
		STURDY OIL COMPANY	GAS TAX FUEL JUNE	953.87
22 - ASSET SEIZURE FUND		DAVID LANCE PETERSO	RETURN EVIDENCE HOL	2,880.00
24 - STILLWELL CHILDREN'S POOL	07/17/26	AMERICAN SUPPLY COM	POOL SUPPLIES	882.43
		PENINSULA POOL SERV	LVR PT POOL SERVICE	95.34
	07/31/26	AMAZON CAPITAL SERV	POOL SUPPLIES	77.74
27 - LIGHTHOUSE MAINT.& IMPV.	07/07/26	PACIFIC GROVE HARDW	LH REPAIR SUPPLIES	151.76
	07/09/26	US BANK	D GHG GIFTSHOP MIRR	128.33
	07/17/26	PACIFIC GAS & ELECT	ASILOMAR BLVD PG LH	145.19
			ASILOMAR BLVD PG LH	49.61
		KAY BONNELL	LH MERCHANDISE	210.00
			LH SHIPPING	18.50
	07/31/26	AMAZON CAPITAL SERV	LIGHTHOUSE SUPPLIES	60.49
		CALIFORNIA AMERICAN	90 ASILOMAR	301.04
		AT&T CALNET 3	LH PHONE 3247	32.14
		ESCARRAGA'S LUXURY	LH CLEANING JULY	504.00
		LIFE AT SEA	LH MERCHANDISE	937.50
		UNITED STATES LIGHT	LH SHIPPING	22.00
			LH MERCHANDISE	800.00
31 - OPERATING DONATIONS	07/17/26	OJLA	CHINESE PAVILION CI	1,840.00
40 - POETRY PROMOTION FUND	07/07/26	HOME DEPOT CREDIT S	POETRY REPAIR SUPPL	369.22
		PACIFIC GROVE HARDW	POET PRCH SUPPLIES	125.05
	07/17/26	GRAND AVENUE FLOORI	POET PERCH HOUSE	1,644.07
		VALI MARIE FRANCIS	POETRY PROGRAM	250.00
	07/31/26	SURFACES PAINTING &	POET'S PERCH PAINTI	6,000.00
			POET'S PERCH PAINTI	9,550.00
42 - PUB SAFETY AUG FUND	07/17/26	MONTEREY COUNTY EME	FY27 DISPATCH & NGE	152,285.00
43 - SLESF FUND		FLOCK GROUP, INC.	FLOCK CAMERAS FY27	36,000.00
47 - RMRA FUND		KRAEMER ENGINEERING	19TH STREET REHAB (	202,532.35
63 - CAPITAL IMPROV PROJ FUND		CLIENTFIRST TECHNOL	ADVISORY FOR ERP SY	2,868.75
		JMS CEMENT CONTRACT	CARMEL & SINEX CIP	1,187.50
70 - EMP BENEFIT FUND		PARS	PARS FEES MAY	434.26
		CLAREMONT BEHAVIORA	EAP JULY SERVICES	752.45
	07/29/26	CALPERS HEALTH	AUG26 RET & CHANGES	11,154.20
		STANDARD INSURANCE	AUG 2026 LIFE PREMI	2,953.64
			JUL 2026 DENTAL	7,404.16
71 - WORKERS COMP FUND	07/17/26	CALIFORNIA JPIA	FY27 WORK COMP PRGM	370,813.00
	07/24/26	PERS	ANNUAL FY27 UAL	12,732.00
72 - LIABILITY INS FUND	07/17/26	ALLIANT INSURANCE S	FY27 ACIP CRIME REN	2,157.00
		CALIFORNIA JPIA	FY27 LIABILITY PROG	461,981.00
	07/24/26	PERS	ANNUAL FY27 UAL	11,166.00
	07/31/26	CALIFORNIA JPIA	FY27 PROP INSUR PRG	171,107.00
74 - LOCAL WATER PROJECT	07/02/26	PACIFIC GAS & ELECT	LWP ELECTRIC 0972	13,744.06
	07/31/26	CALIFORNIA AMERICAN	1313 OCEAN VIEW BLV	24,258.76
75 - CEMETERY FUND	07/02/26	MISSION UNIFORM SER	LINEN / UNIFORM CLE	658.41
	07/07/26	PACIFIC GROVE HARDW	CEM REPAIR SUPPLIES	509.75
	07/17/26	PACIFIC GAS & ELECT	CEMETERY - 1%	19.72
			CEMETERY	36.33
			CEMETERY - 1%	43.18
			CREST & RIPPLE	9.01
		EWING IRRIGATION PR	CEM IRRIGATN SUPPLY	189.51
		HAYWARD LUMBER COMP	CEM REPAIR SUPPLIES	97.80
		SITE INDUSTRIES, LL	FY27 SOFTWARE LIC	1,800.00
	07/24/26	PERS	ANNUAL FY27 UAL	52,799.00
	07/31/26	CALIFORNIA AMERICAN	SEWER 8%	75.08
			1254 DELMONTECEM70%	387.91
		STURDY OIL COMPANY	CEM FUEL JUNE	23.73
		MISSION UNIFORM SER	CEM LINEN JULY	522.49
76 - SEWER FUND	07/02/26		LINEN / UNIFORM CLE	658.41
		PACIFIC GAS & ELECT	PW SEWER ELEC 4175	51.55
	07/07/26	PACIFIC GROVE HARDW	SEWER SUPPLIES	10.91
	07/09/26	US BANK	D GHG TOOL REPAIRS	272.61
	07/17/26	PACIFIC GAS & ELECT	1996 SUNSET DR.	73.82
			PUMP SUNSET ARENA	515.00
			OCEANVIEW BLVD & 8T	8.64

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Fund	Check Date	Name	DESCRIPTION	Amount
			520 OCEAN VIEW BLVD	\$ 5.20
			471 OCEAN VIEW BL.	49.50
			PUMP RUSSELL SVC CT	57.41
			PUMP SUNSET ARENA	35.91
			PUMP STATION	33.72
			1996 SUNSET DR.	17.48
			520 OCEAN VIEW BLVD	24.87
			471 OCEAN VIEW BL.	13.96
			PUMP RUSSELL SVC CT	11.56
			PUMP SUNSET ARENA	176.36
			EARDLEY PUMP #1	61.56
			17TH & OCNVW	64.68
			O V 9TH PUMP #2	1,049.04
			360 OCEAN VIEW BLVD	369.82
			EARDLEY PUMP #1	193.74
			PUMP 17TH & OCNVW	218.09
		ANTHONY RAMIREZ	BACKFLOW TRNG MILEA	311.75
		DOCTORS ON DUTY MED	DMV PHYSICAL 135528	150.00
		DON CHAPIN CO., INC	SEWER LINE MAINTENA	2,750.72
			SEWER LINE MAINTENA	2,998.24
			SEWER LINE MAINTENA	4,387.04
			SEWER LINE MAINTENA	5,176.64
		KIMBALL MIDWEST	SEWER REPAIR UNIT 4	87.72
		MONTEREY ONE WATER	FOG /STORMWATER INS	18,610.74
			LIFT STATION MAINTEN	62,584.71
		PACIFIC GAS & ELECT	PW SEWER ELEC 5126	1,252.32
		PURE WATER	SEWER WATER SERVICE	29.10
		CHRIS WILSON PLUMBI	SEWER PUMP REPAIRS	1,678.90
		ANTHONY RAMIREZ	REIMB SAFETY BOOTS	202.09
		KJ WOODS CONSTRUCTI	17 MILE DRIVE SEWER	261,150.00
		MISSION LINEN SUPPL	SEWER UNIFORMS	81.00
	07/24/26	PERS	ANNUAL FY27 UAL	161,564.00
	07/31/26	CALIFORNIA AMERICAN	100 OCEANVW IRRIG	75.18
			1273 CRESPI POND 50	115.43
			263 GROVE ACRES	455.85
		DON CHAPIN CO., INC	SEWER LINE MAINTENA	4,163.04
		WALLACE GROUP	EMERGNCY TRAINING	4,147.65
		AT&T	PW SEWER PHONE 293	31.76
			PW SEWER PHONE 126	31.76
			PW SEWER PHONE 057	31.76
			PW SEWER PHONE 139	31.76
		UNDERGROUND SERVICE	2026 MEMBERSHIP	3,640.00
		STURDY OIL COMPANY	SEWER FUEL JUNE	566.40
		MISSION UNIFORM SER	SEWER LINEN JULY	522.49
77 - GOLF FUND	07/17/26	PACIFIC GAS & ELECT	1313 OCEAN VIEW BLV	112.33
			1313 OCEAN VIEW BLV	36.25
		PACIFIC GROVE GOLF	JUNE FOOD / BEV FEE	3,500.00
	07/31/26	CALIFORNIA AMERICAN	1273 CRESPI POND 50	115.42
			77 ASILOMAR FIRE SV	101.45
			77 ASILOMAR GOLF HS	1,560.37
			1254 DELMONTGOLF30	387.91
		PACIFIC GROVE CAPIT	APR - JUNE 2026	20,411.13
Grand Total				\$ 10,918,255.94

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CITY HALL	ACCESS MEDIA PRODUCTIONS	27000015	AMP RENEWAL FY27 CONTRACT			26,000.00	0.00	0.00	26,000.00
		Total for PO 27000015				26,000.00	0.00	0.00	26,000.00
	Total for ACCESS MEDIA PRODUCTIONS				26,000.00	0.00	0.00	26,000.00	
	CLIENTFIRST TECHNOLOGY CONSULTING	27000003	ADVISORY ERP SYSTEM			71,008.75	0.00	0.00	71,008.75
		Total for PO 27000003				71,008.75	0.00	0.00	71,008.75
	Total for CLIENTFIRST TECHNOLOGY CONSULTING				71,008.75	0.00	0.00	71,008.75	
	DEBTBOOK	27000010	DEBTBOOK SUBSCRIPTION 5/2026 - 5/2027			12,285.00	0.00	0.00	12,285.00
			DEBTBOOK SUBSCRIPTION 5/2026 - 5/2027	116730	DB2009922	0.00	0.00	12,285.00	(12,285.00)
			Total for PO 27000010				12,285.00	0.00	12,285.00
	Total for DEBTBOOK				12,285.00	0.00	12,285.00	0.00	
	FLEXTG LLC	27000028	KONICA MAINTENANCE FY27			20,000.00	0.00	0.00	20,000.00
			Total for PO 27000028				20,000.00	0.00	0.00
	Total for FLEXTG LLC				20,000.00	0.00	0.00	20,000.00	
	GEOGRAPHIC TECHNOLOGIES GROUP INC.	27000017	GIS SUPPORT SERVICES			6,495.00	0.00	0.00	6,495.00
			Total for PO 27000017				6,495.00	0.00	0.00
	Total for GEOGRAPHIC TECHNOLOGIES GROUP INC.				6,495.00	0.00	0.00	6,495.00	
	P.G. MUSEUM OF NATURAL HISTORY	27000031	FY27 MUSEUM ADMIN FEES			389,000.00	0.00	0.00	389,000.00
			Total for PO 27000031				389,000.00	0.00	0.00
	Total for P.G. MUSEUM OF NATURAL HISTORY				389,000.00	0.00	0.00	389,000.00	
	PROPS & MEASURES	27000002	MANAGEMENT SERVICES			93,380.00	0.00	0.00	93,380.00
			Total for PO 27000002				93,380.00	0.00	0.00
	Total for PROPS & MEASURES				93,380.00	0.00	0.00	93,380.00	
	REGIONAL GOVERNMENT SERVICES	27000001	PAYROLL ADVISORY SERVICES			17,230.30	0.00	0.00	17,230.30
			Total for PO 27000001				17,230.30	0.00	0.00
	Total for REGIONAL GOVERNMENT SERVICES				17,230.30	0.00	0.00	17,230.30	
	ROBERT HALF	27000016	IT SUPPORT TEMP			45,817.90	0.00	0.00	45,817.90
Total for PO 27000016				45,817.90	0.00	0.00	45,817.90		
Total for ROBERT HALF				45,817.90	0.00	0.00	45,817.90		
SENTRY ALARM SYSTEMS INC.	27000006	MONITORING MONTHLY			12,780.00	0.00	0.00	12,780.00	
		Total for PO 27000006				12,780.00	0.00	0.00	12,780.00
Total for SENTRY ALARM SYSTEMS INC.				12,780.00	0.00	0.00	12,780.00		
WELLS FARGO VENDOR FINANCE SERV	27000011	FY27 KONICA LEASE THRU MARCH			17,570.12	0.00	0.00	17,570.12	
		FY27 KONICA LEASE THRU MARCH	116751	5039082295	0.00	0.00	1,464.07	(1,464.07)	
		Total for PO 27000011				17,570.12	0.00	1,464.07	16,106.05

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CITY HALL	WELLS FARGO VENDOR FINANCE SERV	27000025	KONICA LEASE FY27			17,575.00	0.00	0.00	17,575.00
		Total for PO 27000025				17,575.00	0.00	0.00	17,575.00
		Total for WELLS FARGO VENDOR FINANCE SERV				35,145.12	0.00	1,464.07	33,681.05
Total for CITY HALL						729,142.07	0.00	13,749.07	715,393.00
CITY MANAGER	BOB MURRAY & ASSOCIATES	27000027	EXEC RECRUITMENT CITY MGR			38,500.00	0.00	0.00	38,500.00
		Total for PO 27000027				38,500.00	0.00	0.00	38,500.00
		Total for BOB MURRAY & ASSOCIATES				38,500.00	0.00	0.00	38,500.00
Total for CITY MANAGER						38,500.00	0.00	0.00	38,500.00
COMMUNITY DEVELOPMENT DEPARTMENT	4LEAF	27000005	BUILDING SERVICES			975,000.00	0.00	0.00	975,000.00
		Total for PO 27000005				975,000.00	0.00	0.00	975,000.00
	Total for 4LEAF				975,000.00	0.00	0.00	975,000.00	
	RINCON CONSULTANTS, INC	27000004	1398 PICO BAL FWD MAY 2026-MAY 2027			17,642.50	0.00	0.00	17,642.50
		Total for PO 27000004				17,642.50	0.00	0.00	17,642.50
Total for RINCON CONSULTANTS, INC						17,642.50	0.00	0.00	17,642.50
Total for COMMUNITY DEVELOPMENT DEPARTMENT						992,642.50	0.00	0.00	992,642.50
FIRE DEPARTMENT	CITY OF MONTEREY	27000007	FIRE SERVICES FY27			3,665,508.00	0.00	0.00	3,665,508.00
			FIRE SERVICES FY27	116741	113112	0.00	0.00	305,459.00	(305,459.00)
			FIRE SERVICES FY27	116858	113372	0.00	0.00	305,459.00	(305,459.00)
		Total for PO 27000007				3,665,508.00	0.00	610,918.00	3,054,590.00
		Total for CITY OF MONTEREY				3,665,508.00	0.00	610,918.00	3,054,590.00
Total for FIRE DEPARTMENT						3,665,508.00	0.00	610,918.00	3,054,590.00
PACIFIC GROVE LIBRARY	BYWATER SOLUTIONS, LLC	27000022	KOHA SUPPORT AND HOSTING			8,411.00	0.00	0.00	8,411.00
		Total for PO 27000022				8,411.00	0.00	0.00	8,411.00
	27000034	KOHA SUPPORT AND HOSTING			8,411.00	0.00	0.00	8,411.00	
		KOHA SUPPORT AND HOSTING	116836	INV-10081	0.00	0.00	8,411.00	(8,411.00)	
	Total for PO 27000034				8,411.00	0.00	8,411.00	0.00	
	Total for BYWATER SOLUTIONS, LLC				16,822.00	0.00	8,411.00	8,411.00	
CALIFA GROUP	27000014	FY27 CONTRACT SERVICES			7,050.00	0.00	0.00	7,050.00	
		FY27 CONTRACT SERVICES	116752	9319	0.00	0.00	7,050.00	(7,050.00)	
		Total for PO 27000014				7,050.00	0.00	7,050.00	0.00
Total for CALIFA GROUP						7,050.00	0.00	7,050.00	0.00
Total for PACIFIC GROVE LIBRARY						23,872.00	0.00	15,461.00	8,411.00
POLICE DEPARTMENT	COUNTY OF MONTEREY - SHERIFF	26000172	CJIS ACCESS FY26 Q4			17,915.15	0.00	0.00	17,915.15
		CJIS ACCESS FY26 Q4	116822	3340	0.00	0.00	17,915.15	(17,915.15)	
		Total for PO 26000172				17,915.15	0.00	17,915.15	0.00
Total for COUNTY OF MONTEREY - SHERIFF						17,915.15	0.00	17,915.15	0.00

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POLICE DEPARTMENT	FLOCK GROUP, INC.	27000008	FLOCK CAMERAS FY27			36,000.00	0.00	0.00	36,000.00	
			FLOCK CAMERAS FY27	116732	INV-97180	0.00	0.00	36,000.00	(36,000.00)	
		Total for PO 27000008					36,000.00	0.00	36,000.00	0.00
	Total for FLOCK GROUP, INC.					36,000.00	0.00	36,000.00	0.00	
	MARK43, INC.	27000033	RMS SUBSCRIPTION RENEWAL			41,404.00	0.00	0.00	41,404.00	
			RMS SUBSCRIPTION RENEWAL	116855	INV1888	0.00	0.00	41,404.00	(41,404.00)	
		Total for PO 27000033					41,404.00	0.00	41,404.00	0.00
	Total for MARK43, INC.					41,404.00	0.00	41,404.00	0.00	
	MONTEREY COUNTY EMERGENCY COMM	27000012	FY27 DISPATCH & NGEN SERVICES			553,479.00	0.00	0.00	553,479.00	
			FY27 DISPATCH & NGEN SERVICES	116738	MONT071026	0.00	0.00	152,285.00	(152,285.00)	
		Total for PO 27000012					553,479.00	0.00	152,285.00	401,194.00
	Total for MONTEREY COUNTY EMERGENCY COMM					553,479.00	0.00	152,285.00	401,194.00	
	MPRSRU	27000013	SRU CONTRIBUTION FY27			5,000.00	0.00	0.00	5,000.00	
			SRU CONTRIBUTION FY27	116742	59	0.00	0.00	5,000.00	(5,000.00)	
		Total for PO 27000013					5,000.00	0.00	5,000.00	0.00
	Total for MPRSRU					5,000.00	0.00	5,000.00	0.00	
	Total for POLICE DEPARTMENT						653,798.15	0.00	252,604.15	401,194.00
PUBLIC WORKS DEPARTMENT	ACCENT CLEAN & SWEEP, INC	27000024	FY 26/27 STREET SWEEPING			225,720.00	0.00	0.00	225,720.00	
			Total for PO 27000024					225,720.00	0.00	0.00
	Total for ACCENT CLEAN & SWEEP, INC					225,720.00	0.00	0.00	225,720.00	
	DWAN ELEVATOR CO	27000021	ELEVATOR INSPECTION, MAINTENANCE			27,691.00	0.00	0.00	27,691.00	
			Total for PO 27000021					27,691.00	0.00	0.00
		27000029	CITY HALL ELEVATOR REPAIR			28,276.22	0.00	0.00	28,276.22	
	CITY HALL ELEVATOR REPAIR		116841	40040	0.00	0.00	14,138.11	(14,138.11)		
	Total for PO 27000029					28,276.22	0.00	14,138.11	14,138.11	
	Total for DWAN ELEVATOR CO					55,967.22	0.00	14,138.11	41,829.11	
	GACHINA LANDSCAPE MANAGEMENT	27000019	PARK MOWING SERVICES			20,644.00	0.00	0.00	20,644.00	
			Total for PO 27000019					20,644.00	0.00	0.00
	Total for GACHINA LANDSCAPE MANAGEMENT					20,644.00	0.00	0.00	20,644.00	
	KJ WOODS CONSTRUCTION INC	27000009	17 MILE DRIVE SEWER INFRASTRUCTURE REHAB			6,738,000.00	0.00	0.00	6,738,000.00	
17 MILE DRIVE SEWER			116737	26-43901	0.00	0.00	261,150.00	(261,150.00)		

FPP0016 Purchase Order Details
PO Dates Between Jul 1, 2026 and Jul 31, 2026

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Page 4

Approval Group	Vendor	PO Nbr	PO Line Item	Check #	Invoice	Orig Encumbrance	Changes	Payments	PO Balance
PUBLIC WORKS DEPARTMENT	KJ WOODS CONSTRUCTION INC	27000009	INFRASTRUCTURE REHAB						
		Total for PO 27000009				6,738,000.00	0.00	261,150.00	6,476,850.00
		Total for KJ WOODS CONSTRUCTION INC				6,738,000.00	0.00	261,150.00	6,476,850.00
	LLORIN-VELASQUEZ CORPORATION	27000023	CEMETERY HEADSTONE TRIMMING			32,400.00	0.00	0.00	32,400.00
		Total for PO 27000023				32,400.00	0.00	0.00	32,400.00
		Total for LLORIN-VELASQUEZ CORPORATION				32,400.00	0.00	0.00	32,400.00
	SURFACES PAINTING & DECORATING, INC	27000030	POET'S PERCH PAINTING			15,550.00	0.00	0.00	15,550.00
			POET'S PERCH PAINTING	116871	10578	0.00	0.00	9,550.00	(9,550.00)
			POET'S PERCH PAINTING	116871	10579	0.00	0.00	6,000.00	(6,000.00)
		Total for PO 27000030				15,550.00	0.00	15,550.00	0.00
		Total for SURFACES PAINTING & DECORATING, INC				15,550.00	0.00	15,550.00	0.00
	TOPE'S TREE SERVICE	27000020	CONTRACT TREE SERVICES			250,000.00	0.00	0.00	250,000.00
		Total for PO 27000020				250,000.00	0.00	0.00	250,000.00
		Total for TOPE'S TREE SERVICE				250,000.00	0.00	0.00	250,000.00
	URBAN SDK, INC	27000035	ANNUAL RENEWAL - SPEED COUNT SOFTWARE			10,000.00	0.00	0.00	10,000.00
		Total for PO 27000035				10,000.00	0.00	0.00	10,000.00
		Total for URBAN SDK, INC				10,000.00	0.00	0.00	10,000.00
Total for PUBLIC WORKS DEPARTMENT						7,348,281.22	0.00	290,838.11	7,057,443.11
Overall Total						13,451,743.94	0.00	1,183,570.33	12,268,173.61

City of Pacific Grove California

Interim Budget Status Report For the Fiscal Year Ended June 30, 2026



City of Pacific Grove
300 Forest Avenue
Pacific Grove, CA 93950
www.cityofpacificgrove.org





City of Pacific Grove

Interim Financials

Fiscal Year 2025-26



Welcome Message

From the

City Manager

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Mission and Vision

- Mission: To deliver quality professional public services in the City and region
- Vision: To thoughtfully grow as an inclusive community, protecting its character

Core Values

- Leadership: Uphold the highest work ethic
- Inclusiveness: Cultivate an environment of trust
- Integrity: Safeguard public trust
- Collaboration: Promote transparent engagement
- Stewardship: Protect our natural environment

Focused Priority Areas and Goals

- Recreation: Robust and accessible activities
- Infrastructure: Maintain community assets
- Stewardship: Implement sustainable practices
- Housing: Diversity affordable opportunities

City Council Fiscal Year 2025-26

Mayor:	Nick Smith
Councilmembers:	Joe Amelio, Mayor Pro Tempore
	Cynthia Garfield
	Lori McDonnell
	Chaps Poduri
	Tina Rau
	(Vacant)

The City of Pacific Grove presents its interim financials for Fiscal Year 2025-26.

This report presents the City's overall financial condition in an easy to read format for all users, focusing on major revenues and expenses by major fund type.



Matthew Mogensen
City Manager

Summary of Annual Report

This report is an interim financial update on the City's various funds, including its General, Sewer, Local Water and Cemetery funds, as presented in more detail in the City's adopted budget for FY 2025-26.



Audit Opinion / Awards for Excellence

The City has received a "clean" unmodified audit opinion for its prior audited financial reports, and a Certificate of Achievement for Excellence in Financial Reporting (COA) from the Government Finance Officers Association (GFOA). In addition, the City has received awards for excellence for its operating budget from GFOA and the California Society of Municipal Finance Officers. These awards focus on providing quality documents that are easy to understand by the public.

Social Media for the City

Website: cityofpacificgrove.org

Facebook: [CityofPacificGrove](https://www.facebook.com/CityofPacificGrove)

X/Twitter: [@PacificGrove](https://twitter.com/PacificGrove)



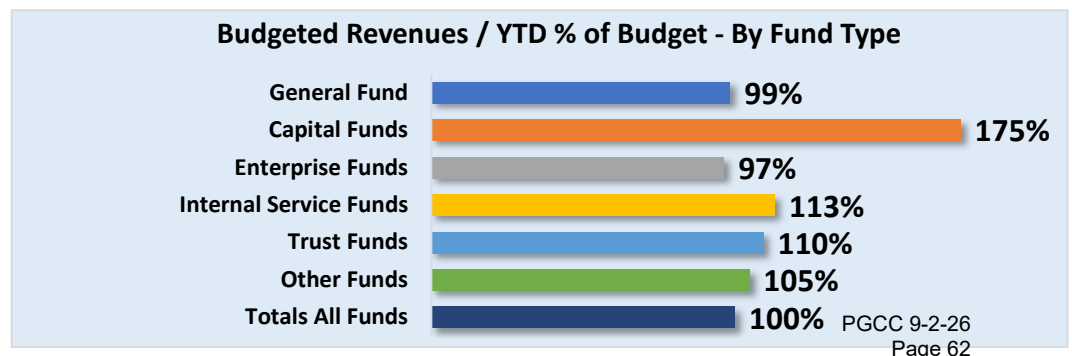


Revenues by Fund - FY 2025-26 (Unaudited)
Through June 2026
100% of Budget Year Complete

Fund	Revenues				Working Capital	
	Revised Budget	YTD	YTD % of Budget	Prior YTD	Projected Change for Fiscal Year	Projected Ending Reserves *
Main Fund - Fund 01	\$ 33,460,651	\$ 33,814,487	101%	\$ 35,315,324	\$ (1,576,147)	\$ 15,576,820
Other Funds Included	1,027,610	176,776	17%	30,690	(110,640)	60,419
General Fund	34,488,261	33,991,263	99%	35,346,014	(1,686,787)	15,637,239
Capital Projects	506,682	884,750	175%	3,046,788	(959,003)	1,305,115
Capital Funds	506,682	884,750	175%	3,046,788	(959,003)	1,305,115
Local Water Project	1,288,746	1,408,356	109%	1,964,680	263,641	482,582
Cemetery	580,902	648,002	112%	659,053	(267,207)	766,398
Sewer	4,099,809	3,642,397	89%	4,446,603	(3,535,874)	6,521,660
Golf	956,538	983,882	103%	952,516	(41,144)	917,793
Sewer Lateral Loans	3,908	11,627	200%	9,546	(26,092)	155,482
Enterprise Funds	6,929,903	6,694,264	97%	8,032,398	(3,606,676)	8,843,915
Employee Benefit	316,299	309,159	98%	272,531	3,599	65,661
Worker's Compensation	925,299	1,152,610	125%	1,276,770	8,351	772,664
Liability Insurance	753,944	800,961	106%	1,142,405	(128,223)	773,000
Internal Service Funds	1,995,542	2,262,730	113%	2,691,706	(116,273)	1,611,326
Library	23,141	31,323	135%	31,843	13,141	610,620
Cemetery	121,734	136,272	112%	144,903	121,734	2,411,891
Yount	8,000	-	0%	33,485	-	807,008
Trust Funds	152,875	167,595	110%	210,231	134,875	3,829,519
Library / Poetry	101,677	147,345	145%	128,887	(723)	317,397
Museum	8,073	9,448	117%	12,369	(32,927)	265,456
Public Safety	732,890	715,231	98%	1,288,644	(133,319)	445,245
Housing	48,956	60,559	124%	61,093	(363,927)	299,633
Streets	1,935,351	1,824,885	94%	2,170,443	(2,405,918)	531,169
Lighthouse	126,917	125,469	99%	131,915	(60,966)	163,206
Community Development/CDBG	41,957	46,329	110%	33,581	(370,444)	348,797
ARPA	-	-	0%	833,241	-	-
Downtown/Hospitality Districts	561,700	668,998	119%	611,836	-	58,804
Cable Franchise / Other	62,750	203,408	200%	183,736	(150,441)	168,488
Other Funds	3,620,271	3,801,672	105%	5,455,745	(3,518,665)	2,598,194
Totals All Funds	\$ 47,693,534	\$ 47,802,274	100%	\$ 54,782,882	\$ (9,752,529)	\$ 33,825,308

* Excludes Proposed Adjustments and Rollovers

Analysis: Q4 revenues are aligned with budget.



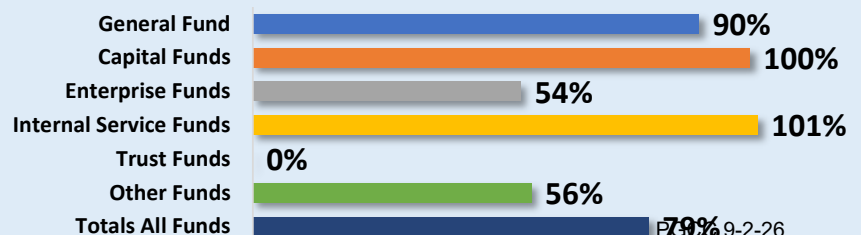


Expenses by Fund - FY 2025-26 (Unaudited)
Through June 2026
100% of Budget Year Complete

Fund	Expenses					
	Revised Budget	YTD	YTD % of Projected	Purchase Orders	YTD % with POs	Prior YTD
Main Fund - Fund 01	\$ 35,036,798	\$ 32,241,927	92%	\$ 2,366,463	99%	\$ 35,180,677
Other Funds Included	1,138,250	141,302	12%	176,886	28%	45,230
General Fund	36,175,048	32,383,229	90%	2,543,349	97%	35,225,907
Capital Projects	1,465,685	1,462,279	100%	-	100%	1,019,291
Capital Funds	1,465,685	1,462,279	100%	-	100%	1,019,291
Local Water Project	1,025,105	1,118,962	109%	2,587	109%	1,483,581
Cemetery	848,109	815,836	96%	-	96%	816,577
Sewer	7,635,683	2,773,065	36%	1,782,816	60%	3,059,860
Golf	997,682	954,465	96%	10,500	97%	805,391
Sewer Lateral Loans	30,000	4,261	14%	-	14%	-
Enterprise Funds	10,536,579	5,666,588	54%	1,795,903	71%	6,165,409
Employee Benefit	312,700	355,349	114%	-	114%	369,989
Worker's Compensation	916,948	1,019,235	111%	-	111%	1,756,300
Liability Insurance	882,167	766,382	87%	-	87%	1,178,929
Internal Service Funds	2,111,815	2,140,966	101%	-	101%	3,305,218
Library	10,000	-	0%	-	0%	-
Cemetery	-	-	0%	-	0%	-
Yount	8,000	-	0%	-	0%	7,849
Trust Funds	18,000	-	0%	-	0%	7,849
Library / Poetry	102,400	65,909	64%	-	64%	71,018
Museum	41,000	40,749	99%	-	99%	58,809
Public Safety	866,209	755,411	87%	3,313	88%	1,068,144
Housing	412,883	108,135	26%	-	26%	99,673
Streets	4,341,269	2,192,393	51%	450,802	61%	1,376,215
Lighthouse	187,883	125,879	67%	-	67%	131,714
Community Development/CDBG	412,401	24,206	6%	39,000	15%	22,491
ARPA	-	-	0%	-	0%	906,457
Downtown/Hospitality Districts	561,700	522,964	93%	-	93%	584,502
Cable Franchise / Other	213,191	156,746	74%	42,394	93%	123,539
Other Funds	7,138,936	3,992,392	56%	535,509	63%	4,442,562
Totals All Funds	\$ 57,446,063	\$ 45,645,454	79%	\$ 4,874,761	88%	\$ 50,166,236

Analysis: Q4 expenses are significantly lower than budget. Individually significant items are as follows: **Other Funds**: \$900k budget for Chautauqua Hall and Chinese Pavilion, with no expenditures YTD. **Sewer/Streets/RMRA/Capital Projects**: \$4.3M CIP combined budget rollover with minimal expenditures YTD.

Budgeted Expenses / YTD % of Budget By Fund Type





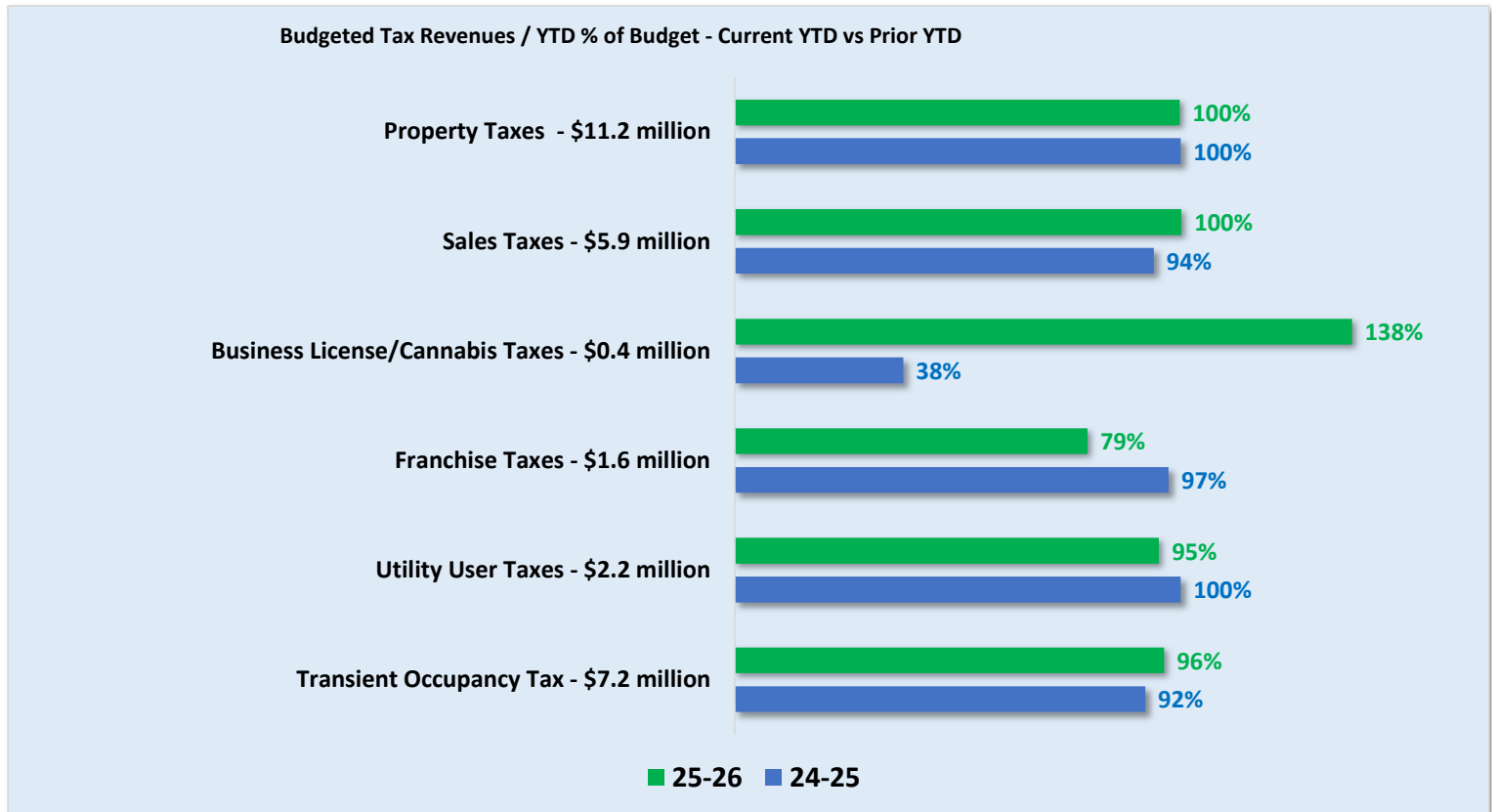
General Fund Revenues - FY 2025-26 (Unaudited)
Through June 2026
100% of Budget Year Complete

Revenue Account	Revised Budget	YTD Revenues	YTD % of Budget	Prior YTD Revenues	Prior YTD % of PY Actual
Property Taxes	\$ 11,222,700	\$ 11,200,395	100%	\$ 10,647,700	100%
Sales Taxes	5,945,600	5,956,245	100%	6,360,487	94%
Business License/Cannabis Taxes	416,000	575,773	138%	508,790	38%
Franchise Taxes	1,603,400	1,268,127	79%	1,547,278	97%
Utility User Taxes	2,183,500	2,076,981	95%	2,435,825	100%
Transient Occupancy Tax	7,213,700	6,946,697	96%	6,937,463	92%
Litter Abatement	210,000	168,090	80%	212,050	100%
Construction Permits	932,200	1,230,670	132%	1,030,971	100%
Zoning Enforcement	206,000	434,006	200%	215,517	100%
Plan Check Fees	606,700	620,687	102%	559,406	100%
Parking Meters	351,200	345,058	98%	361,489	100%
Water Entitlements	287,600	117,172	41%	1,612,353	100%
Interest Earned	350,000	611,520	175%	1,224,646	100%
Investment Market Value Gain/Loss	-	2,593	200%	324,907	100%
Indirect Cost Reimbursement	578,600	552,000	95%	552,000	32%
Total Major Revenues	32,107,200	32,106,014	100%	34,530,882	92%
Total General Fund [Main] Revenues	\$ 33,460,651	\$ 33,814,487	101%	\$ 35,315,324	94%

FY 2023-24 Tax Revenues	Property Taxes	Sales Taxes	BL/Other	Franchise	Hotel Taxes	Utility
	10,135,764	5,975,031	697,772	1,635,968	6,730,240	2,118,068

Analysis: Q4 revenues are slightly below budget primarily due to:

1. Low TOT receipts YTD, however an accrual will be made at year-end to record CY revenue owed to the City,
2. Low FranchiseTax receipts YTD, however an accrual will be made at year-end to record CY revenue owed to the City.

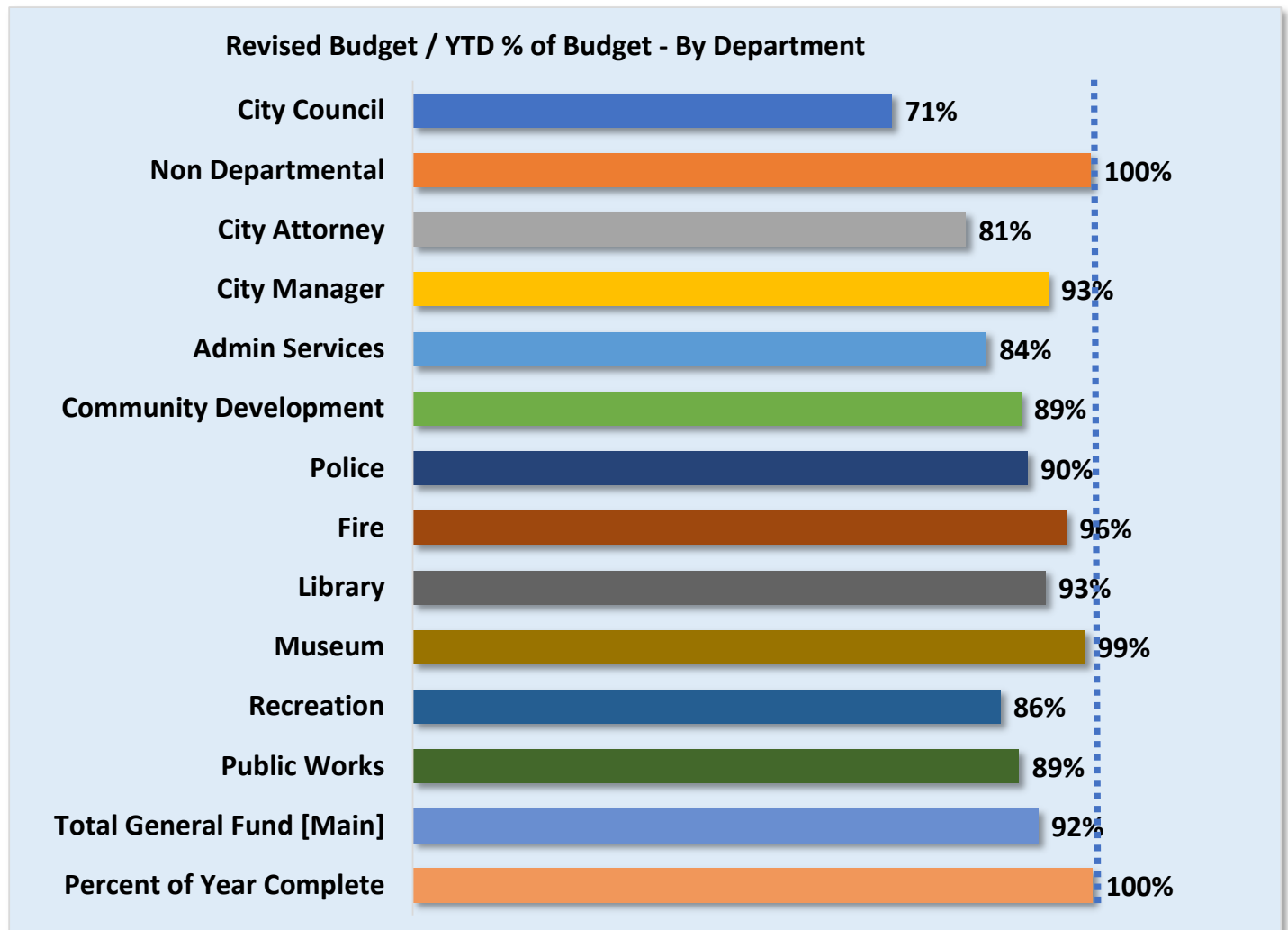




General Fund Expenses (including Transfer) by Department - FY 2025-26 (Unaudited)
Through June 2026
100% of Budget Year Complete

Department	Revised Budget	YTD Expenditures	YTD % of Budget	PY YTD % of PY Budget	Outstanding Purchase Orders	YTD % with POs	PY Actuals
City Council	\$ 276,365	\$ 194,916	71%	149%	\$ 5,957	73%	\$ 205,646
Non Departmental	7,034,619	7,019,418	100%	0%	-	100%	1,098,047
City Attorney	915,000	744,409	81%	79%	307,195	115%	1,098,047
City Manager	1,651,679	1,543,737	93%	100%	35,325	96%	1,508,300
Admin Services	2,699,548	2,277,477	84%	174%	99,849	88%	3,622,272
Community Development	2,439,321	2,182,830	89%	115%	600,464	114%	2,608,724
Police	7,981,343	7,217,754	90%	107%	41,607	91%	8,800,353
Fire	4,078,497	3,923,131	96%	110%	1,185,777	125%	5,351,322
Library	1,201,910	1,119,079	93%	108%	1,443	93%	1,137,084
Museum	424,493	419,630	99%	110%	-	99%	348,118
Recreation	1,802,832	1,558,181	86%	139%	195	86%	1,209,986
Public Works	4,531,191	4,041,367	89%	103%	88,652	91%	4,476,763
al General Fund [Main]	\$ 35,036,798	\$ 32,241,928	92%	112%	\$ 2,366,463	99%	\$ 31,464,662

Analysis: Q4 expenses are slightly lower than budgeted due to Police, Public Works, Admin, Recreation, and Community Development operating under budget.

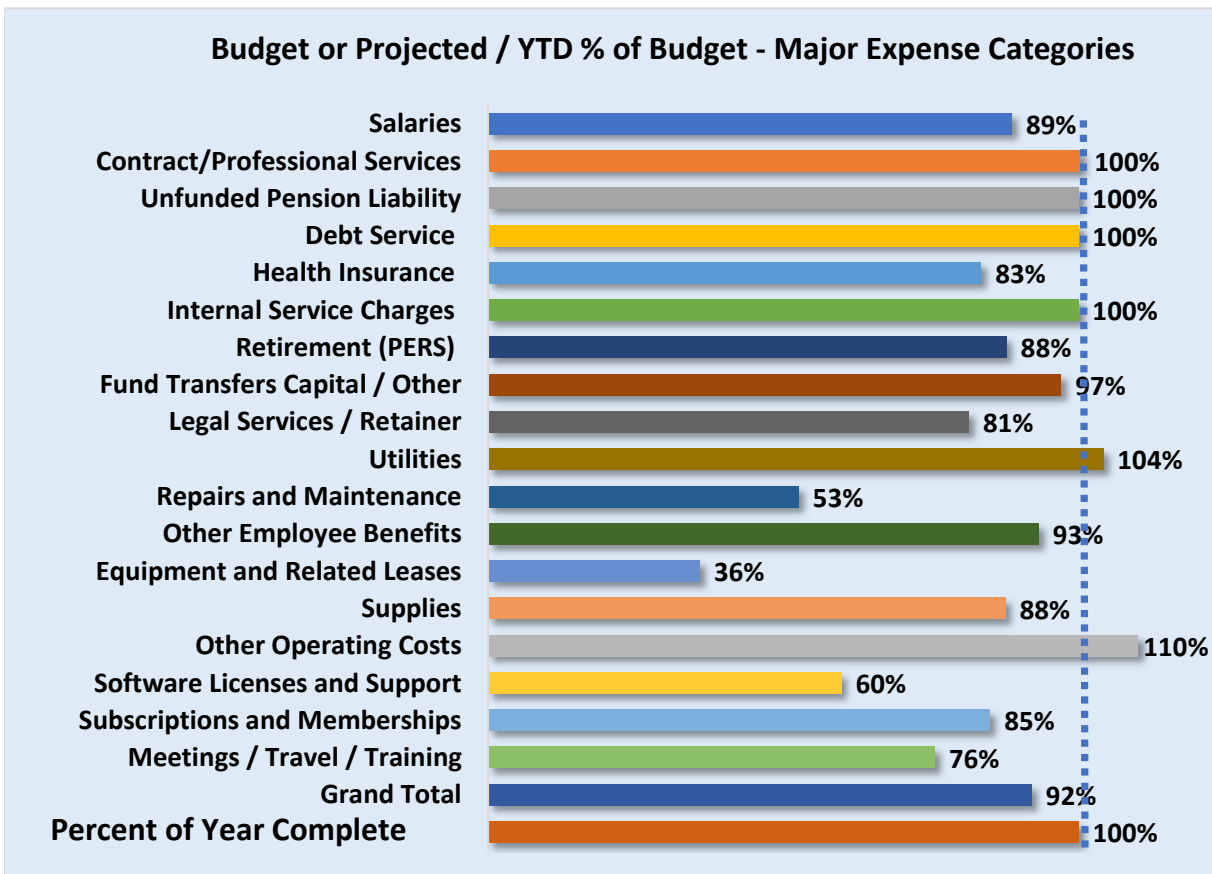




**General Fund Expenditure Report - FY 2025-26 (Unaudited)
Through June 2026
100% of Budget Year Complete**

Expense Line Item	Revised Budget	YTD	YTD % of Budget	Purchase Orders	YTD % with POs
Salaries	11,628,459	10,313,745	89%	-	89%
Contract/Professional Services	6,661,694	6,681,637	100%	1,981,646	130%
Unfunded Pension Liability	4,747,019	4,747,020	100%	-	100%
Debt Service	1,512,562	1,512,562	100%	-	100%
Health Insurance	1,368,833	1,142,438	83%	-	83%
Internal Service Charges	1,364,000	1,364,000	100%	-	100%
Retirement (PERS)	1,150,254	1,010,046	88%	-	88%
Fund Transfers Capital / Other	1,117,600	1,084,201	97%	-	97%
Legal Services / Retainer	966,000	786,579	81%	327,874	115%
Utilities	900,968	938,605	104%	-	104%
Repairs and Maintenance	682,892	359,114	53%	9,346	54%
Other Employee Benefits	634,618	591,789	93%	-	93%
Equipment and Related Leases	519,780	186,288	36%	19,888	40%
Supplies	461,800	404,444	88%	6,495	89%
Other Operating Costs	456,050	501,872	110%	5,928	111%
Software Licenses and Support	397,569	237,850	60%	9,330	62%
Subscriptions and Memberships	285,200	242,419	85%	5,957	87%
Meetings / Travel / Training	181,500	137,277	76%	-	76%
Grand Total	35,036,798	32,241,886	92%	2,366,463	99%

Analysis: Q4 expenditures are below budget primarily due to savings in Salaries, Repairs, Equipment, and Health Insurance.





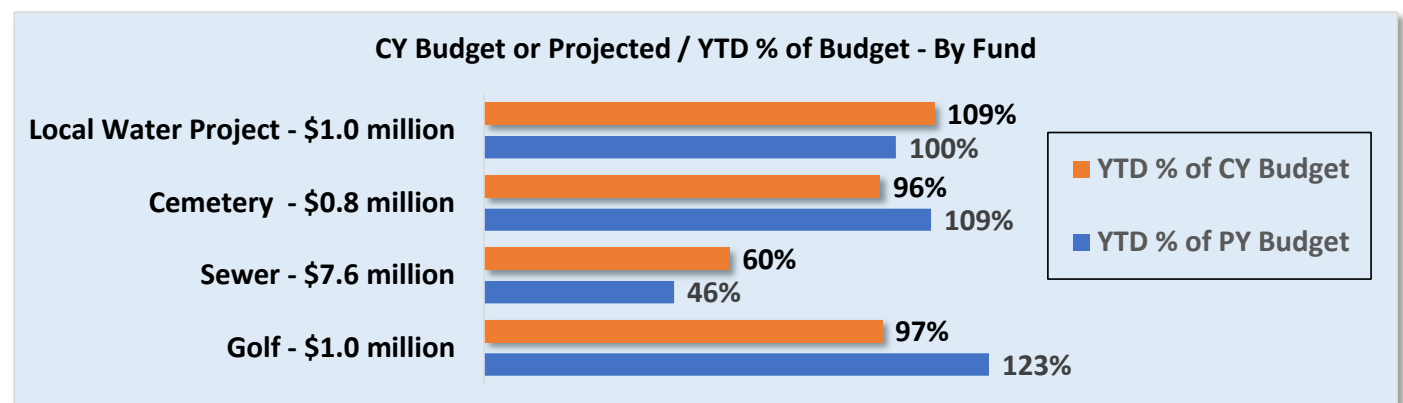
Expense Report by Object - Enterprise Funds - FY 2025-26 (Unaudited)
Through June 2026
100% of Budget Year Complete

Fund / Expense Line Item	CY BUDGET	CY Expenses	% CY Budget	PY Budget	PY Expenses	% PY Budget
Local Water Project	1,025,105	1,121,548	109%	1,360,925	1,362,585	100%
Supplies And Services	25,000	-	0%	25,000	1,467	6%
Contract Services	425,656	521,776	123%	419,476	524,772	125%
Fund Transfers	-	-	0%	350,000	-	0%
Indirect And ISF Charges	41,000	41,000	100%	50,000	50,000	100%
Debt Service	206,449	205,764	100%	206,449	205,771	100%
Project Utilities	327,000	353,008	108%	310,000	579,563	187%
Bad Debt Expense	-	-	0%	-	1,013	0%
Cemetery Fund	848,109	815,836	96%	737,871	801,981	109%
Services And Supplies	88,700	64,623	73%	149,695	77,605	52%
Salaries And Benefits	350,409	335,880	96%	298,177	362,583	122%
Indirect Costs And Isf Charges	169,000	169,000	100%	169,000	169,000	100%
Utilities	240,000	246,333	103%	121,000	192,792	159%
Sewer Fund	7,635,683	4,555,881	60%	6,032,635	2,786,204	46%
Debt Service	87,814	87,214	99%	89,689	88,102	98%
Other Operating Costs	356,769	68,821	19%	394,069	(863,741)	-219%
Capital Improvements	4,584,414	1,930,358	42%	3,248,637	999,590	31%
Employee Salaries	789,214	622,900	79%	637,237	614,827	96%
Contract Services	407,000	476,812	117%	374,725	507,525	135%
Employee Benefits	211,176	156,838	74%	174,278	321,905	185%
Indirect Cost / ISF Charges	430,000	430,000	100%	423,000	423,000	100%
Maintenance Services	516,000	521,263	101%	450,000	474,305	105%
Unfunded Pension Liability	153,296	153,296	100%	141,000	141,000	100%
Utilities	100,000	108,379	108%	100,000	79,691	80%
Golf Fund	997,682	964,964	97%	755,057	926,892	123%
Capital Projects And Equipment	128,000	98,565	77%	108,000	173,356	161%
Services And Supplies	22,000	45,674	208%	30,000	-	0%
Debt Service	272,097	268,030	99%	272,057	268,235	99%
Utilities	23,019	13,442	58%	20,000	24,568	123%
Indirect Cost Allocation	20,000	20,000	100%	20,000	20,000	100%
Utilities	457,566	445,001	97%	305,000	419,972	138%
Bad Debt Expense	75,000	74,253	99%	-	20,761	0%
Grand Total	10,506,579	7,458,230	71%	8,886,488	5,877,662	66%

Analysis: Q4 Enterprise Fund Expenses are slightly lower than budget primarily due to:

1. Sewer - Capital Improvements: CY expenses lower than budget due to \$2.1M budget rollover from PY.

Note: CY Expenses include encumbrances

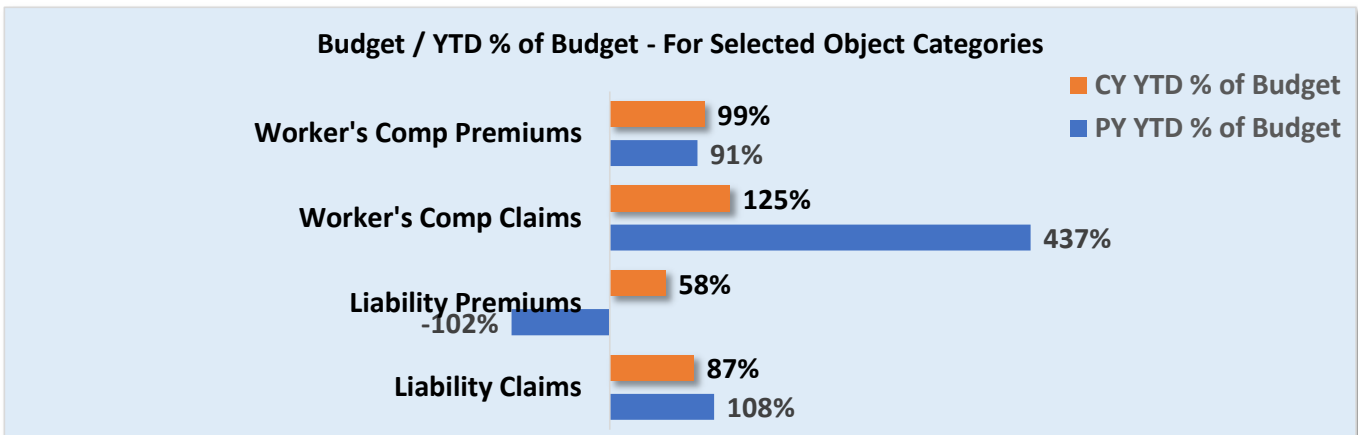
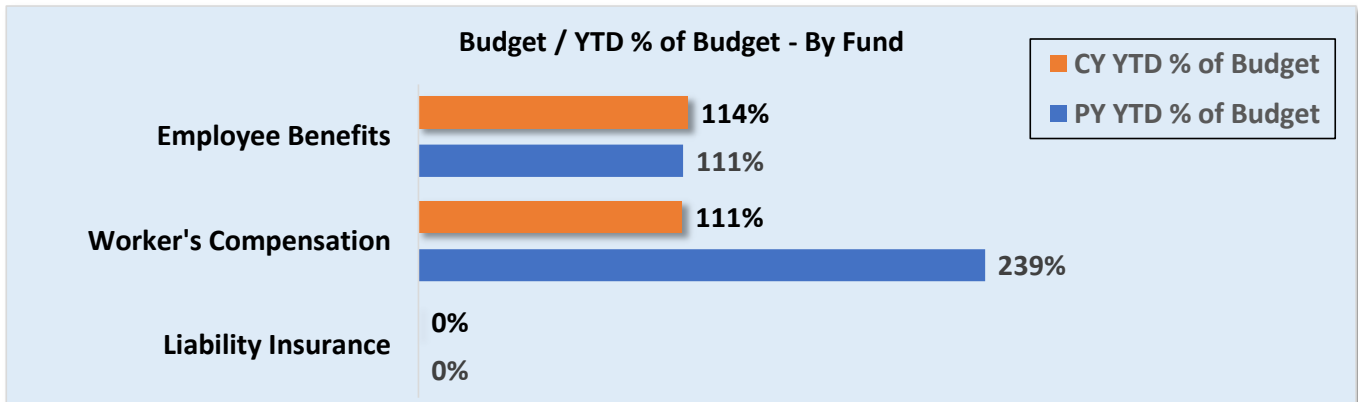




Internal Service Funds Expense Report - FY 2025-26 (Unaudited)
Through June 2026
100% of Budget Year Complete

Fund / Expense Line Item	CY BUDGET	CY Expenses	% CY Budget	PY Budget	PY Expenses	% PY Budget
Employee Benefit Fund	312,700	355,349	114%	332,000	369,989	111%
Other Costs	95,500	141,840	149%	89,000	100,641	113%
Health Benf. Reimbrmst	5,200	58,476	1125%	57,000	41,234	72%
Health Insurance Cost	209,000	141,236	68%	183,000	228,692	125%
Unemployment Claims	3,000	13,797	460%	3,000	(577)	-19%
Workers Compensation	916,948	1,019,235	111%	735,949	1,756,300	239%
Services And Supplies	25,000	150	1%	25,000	6,713	27%
Salary And Benefits	72,948	79,780	109%	55,949	(57,627)	-103%
Insurance Premiums	319,000	314,693	99%	305,000	277,919	91%
Insurance Claims	500,000	624,491	125%	350,000	1,529,136	437%
Compensation Overtime	-	121	0%	-	160	0%
Liability Insurance	882,167	766,382	87%	717,003	1,021,217	142%
Services And Supplies	40,200	10,679	27%	39,200	441,641	1127%
Salaries And Benefits	64,967	37,834	58%	49,803	(50,825)	-102%
Insurance Premiums	677,000	592,065	87%	515,000	557,706	108%
Insurance Claims	100,000	125,804	126%	113,000	72,695	64%
Grand Total	2,111,815	2,140,966	101%	1,784,952	3,147,505	176%

Analysis: Q4 Internal Service Fund Expenses are slightly higher than budget primarily due to:
Workers Compensation - Due to higher than anticipated insurance premiums.
Note: PY Liability negative due to OPEB and Pension adjustments



Other Related Information for Insurance Funds:

Recommended Reserve Levels: 75% of outstanding liabilities for Insurance ISF Funds
Self Insured Retention Amount: \$150,000 per occurrence (WC) / \$200,000 per occurrence (GL)
New Claims for Quarter: ↑ 4 (11 compared to 7 in same quarter of prior fiscal year)
Claims Outstanding: ↑ 8 (43 compared to 35 in same quarter of prior fiscal year)



City of Pacific Grove, California

Fund Numbers and Descriptions

General and Capital Project Funds

General Fund - Accounts for funds not accounted for and reported in another fund, including the following subfunds:

- General Fund (01)
- Civic Center (14)
- Drug Awareness (21)
- Asset Seizure (22)
- Stillwell Children's Pool (24)
- Youth Center Donation (25)
- Operating Donations (31)
- Vehicle Replacement (32)
- Storm Water (44)
- Small Business Assistance (48)
- Reiko Koo Estate Donation (93)

Capital Projects (63) - Accounts for capital projects funded fully or in part by discretionary General Fund revenues.

Enterprise Funds

Cemetery (75) - Accounts for revenue from El Carmelo Cemetery site sales and the Little Chapel lease.

Local Water Project (74) - Accounts for the reclamation plant's operation, treatment, and sale of recycled water.

Sewer (76,78) - Accounts for the City's sewer operations and maintenance (76) and provides funds for sewer lateral loans (78).

Golf Course (77) - Accounts for the concessionaire leases for the golf course, property improvement costs, and debt service.

Internal Service Funds:

Employee Benefit (70) - Accumulates contributions from departments to pay for a variety of employee benefit costs.

Workers' Compensation (71) - Accumulates contributions from departments to pay for premiums, claims and administrative costs.

Liability Insurance (72) - Accumulates contributions from departments for claims, legal costs, and insurance premiums.

Trust (Permanent) Funds

Library (85) - Retains donations and bequeaths for the benefit of Library materials and collections.

Cemetery (86) - Accounts for perpetual expenses; and preservation of burial sites, grounds, paths, roadways and structures.

Yount (90) - Supports beautification of the City and minor improvements to education or recreational facilities.

Other Funds

Library / Poetry (7,11,40) - Accounts for funds to support the promotion of poetry and library improvements and equipment.

Museum (8) - Accounts for donations designated for improvements to the City's museum of natural history.

Public Safety (12,42-45) - Accounts for funds in support of fire and police safety programs, SRO and 911 services and equipment.

Housing (15,28,36) - Accounts for affordable housing activities for residents and seniors and supports loans for affordable housing.

Streets (17-20,47) - Accounts for Gas and RMRA taxes, Measure X, and other grant funds for street maintenance and improvements.

Lighthouse (27) - Supports the operation at the Point Pinos Lighthouse including staffing, supplies, maintenance and improvements.

Community Development/CDBG (5,34,55) - Accounts for Community Development Block Grants and other department activities.

ARPA (84) - Accounts for funds received and expenditures from the American Rescue Plan Act provided by the federal government.

Downtown/Hospitality Districts (9-10) - Funds support the Chamber of Commerce and Convention/Visitor's Bureau operations.

Cable Franchise / Other (6, Other) - Funds programming on public access television (PEG) and other donations and grants, including:

- ASBS Grant (79)
- Coastal Conservancy Grant (69)
- Operating Grants (30)
- Yount Income (41)
- Strong Disbursements (46)
- Carillon Fund (03)
- Chautauqua Hall (26)
- Mcindoo Donation (92)



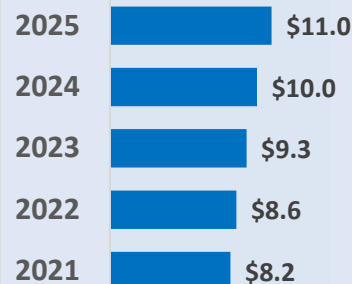
City of Pacific Grove

General Fund Revenue Overview

Information related to major revenues categories is provided within this section. All graphs are in millions.

Property Taxes

Property tax revenues are received in December and April, with a minor amount in June. Proposition 13 sets FY 75-76 assessed values as the base year, with a growth rate limited to 2% for future years. The County Assessor also reappraises each real property parcel when there are purchases, construction, or other statutorily defined changes in ownership. Proposition 13 limits the property tax to 1% of each property's full value, plus additional percentages for voter approved indebtedness. The City receives approximately sixteen cents of every dollar of property tax. Variations can result from timing differences, changes in assessed valuations, new developments and property sales during the year.



Sales Tax

Voters approved Measure A, a new 0.50% transaction and use tax. This increased the combined sales tax rate to 9.25% in October 2022. The General Fund portion of the City sales tax is comprised of a 1% Bradley-Burns statutory sales tax rate; and Measure U, a 1% transaction and use tax that was approved by voters in 2008. Restaurants and Hotels are the largest providers of sales tax to the City, followed by businesses in the building and construction category and from the County/State sales tax pool. Variances can occur annually resulting from timing differences, changes in car sales and online purchases, the two largest categories of its use tax, and from variances in tourism in the area.



Transient Occupancy Tax (TOT)

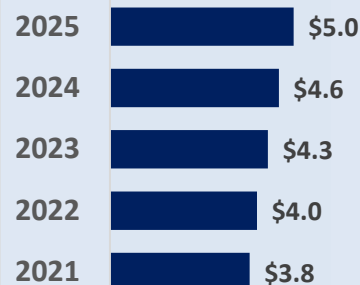
TOT is a lodging tax received on a monthly basis that is collected on overnight rental accommodation stays of 30 consecutive days or less. In 2010, the City updated its municipal code and began collecting TOT on residential or short-term rental properties (STRS). In Fiscal Year 17/18, the City approved an ordinance to reduce the number of short-term rentals, effective April 30, 2019. A one-time lottery was also conducted that eliminated 51 STR licenses to meet the ordinance's new density requirements. In November of 2018 voters approved Measure U, increasing the TOT rate to 12%. This increased tax was partially offset by Measure M, eliminating STRs outside of the Coastal and Commercial zones. Variances can be affected by timing differences and changes in room and hotel occupancy rates.



Other Taxes

The City imposes a utility users' tax on residents and businesses that utilize water, gas, electricity, telephone, and cable services. This tax is assessed at a rate of 5% of the amount charged by the utility; and it is paid by the person consuming the service. The amount of revenues received is affected by timing differences and updates to the underlying rate structures or new development projects.

The City grants franchises to utilities to construct, maintain, lay infrastructure, or operate transportation on or over streets, alleys, lanes, or other public places within the City. New franchises or their renewal are levied a tax of at least 2% if gross annual receipts from franchises within the City.



The City charges a business license tax on entities doing business within the City. The tax rate is based upon gross receipts of the previous calendar year, with a minimum annual tax of \$15 and a maximum of \$3,000. The tax is payable on July 31st of each year along with a business improvement district assessment of 35% of the tax. The amounts can vary annually due to timing differences and periodic external audits and changes in business activity.



City of Pacific Grove

Departmental Expenditure Overview / Variance Analysis

Note that expenditures for most operating departments include amounts budgeted for personnel costs, including allocations for payment of the City's unfunded pension liability, meeting and travel costs (except the City Attorney, Fire and Museum departments, operated on a contract basis), and internal service charges for support provided by other departments. In addition, most departments include allocations for utilities and contracted professional services. Note that variances for departments frequently can occur due to vacancies, timing differences in the payment for items, unexpected repairs and delays in projects, and higher than anticipated increases in costs for products and services. The departments' budgets also include the following expense categories,

General Fund

City Council – Includes annual association memberships

City Attorney – Includes the legal retainer and contract legal services

City Manager – Includes economic development and human resources programs and consultants

Administrative Services – Includes contracted technology services, bank fees, leases for equipment and cloud based services, communication / phone services, software licenses, computer equipment / support and repairs

Community Development – Includes contracted building, planning and dept legal professional services, bank fees, advertising for bidding, leases for equipment and cloud based services and software licenses

Police – Includes dept legal services, communication / phone services, bank fees, safety and computer equipment / support, vehicle fuel and dept related debt service payments and fund transfers

Fire – Includes contracted fire services, repairs, fire prevention services and dept related debt service / transfers

Library – Includes new library books, leases for equipment and cloud based services and building repairs

Museum – Includes the operation of the museum and building repairs

Public Works – Includes maintenance of buildings, equipment, grounds and trees, street cleaning, maintenance of the fleet, leases for equipment and cloud based services, supplies and services and communication charges

Recreation - Includes bank fees, advertising for recreation programs, building repair and operating supplies

Enterprise / Internal Service Funds

Local Water Project – Funds equipment and its debt service payments. This fund may exceed budget by year end due to higher than expected utility costs

Cemetery – Includes its staffing and for operating supplies

Sewer– Funds maintenance, equipment and vehicle repairs, equipment, supplies, capital and debt service

Golf – Includes operations, improvements and for its debt service.

Employee Benefit – Includes contributions for various employee benefits

Worker's Compensation / Liability Insurance – Funds claims, administration and insurance premiums

See additional details on capital expenditures for these funds in the City's separate quarterly capital project report.

Other Funds

Several of the City's funds will require mid-year adjustments due to the carryover of several capital projects from Fiscal Year 2024-25 to Fiscal Year 2025-26. These include the following funds:

- Museum (Fund 08)
- Local Streets / Roads (Fund 17)
- ARPA (Fund 84)
- RSTP / TAMC Transportation (Fund 20)
- Lighthouse (Fund 27)
- Road Maintenance RMRA (Fund 47)
- General Fund Capital Projects (Fund 63)
- Sewer (Fund 76)



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Sandra Kandell, City Clerk
MEETING DATE: September 2, 2026
SUBJECT: City Support of League of California Cities' Resolution at Annual Conference
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Support the resolution offered for consideration at the League of California Cities' Annual Conference.
2. Direct the City of Pacific Grove (City) Delegate to vote in favor of the resolution during the Conference General Assembly.
3. Alternatively, discuss and take other action related to this item.

DISCUSSION

The Annual Conference of the League of California Cities will be held on September 23-26, 2026. On tonight's Consent Agenda, Mayor Smith was approved to serve as Voting Delegate with Mayor Pro Tem Amelio selected as the alternate. The General Assembly will convene on Friday, September 25, 2026, at 8:30 a.m., to consider the resolution that has been brought forward:

Resolution 1 – A RESOLUTION OF THE GENERAL ASSEMBLY OF THE LEAGUE OF CALIFORNIA CITIES CALLING FOR A WORKING GROUP TO CONSIDER A STATE CONSTITUTIONAL AMENDMENT OR OTHER FORM OF INITIATIVE TO ENSURE FINAL LOCAL AUTHORITY OVER HOUSING AND LAND USE DECISIONS.

The Annual Conference Resolution Packet containing details regarding the resolution is included here for reference as an attachment to this agenda report.

Should the City Council provide no direction regarding the resolution, the City delegate will vote as recommended by the League. The League's position will be determined through a policy committee review and vote at the conference, which will take place prior to the convening of the General Assembly. The delegate will also have the ability to vote in an alternative manner, based upon their own good judgment, if overriding information to the contrary is presented between the time of the City Council's direction, and the convening of the General Assembly.

OPTIONS

Provide alternate direction.

FINANCIAL IMPACT:

There is no fiscal impact to support this resolution.

FOCUSED PRIORITY AREA: Not Applicable.

Attachments

2026 Cal Cities Reso Packet



**2025-2026
CAL CITIES OFFICERS**

President

Gabe Quinto
Mayor
El Cerrito

First Vice President

Teresa Acosta
Council Member
Carlsbad

Second Vice President

David Cohen
Council Member
San Jose

Immediate Past President

Lynne B. Kennedy
Mayor Pro Tem,
Rancho Cucamonga

**Executive Director
and CEO**

Carolyn M. Coleman

August 10, 2026

TO: Cal Cities Members

RE: Cal Cities 2026 Resolution Packet

Sixty days before the Cal Cities [Annual Conference and Expo](#), Cal Cities members may submit resolutions on issues of importance to cities. This year, Cal Cities received one resolution by the July 25 deadline.

The attached packet contains the proposed resolution, background information, supporting letters from cities and city officials, and an analysis of the resolution by Cal Cities. The packet includes detailed information on the resolution process and the next steps for the resolution.

We encourage each city council to consider the resolution and determine a position so your voting delegate can represent your city's position on the resolution.

Voting Delegates: City councils must appoint a voting delegate to vote during the General Assembly. Each city may also appoint up to two alternate delegates. If your city has not already done so, please appoint your voting delegate by Tuesday, Sept. 1, 2026. [The voting delegate packet](#) contains more information.

The 2026 General Assembly will be held Friday, Sept. 25, at 8:30 a.m. in the Anaheim Convention Center during the [Annual Conference and Expo](#).

For questions about resolutions, voting delegates, or the General Assembly, please contact [Zach Seals](#).



LEAGUE OF
**CALIFORNIA
CITIES**

2026 Resolution Packet

Information on 2026 Resolutions Process

Consideration by Policy Committee (pre-conference)

Per the Cal Cities bylaws, Cal Cities President Gabe Quinto has referred the submitted resolution to the [Housing, Community, and Economic Development Committee](#). The committee will meet on Thursday, Sept. 17, at 10 a.m. via Zoom to review the resolution and make a recommendation that will be sent to the Resolutions Committee. A public comment period will be held during the meeting. Register for the meeting [here](#).

A list of recommendations the policy committee may make during its meeting is on page two of this packet.

Consideration by Resolutions Committee (during conference)

On Thursday, Sept. 24, at 1:00 p.m. the Resolutions Committee will meet to review the resolution and the recommendation of the policy committee.

The Resolutions Committee consist of one representative from each of Cal Cities caucuses, departments, divisions, and policy committees, as well as up to ten additional appointments made by the Cal Cities President. A public comment period will be held during the meeting. Refer to the onsite conference program for the location.

A list of recommendations the Resolutions Committee may make during its meeting is on page two of this packet.

Consideration by the General Assembly (during conference)

The General Assembly will convene on Friday, Sept. 25, at 8:30 a.m. to consider any resolutions the Resolutions Committee has forwarded. To vote during the General Assembly, voting delegates must have checked in at the voting delegate booth.

Conference attendees will receive materials for the General Assembly on the evening of Thursday, Sept. 24. For more information on voting and discussion procedures during the General Assembly, see page three of this packet.

Petitioned Resolutions (during conference)

The petitioned resolution is an alternate method to introduce policy proposals during the annual conference. To initiate a petitioned resolution, voting delegates from 10% of member cities must sign the petition. The resolution and signatures are due at least 24 hours before the beginning of the General Assembly. Voting delegates who have checked in at the voting delegate booth can receive more information on petitioned resolutions at the booth onsite.

Policy Committee and Resolutions Committee Actions

The submitted resolution will be heard by the policy committee to which it was assigned, and the Resolutions Committee. The table below shows what recommendations these bodies may make on the resolution.

Policy Committee Actions	Resolutions Committee Actions
Approve	Approve
Disapprove*	Disapprove*
No Action	No Action
Amend and approve	Amend and approve
Refer to appropriate policy committee for further study*	Approve as amended
Refer as amended to appropriate policy committee for further study*	Refer to appropriate policy committee for further study*
	Refer as amended to appropriate policy committee for further study*
	Approve with additional amendment(s)
	Additional amendments and refer to appropriate policy committee for further study*

**If a resolution is disapproved or referred for further study by all policy committees to which it is assigned and the Resolutions Committee, it will not proceed to the General Assembly.*

General Assembly Voting and Discussion Procedures

Discussion Procedures:

Discussion procedures during the General Assembly are guided by two calendars: the Consent Calendar and the Regular Calendar. As seen below, resolutions are calendared by the recommendations they receive from policy committees and the Resolutions Committee.

For General Resolutions:

Policy Committee Recommendation	Resolutions Committee Recommendation	Calendar
Approve	Approve	Consent Calendar
Approve	Disapprove or refer	Regular Calendar
Disapprove or refer	Approve	Regular Calendar
Disapprove or refer	Disapprove or refer	Does not proceed to General Assembly

For Petitioned Resolutions:

Policy Committee Recommendation	Resolutions Committee Action	Calendar
N/A	Approve	Regular Calendar
	Disapprove or Refer	Regular Calendar
	Disqualified	Does not proceed to General Assembly

Items on the Consent Calendar will be presented as one motion during the General Assembly from the Resolutions Committee chair. Unless an item on the Consent Calendar is set aside by the majority of the General Assembly, a vote will be taken on the whole calendar. If an item is set aside, it will be opened for discussion, followed by a vote.

Items on the Regular Calendar will be presented individually by the Resolutions Committee chair. After a recommendation is presented by the Resolutions Committee chair, the resolution will be opened for discussion by the General Assembly. A vote will take place following discussion.

Voting Procedures:

Per Cal Cities Bylaws Article XII, Sec. 2, all votes will be conducted by voice vote first. If the presiding official cannot determine the outcome, a vote will be taken by an alternative method, typically a raise of voting cards by voting delegates. A roll call vote may be called for by delegates of ten percent or more of the General Assembly.

2026 Resolution

1. Resolution No. 1 submitted by City of Murrieta
 - Letters of concurrence submitted by:
 - i. City of Banning;
 - ii. City of Calimesa;
 - iii. City of Canyon Lake;
 - iv. City of Moreno Valley;
 - v. City of Norco;
 - vi. City of Torrance;
 - vii. Crystal Ruiz, Mayor, City of San Jacinto;
 - viii. Jessica Alexander, Mayor, City of Temecula
 - Referred to Housing, Community, and Economic Development Committee
 - Policy Committee Recommendation:
 - Resolutions Committee Recommendation:

Resolution No. 1 Submitted by City of Murietta

1. A RESOLUTION OF THE GENERAL ASSEMBLY OF THE LEAGUE OF CALIFORNIA CITIES CALLING FOR A WORKING GROUP TO CONSIDER A STATE CONSTITUTIONAL AMENDMENT OR OTHER FORM OF INITIATIVE TO ENSURE FINAL LOCAL AUTHORITY OVER HOUSING AND LAND USE DECISIONS

Source: City of Murrieta

Concurrence of five or more cities/city officials

Cities/city officials: City of Banning; City of Calimesa; City of Canyon Lake; City of Moreno Valley; City of Norco; City of Torrance; Crystal Ruiz, Mayor, City of San Jacinto; Jessica Alexander, Mayor, City of Temecula

Referred to: Housing, Community, and Economic Development Policy Committee

WHEREAS, California cities have historically been responsible for adopting general plans and zoning regulations, reviewing housing development proposals, and providing or coordinating the streets, water, wastewater, public safety, parks, transportation, and other infrastructure and services necessary to support responsible, environmentally sound, and well-planned residential growth; and

WHEREAS, the League of California Cities is dedicated to protecting and expanding local control for municipalities across the state to ensure their orderly growth and development; and

WHEREAS, the League of California Cities recognizes that local zoning is a primary function of cities and an essential component of home rule, and that a city's general plan should guide its land use planning and strategic decision-making free from pre-emption by the state; and

WHEREAS, increasingly prescriptive statewide housing mandates and development approval requirements can override locally adopted plans, zoning standards, and public review procedures without adequately accounting for differences that exist in each unique jurisdiction in infrastructure capacity, water availability, wildfire and evacuation risks, environmental constraints, fiscal impacts, public service needs, and community priorities; and

WHEREAS, California's housing goals can be more effectively advanced through state funding, streamlined environmental requirements, and voluntary partnerships that support housing production while preserving the authority of locally elected officials to determine how and where housing is best planned and approved;

NOW, THEREFORE, BE IT RESOLVED, by the General Assembly of the League of California Cities, assembled during the Annual Conference in Anaheim, California, on September 25, 2026, that the League of California Cities support the development and advancement of a state constitutional amendment or other legislative, policy, or ballot-based strategies that restore and strengthen local authority over housing and land use matters within municipal boundaries, including general plans, housing elements, zoning, density, design and development standards, project siting, and the approval or denial of housing development applications; and

BE IT FURTHER RESOLVED, that any constitutional amendment or alternative strategy should preserve the State's authority to establish broad statewide housing goals and enforce constitutional and civil rights, fair housing requirements, building and life-safety standards, and generally applicable environmental protections, while protecting cities from state actions that compel, through funding conditions or state law, the approval of housing developments that are inconsistent with locally adopted requirements; override local zoning or density standards; or invalidate locally adopted housing or land use decisions when a city has planned in good faith to accommodate its regional housing needs allocation and maintains adequate capacity for housing at all income levels; and

BE IT FURTHER RESOLVED, that the League of California Cities consider establishing a statewide working group or other appropriate committee(s) to evaluate and develop a proposed constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use matters including but limited to: conducting appropriate legal, fiscal, and policy analyses; engaging cities and other stakeholders; and building a statewide coalition of proponent supporters in preparation for; the November 2030 General Election, or within another reasonable time frame as determined by the working group.

Resolution No. 1: Background Information

Background Information for Resolution

Source: City of Murrieta

Background:

California cities are responsible for planning residential growth, adopting general plans and zoning regulations, reviewing development proposals, and providing or coordinating the infrastructure and public services necessary to support new housing. Since 2010, the State has enacted more than 500 housing-related laws that have increasingly shifted housing and land use authority away from local governments. These laws have expanded by-right development, limited locally adopted standards and review processes, and established enforcement mechanisms, including the builder's remedy, that may override local plans and zoning. Although these measures are frequently presented as solutions to housing affordability, many increase development capacity or restrict local review without delivering the meaningful production of housing needed to address the housing crisis.

At the same time, the State has continued to prioritize increased development capacity without adequately accounting for the infrastructure, public services, economic realities, and safety measures necessary to support housing growth. State mandates often fail to reflect local conditions, including roadway and utility capacity, water availability, wildfire exposure, environmental limitations, fiscal impacts, and the availability of essential services. Cities are consequently required to accommodate additional housing while receiving no funding or assistance to address the resulting infrastructure and service demands.

Local elected officials are directly accountable to the residents who experience the effects of development decisions and are responsible for balancing housing production with infrastructure capacity, public safety, environmental protection, fiscal sustainability, and community needs. Cities of all types in California have been grappling with this dynamic, ranging from urban to rural, coastal to inland, small to large, northern to southern, voicing concerns to legislative representatives with minimal responsiveness. This is an issue of statewide concern that needs the strength and diversity of the League of California Cities to pursue a long-term solution.

The proposed resolution directs the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions. The working group would be tasked with developing a more balanced framework that preserves the State's role in establishing broad housing goals and enforcing constitutional, civil rights, fair housing, building, life-safety, and environmental requirements, while restoring meaningful local authority to allow cities to determine how statewide housing

objectives should be implemented in a manner that reflects local conditions and community priorities while continuing to support responsible housing production.

As the primary statewide organization representing California cities, the League is uniquely positioned to lead this effort. Its established policy, legal, legislative, communications, and advocacy networks enable it to convene municipalities, evaluate potential strategies, conduct legal and fiscal analyses, build consensus, engage stakeholders, and coordinate with statewide decision-makers. League leadership would help ensure that any recommendation reflects the collective interests of California municipalities and would provide the credibility, organizational capacity, and statewide reach necessary to advance a viable strategy.

Resolution No. 1: Letters of Concurrence



City of Banning Office of the Mayor

July 23, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to the Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25, 2026. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards and project approval authority.

On behalf of the City of Banning, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Respectfully,

Richard Royce, Mayor
District 4, City of Banning

Colleen Wallace, City Council Member
District 5, City of Banning
President, Riverside County Division
League of California Cities

City of Calimesa

908 Park Avenue, Calimesa, California 92320
Telephone 909.795.9801 Facsimile 909.795.4399

www.calimesa.gov

"Preserving and enhancing the open space atmosphere and quality of life in Calimesa"



July 21, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of Calimesa, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Sincerely,

Jeff Cervantez
Mayor
City of Calimesa



July 23, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of Canyon Lake, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Sincerely,

Arron Brown
City Manager
City of Canyon Lake



July 23, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches to address increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of Moreno Valley, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Sincerely,

Brian Mohan
City Manager
City of Moreno Valley



CITY OF NORCO

HORSETOWN USA

July 22, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of the Norco, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Sincerely,

Kevin Bash
City Council Member
(951) 768-8981



CITY OF T O R R A N C E

SHARON KALANI
MAYOR

CITY COUNCIL MEMBERS
DAVID KARTSONIS – District 1
BRIDGETT LEWIS – District 2
ASAM SHEIKH – District 3
VACANT – District 4
BETTY LIEU – District 5
Dr. JEREMY GERSON – District 6

July 29, 2026

President Gabe Quinto
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

RE: Support for a Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority

Dear President Quinto,

The City of Murrieta is sponsoring a resolution for consideration by the General Assembly of the League of California Cities to establish a statewide working group to evaluate a constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use decisions.

The proposed resolution, together with the required background materials, will be submitted to Cal Cities for consideration at the 2026 Annual Conference in Orange County on September 24 and 25. The resolution would direct the League to convene a working group to evaluate potential approaches for addressing the increasingly broad and prescriptive state mandates affecting local housing, zoning, development standards, and project approval authority.

On behalf of the City of Torrance, this letter confirms our support for the City of Murrieta's submission of the proposed resolution and its consideration by the League of California Cities General Assembly at the 2026 Annual Conference.

Local authority is essential because cities are best positioned to craft housing strategies tailored to their unique community conditions, infrastructure capacity, and geographic needs.

When given the flexibility to plan locally, cities can achieve meaningful housing results while maintaining the character and balance of their communities.

The City of Torrance has consistently demonstrated that local control and proactive housing production go hand in hand:

- **Housing Corridor Overlay Zone:** Through our approved 6th Cycle Housing Element, Torrance created the Housing Corridor Overlay (HCO). This targeted local framework allows for by-right housing and mixed-use development across seven key commercial and transit-adjacent corridors, streamlining approvals and incentivizing production across a full range of income levels.
- **Housing Element Progress & Accountability:** As documented in our Housing Element Annual Progress Reports (APR), Torrance actively tracks, updates, and implements programs—such as aligning our Land Use and Safety Elements—to clear barriers for residential development while ensuring robust infrastructure and public safety standards.

These initiatives illustrate that local governance can effectively drive housing opportunities without one-size-fits-all mandates from the state. Restoring and protecting local land use authority will allow cities across California to continue developing solutions that work best for their residents.

If you have any questions or require further discussion, please feel free to contact Carlos Huizar, Management Associate at (310) 618-5880 or via email at CHuizar@TorranceCA.gov.

Sincerely,



Sharon Kalani
Mayor, City of Torrance

cc:

Ron Holiday, Mayor Pro Tem, City of Murrieta
Lori Stone, City Councilmember, City of Murrieta
Jeff Kiernan, Los Angeles County Division, jkiernan@cacities.org
League of California Cities, cityletters@cacities.org
Joe A. Gonsalves & Sons, gonsalvi@gonsalvi.com

July 23, 2026

Mr. Gabe Quinto, President

League of California Cities

1400 K Street, Suite 400

Sacramento, CA 95814

Subject: Support for Murrieta's Proposed Resolution on Housing and Local Governance

Dear League of California Cities Leadership,

I am writing in my individual capacity as Mayor of the City of San Jacinto to express my strong support for the City of Murrieta's proposed resolution, which is scheduled for consideration by the General Assembly at the 2026 Annual Conference.

This resolution represents a timely and important opportunity to thoughtfully examine the balance between California's statewide housing goals and the fundamental constitutional principle of local governance. The proposal to establish a statewide working group to explore a potential constitutional amendment, legislative reforms, or other policy initiatives would create a valuable forum for assessing how local authority over housing and land use decisions can be strengthened while still addressing the State's housing challenges.

Cities are uniquely positioned to understand the distinct needs, opportunities, and constraints of their communities. Local elected officials are directly accountable to the residents they serve and are best equipped to make land use decisions that reflect a community's character, infrastructure capacity, economic development priorities, environmental stewardship, and long-term vision. Moreover, local governments carry the primary responsibility for protecting public safety. Issues such as housing density, transportation, emergency access, wildfire preparedness, evacuation routes, law enforcement and fire service capacity, water availability, and critical infrastructure are inherently local matters that demand the knowledge, judgment, and responsiveness of those who serve their communities daily.

While the State has a critical role to play in addressing California's housing needs, a collaborative approach that respects local expertise and preserves meaningful local discretion will result in stronger, safer, and more sustainable communities. The proposed working group offers a constructive path forward to evaluate policies that achieve our shared housing objectives while restoring an appropriate balance between state direction and local authority.

Although this letter reflects my personal position as Mayor and does not constitute an official action or policy of the City of San Jacinto or the San Jacinto City Council, I respectfully endorse the City of Murrieta's submission of this resolution and encourage its favorable consideration by the League of California Cities General Assembly.

Thank you for your leadership and your thoughtful consideration of this important matter.

Respectfully,

A handwritten signature in black ink that reads "Crystal Ruiz". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Crystal Ruiz

Mayor

City of San Jacinto



City of Temecula

41000 Main Street ■ Temecula, CA 92590
(951) 694-6416 ■ Fax (951) 694-6499 ■ TemeculaCA.gov

July 23, 2026

Mr. Gabe Quinto, President
League of California Cities
1400 K Street, Suite 400
Sacramento, CA 95814

Subject: **Support for the City of Murrieta's Resolution Establishing a Working Group to Evaluate a State Constitutional Amendment or Other Initiative to Restore Local Housing and Land Use Authority**

Dear President Quinto:

I am writing in my individual capacity as Mayor of the City of Temecula to express my strong support for the City of Murrieta's proposed resolution for consideration by the General Assembly of the League of California Cities at the 2026 Annual Conference.

The proposed resolution presents an important opportunity to thoughtfully evaluate the appropriate balance between California's statewide housing objectives and the constitutional principle of local governance. Establishing a statewide working group to examine a potential constitutional amendment, legislative reforms, or other policy initiatives will provide a meaningful forum to assess how local authority over housing and land use decisions can be strengthened while continuing to address the State's housing challenges.

Cities are uniquely positioned to understand the needs, opportunities, and constraints of their communities. Local elected officials are accountable to the residents they serve and are best equipped to make land use decisions that reflect a community's character, infrastructure capacity, economic development goals, environmental stewardship, and long-term vision. Equally important, local governments bear the primary responsibility for protecting public safety. Decisions regarding housing density, transportation, emergency access, wildfire preparedness, evacuation routes, police and fire service capacity, water availability, and critical infrastructure are inherently local matters that require the knowledge and judgment of those who serve their communities every day.

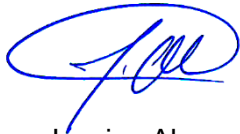
While the State has an important role in addressing California's housing needs, a collaborative approach that respects local expertise and preserves meaningful local discretion will produce stronger, safer, and more sustainable communities. The proposed working group offers an opportunity to evaluate policies that achieve these shared objectives while restoring an appropriate balance between state direction and local authority.

Mr. Gabe Quinto, President
League of California Cities
July 23, 2026
Page 2

Although this letter reflects my personal position and is not an official action or policy of the City of Temecula or the Temecula City Council, I respectfully endorse the City of Murrieta's submission of this resolution and encourage its favorable consideration by the League of California Cities General Assembly.

Thank you for your leadership and your thoughtful consideration of this important issue.

Respectfully,



Jessica Alexander
Mayor, City of Temecula
*Signing in her individual capacity
and not on behalf of the City of Temecula
or the Temecula City Council.*

Resolution No. 1: Staff Analysis

League of California Cities Staff Analysis on Resolution No. 1

Staff: Brady Guertin, Legislative Advocate

Committee: Housing, Community, and Economic Development

Summary:

Resolution No.1 states that the League of California Cities (Cal Cities) will:

1. Support the development and advancement of a state constitutional amendment or legislative, policy, or ballot-based strategy that restores and strengthens local authority over housing and land use matters, including general plans, housing elements, zoning, density, design and development standards, project siting, and the approval or denial of housing development applications.

Pursuant to the resolution, the strategy should preserve the state's authority to set broad, statewide housing goals and enforce civil rights, fair housing, building safety, and environmental standards while protecting local control by preventing the state from compelling the approval of developments that conflict with local requirements, override local zoning or density standards, or overturn local land use decisions where a city has planned for and maintained sufficient capacity to meet its housing obligations.

2. Consider establishing a statewide working group or other appropriate committee(s) to evaluate and develop a proposed constitutional amendment or other legislative, policy, or ballot-based strategies to restore and strengthen local authority over housing and land use matters. The resolution states: "conducting legal, fiscal, and policy analyses; engaging cities and other stakeholders; and building a statewide coalition of proponent supporters in preparation for the November 2030 General Election, or within another reasonable time period."

Background:

As provided in the background information, the city of Murrieta is sponsoring this resolution in response to concerns over state laws that have increasingly reduced city discretion over housing and land use decisions, including legislation that requires ministerial or by-right approvals for housing projects, limits the application of local development standards, and strengthens state enforcement mechanisms against local governments.

Additionally, the city of Murrieta, in its background information, maintains that these legislative efforts have not resulted in sufficient housing production to address California's housing shortage and have not adequately accounted for

local infrastructure, public service needs, public safety, market, and fiscal considerations.

The resolution states that California's housing goals are better advanced through state funding, streamlined environmental requirements, and voluntary partnerships, while preserving local authority over how and where housing is best planned and approved.

Consideration of the resolution may be informed by a brief examination of how the California Constitution allocates authority between the state and cities with respect to land use decisions.

The constitution grants cities the power to adopt local laws to protect the public's health, safety, and welfare. This grant is called the "police power," which is the basis for local land use regulation. The constitution grants charter cities the additional power to adopt local laws affecting "municipal affairs." This power, commonly referred to as "home rule," is based on the principle that a city, rather than the state, is in the best position to identify and satisfy the needs of the local community.

The constitution's broad grant of police power contains a significant limitation. Local law adopted under the police power is not valid if it "conflicts" with state law. A local law "conflicts" with state law when it regulates the same "field" in which the Legislature has stated its intent to occupy. In that case, state law is said to "preempt" the local law and it cannot be enforced.

An ordinance adopted by a charter city under the municipal affairs power cannot be enforced if it affects a "matter of statewide concern." The subjects that have been identified as "matters of statewide concern" have changed over the years due to economic, social, and political circumstances.

Since the 1960s, the state has enacted numerous laws that limit or preempt aspects of local land use and zoning authority. These laws include the Fair Employment and Housing Act, Housing Element Law, Housing Accountability Act, Density Bonus Law, Permit Streamlining Act, accessory dwelling unit laws, California Environmental Quality Act, and others. In recent years, the state has enacted several laws that Cal Cities was the leading opposition force against, as many of the proposals pre-empted local land use authority, limited public review, and constrained local flexibility. In support of its housing and land use legislation, the Legislature has cited a statewide housing crisis and the need for increased housing production at all income levels while asserting that a uniform approach to local land use decision-making is required.

Discussion:

The resolution does not prescribe a specific policy mechanism. The eight letters in support recommend creating a working group or committee to evaluate potential approaches, including legislative proposals, constitutional amendments, or ballot initiatives to strengthen local authority over housing and land use matters.

A discussion of a strategy to restore and strengthen local authority over housing and land use matters will need to consider the California Constitution's framework for both preemption of police power enactments and municipal affairs, discussed above. It will also need to determine whether changes to the California Constitution will be proposed, and whether they constitute an amendment or a revision, which require different processes.

A constitutional revision is a multistep process blending legislative consensus, voter support, and on occasion, a constitutional convention. It requires significant public engagement.

A constitutional amendment would require a ballot initiative, which includes gathering enough valid signatures to qualify for the ballot, building large coalitions to support election efforts, and campaigning to voters to support the initiative. This process can involve significant costs. In the last major election for ballot initiatives in 2024, proponents spent [\\$8-\\$18 million](#) to qualify for the ballot and spent nearly [\\$700 million](#) for the full election cycle, averaging out to about \$100 million per ballot initiative.

Cal Cities has been engaged in ballot advocacy for over 20 years. In the early 2000s, Cal Cities developed a ballot advocacy infrastructure that included forming an issue political action committee, fundraising, establishing a network of regional managers, and building a coalition with other organizations to ultimately advocate on a ballot measure. Ballot advocacy requires the approval of the Board of Directors with a supermajority vote.

In the Legislature, Cal Cities plays an active and influential role to ensure that local flexibility and autonomy in the land use and housing space is maintained by engaging on dozens of bills every legislative session to ensure that cities' voices are heard at the state Capitol. Below, you will find Cal Cities "Existing Policy" on local control, housing, and land use policies.

Fiscal Impact

The resolution itself would not have a significant direct fiscal impact. However, depending on what actions follow, the fiscal costs could be significant.

Existing Cal Cities Policy

Vision

To be recognized and respected as the leading advocate for the common interests of California's cities.

Mission Statement

To expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

We Believe

- Local self-governance is the cornerstone of democracy.
- Our strength lies in the unity of our diverse communities of interest.
- In the involvement of all stakeholders in establishing goals and in solving problems.
- In conducting the business of government with transparency, openness, respect, and civility.
- The spirit of honest public service is what builds communities.
- Open decision-making that is of the highest ethical standards honors the public trust.
- Cities are vital to the strength of the California economy.
- The vitality of cities is dependent upon their fiscal stability and local autonomy.
- The active participation of all city officials increases the League's effectiveness.
- Partnerships and collaborations are essential elements of focused advocacy and lobbying.
- Ethical and well-informed city officials are essential for responsive, visionary leadership and effective and efficient city operations.

Zoning

Cal Cities believes local zoning is a primary function of cities and is an essential component of home rule. The process of adoption, implementation and enforcement of zoning ordinances should be open and fair to the public and enhance the responsiveness of local decision-makers. State policy should leave local siting and use decisions to the city and not interfere with local prerogative beyond providing a constitutionally valid procedure for adopting local regulations. State agency siting of facilities, including campuses and office buildings, should be subject to local notice and hearing requirements in order to meet concerns of the local community. Cal Cities opposes legislation that seeks to limit local authority over parking requirements.

Housing Element

Housing issues should be addressed in the general plan as other planning issues are. The housing element should be prepared for the benefit of local

governments and should have equal status with the other elements of the general plan.

Encourage Full Community Participation

Foster an open and inclusive community dialogue and promote alliances and partnerships to meet community needs.

Well-Planned New Growth

Recognize and preserve open space, watersheds, environmental habitats, and agricultural lands, while accommodating new growth in compact forms, in a manner that:

- De-emphasizes automobile dependency;
- Integrates the new growth into existing communities;
- Creates a diversity of affordable housing near employment centers;
- Provides job opportunities for people of all ages and income levels.

Support:

The following letters of concurrence were received:

City of Banning

City of Calimesa

City of Canyon Lake

City of Moreno Valley

City of Norco

City of Torrance

Crystal Ruiz, Mayor, City of San Jacinto

Jessica Alexander, Mayor, City of Temecula



CITY OF PACIFIC GROVE

300 Forest Avenue, Pacific Grove, California 93950

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Brian Anderson, Commander and Casey J. Day, Chief of Police
MEETING DATE: September 2, 2026
SUBJECT: Approval of an Agreement with Milo VR.
CEQA: Does not constitute a Project per California Environmental Quality Act Guidelines Section 15378

RECOMMENDATION

1. Staff recommends that the City Council authorize the City Manager to execute a purchase agreement with FAAC Incorporated for the procurement of the MILO Range Mobile Situational Awareness Training System (MSATS) and extended warranty for the Pacific Grove Police Department. The purchase shall not exceed \$60,000.00, including associated items and applicable taxes.
2. Alternatively, discuss and take other action.

DISCUSSION

BACKGROUND:

The Pacific Grove Police Department is committed to providing officers with advanced, reality-based training to prepare for the split-second, high-risk decisions required in law enforcement. Officers are frequently tasked with responding to complex, dynamic situations that involve use-of-force, de-escalation, and crisis intervention. Traditional training methods, while foundational, cannot replicate the realistic complexity and unpredictability of modern policing. The MILO Range Mobile Situational Awareness Training System (MSATS) allows officers to engage in scenario-based training that is measurable, repeatable, and documentable, enhancing both officer performance and organizational accountability.

DISCUSSION:

The MILO system records each officer's performance during scenarios, capturing tactical communication, movements, decision-making, and adherence to policy. Instructors provide real-time, data-driven feedback, allowing officers to correct errors safely and reinforce best practices. This creates documented evidence of training and proficiency, which is critical in mitigating liability and defending against claims of inadequate training. Investing in this system is a cost-effective alternative to the potential financial and reputational impact of lawsuits, representing a tangible return on investment in risk management and reduced liability.

Officers experience over 950 interactive, multi-branching scenarios covering car stops, domestic violence calls, mental health crises, low-light operations, and less-lethal force applications. The system provides objective performance metrics, after-action review, and scenario branching, allowing officers to see the outcome of their decisions. Real-time feedback ensures training is actionable, measurable, and repeatable, improving skill retention, officer confidence, and judgment. The MILO platform supports POST-mandated training requirements for use-of-force, de-escalation, and crisis intervention, ensuring compliance with state law and professional standards.

PGPD will be the only agency on the Monterey Peninsula with this system, allowing us to host joint training exercises with neighboring agencies. This strengthens inter-agency collaboration, standardizes training practices regionally, and positions Pacific Grove as a leader in law enforcement innovation. Potential exists for service-sharing or fee-based training opportunities in the future. Agencies with MILO systems have successfully offered training to citizens academy participants, elected officials, and members of the community and press and media, helping stakeholders understand the decision-making challenges officers face. Providing similar opportunities in Pacific Grove would enhance public trust, accountability, and transparency, while demonstrating the Department's commitment to professional, informed policing.

The MILO system is expandable with new scenarios, updates, and peripherals, ensuring the investment grows with the Department’s training needs. Realistic scenario-based training allows officers to practice high-stakes decision-making in a safe environment, reducing stress and supporting wellness initiatives.
Procurement / Sole Source Justification:

Pursuant to PGMC § 2.16.080(c) and (d), this purchase qualifies for dispensation of competitive bidding: Exclusive Vendor: FAAC Incorporated is the sole manufacturer and distributor of the MILO Range MSATS. No other vendor provides this fully integrated, proprietary system. The MILO system combines hardware, software, peripheral training devices, and scenario content that cannot be replicated. The total cost, including optional items and taxes, is \$59,541.39, exceeding current authorized spending limits for the Police Chief and City Manager; therefore, Council approval is required.

CONCLUSION:

The acquisition of the MILO Range MSATS represents a strategic investment in officer preparedness, public safety, and risk mitigation. By providing advanced, measurable, scenario-based training, the Department can reduce liability exposure, improve decision-making under stress, and document compliance with training mandates. PGPD’s possession of this system will enhance regional partnerships, community engagement, transparency, and officer wellness, while ensuring that the Department maintains scalable, state-of-the-art training capabilities. Council approval is requested to authorize sole-source procurement, enabling PGPD to deploy this industry-leading training platform immediately.

OPTIONS

1. Authorize the agreement.
2. Direct Staff to return with additional information.
3. Do not authorize the agreement.

FINANCIAL IMPACT:

The fiscal impact and/or funding for the MILO Range MSATS will come from the Pacific Grove Police Department’s existing SLESF (Supplemental Law Enforcement Services Fund - budget Fund 43), with no additional appropriation required from the General Fund or additional Police Department funds.

FOCUSED PRIORITY AREA: Financial Sustainability

Attachments	
Description	
Terms	
Quote	



MILO Range Mobile Situational Awareness Training System (MSATS)

Mobile Judgment and De-Escalation Simulator

Proposal prepared for:

**Pacific Grove Police Department
Attn: Commander Brian Anderson
580 Pine Avenue
Pacific Grove, CA 93950**



August 6, 2026

MILO Range Mobile Situational Awareness Training System (MSATS)

Thank you for your interest in the interactive MILO Range judgment and de-escalation simulators from FAAC Incorporated. This proposal will provide you with requested system information, specifications, pricing and details for the system and equipment for your training requirements.

As well as a decision-based trainer, our system is designed to assist with many training solution modules for advanced law enforcement training. The modern police officer must be skilled in de-escalation, crisis intervention, implicit bias, and other skill sets to improve police community relations. As such, our MILO Range System has over 900 multi-branching scenarios to hone skills of new police recruits, as well as experienced officers during in-service training.

Modern simulator technology provides a unique opportunity to train on multiple topics that can evolve with the ever-changing challenges faced by law enforcement today. MILO systems provide a controlled and consistent testing platform for multiple agencies and multiple trainees to train on. Video-based scenarios can be encountered with numerous outcomes (or branches) that allow the trainee to exhibit their own judgment and, just as importantly, see the outcome from that decision. Training topics include car stops, domestics, and EDP's, as well as mental health and crisis recognition and intervention.

Scenarios are produced to simulate book-learned applications, allowing the trainee to experience real time decision-making skills and view situations firsthand. Our training videos can simulate a myriad of different real-world situations with various potential outcomes. Scenarios can be objective based, requiring a trainee to provide a response to a particular stimulus. Scenarios can also be geared toward an outcome (one that can be avoided with proper trainee responses or one that funnels the trainee to an unavoidable confrontation).

MILO training simulators have been selected by the most demanding law enforcement, military and public safety agencies and are in daily use around the world. The MILO training system is a comprehensive solution that is designed to allow instructors the ability to assess a trainee's active engagement in immersive, scenario-based exercises with detailed debriefing and after-action review. Each MILO system is designed to increase trainee knowledge, skills, and confidence in a safe, challenging environment that is highly interactive and engaging.

Throughout our 25-year history of providing innovative, interactive simulation training solutions, we have become widely regarded as a low-risk, highly reliable training partner. We have the industry's most dedicated and experienced sales and support team on staff, and all MILO customers receive the best technical service in the business, including free software updates, newly released scenarios and new exercises and environments to keep interest high and skills sharp.

On behalf of the entire MILO Team, I sincerely appreciate the consideration of our proposal regarding this requirement and having the opportunity to be of service to your agency.

Respectfully Submitted by:

Jesse Wimmer
Senior US Regional Sales Manager- Law Enforcement
MILO Virtual/Live
A Division of FAAC Incorporated
1195 Oak Valley Drive
Ann Arbor, Michigan 48108
M- 303.378.5283
jesse.wimmer@milorange.com



FAAC Standard Terms and Conditions of Sale

Quote Validity: 90 Days (All prices quoted in US Dollars)

Grant: 100% upon final acceptance or 30 days post-delivery, whichever comes first.

Government/GSA Funded: Upon completion or Performance based payments if applicable

Payment Terms: NET 30 from date of invoice

Accepted Payment Options: Check, Wire/ACH, Credit Card (3% surcharge will be added. MC/VISA, AMEX Only)

Termination for Convenience: If Buyer's order is canceled for any reason other than for Seller's default, Buyer is liable for all costs incurred at the time of cancellation to include order termination processing costs and restocking fees for any reusable components credited to Buyer's account

US Delivery Lead Time: Standard Production System: 90 DAYS ARO

US Delivery Location: FOB Destination, unless otherwise stated. Partial Shipment and Partial Invoice may occur.

Taxes (Domestic):

a) Prices quoted do not include local, state or federal taxes unless indicated otherwise

b) If this sale is subject to Use Tax, Buyer is liable for the tax and should make payment directly to its taxing authority. However, FAAC will collect Sales Tax for the following states: CA, FL, HI, IA, KY, MA, MI, NY, TN, UT, WA and WV.

c) If applicable, please include a copy of your tax exemption certificate or direct pay permit with your purchase order.

d) FOB Factory will be subject to 6% MI Sales Tax.

Warranty: 24 Months from date of Training (if Training is required) or Date of Equipment Delivery, unless otherwise stated in the purchasing contract or order.

GSA Pricing: If eligible, this proposal may contain both GSA and Open Market items. GSA items are identified with a GSA part number and are designated "GSA Item" in the Unit Price column. All other items are to be considered Open Market. Open Market items are allowed under circumstances set forth in FAR 8.402(f).

Cage Code: 3J401

Tax ID: 38-2690218

DUNS: 175204163

GSA Schedule: PSS/00CORP; Contract # GS-00F-332CA

Export Control / ITAR / EAR Statement:

This order may include goods, software, or technical data that are subject to U.S. export control laws, including:

- The International Traffic in Arms Regulations (ITAR) (22 C.F.R. §§ 120–130), administered under the Arms Export Control Act (AECA) (22 U.S.C. § 2751 et seq.), for items listed on the U.S. Munitions List (USML); and/or
- The Export Administration Regulations (EAR) (15 C.F.R. §§ 730–774), administered under the Export Control Reform Act (ECRA) (50 U.S.C. § 4801 et seq.), for items listed on the Commerce Control List (CCL).

Transfer, export, reexport, or retransfer of such controlled items to any **foreign person or foreign entity** (as defined in § 120.63), whether in the United States or abroad, by any means (including visual, oral, or electronic disclosure), may be prohibited or restricted under U.S. law. Prior authorization may be required in the form of:

- An export license;
- A license exemption (for ITAR-controlled items); or
- A license exception or other authorization (for EAR-controlled items).

It is the responsibility of all parties to ensure compliance with applicable U.S. export control laws and regulations. **Export, reexport, or retransfer contrary to U.S. law is prohibited.**



FAAC requires buying agencies to submit a Purchase Order as a binding agreement for the items proposed herein. Purchase Orders must reference FAAC's proposal. Please address all orders to:

FAAC Incorporated

C/o Contracts Department

1229 Oak Valley Drive

Ann Arbor, MI 48108

(877) 322-2387 / Fax: (734) 761-5368

Email: jesse.wimmer@milorange.com

Please address all sales inquiries to:

Sales Representative: Jesse Wimmer- Regional Sales Manager

Sales Representative Phone: (303) 378-5283 or jesse.wimmer@milorange.com



MILO RANGE MOBILE SITUATIONAL AWARENESS TRAINING SIMULATOR (MSATS)

Item	Description	Qty.	Unit Price	Extended Price
1	MILO MOBILE SITUATIONAL AWARENESS TRAINING SIMULATOR System includes: - MILO Tablet – Based on MS Windows OS (64-bit) - HD Short-throw Projector 7'x12' fast-fold Projection Screen 8-device Hit Detection Box with Flashlight Capability - All Power and Video Cables, Power Strip - Speakers/Digital Audio Sound System - Self-Contained Transport Case 950+ Multi-Branching Interactive Scenarios are pre-loaded as well as 65+ skill-builder exercises	1	\$31,495.00	\$31,495.00
	Dry-Fire Laser Training Weapon <i>Includes two (2) MILO SIRT G17 MOS Training Pistols</i>	Inc.		
	OC Spray Training Device Laser modified OC spray training devices for less-lethal applications. Thumb or trigger activation. <i>Includes (1) laser OC canister</i>	Inc.		
	Low Light Training Program Allows the trainee to use real flashlight in-conjunction with his/her weapon for low light training. This system is non-lane based which allows for multiple users. <i>Includes one (1) MILO handheld flashlight</i>	Inc.		
	Graph-X Targets Allows the user to utilize any of the Graph-X modules for Marksmanship, Shoot-house, Basic Targets and Range Practice includes 65+ interactive CGI skill-builder exercises	Inc.		
	Statistics and Management Allows users to manipulate the database information as to create individual and/or group statistics using relevant filtering criteria	Inc.		
	Baton/Punch/Strike Branching and Scoring Allow the trainer to manually branch the scenario while the trainee uses his actual baton or makes a strike	Inc.		
	Delivery, Insurance and Standard 2-year Full-Coverage Warranty	Inc.		
	FREE Access to MILO Digital Scenario Library New HD Scenarios as available	Inc.		
	System and Peripheral Training – US Sales Only: Up to 6 Students at Client Site for one (1) day of operational training	Inc.		
(A)	MILO RANGE Mobile Situational Awareness Training Simulator (MSATS) Total:			\$31,495.00



Optional Training Items Requested by Pacific Grove Police Department

Item	Description	Qty.	Unit Price	Extended Price
2	MILO Range Programmable Laser Mk3 OC Canister	1	\$595.00	\$595.00
3	MILO Range Handheld Flashlight (compact)	1	\$395.00	\$395.00
4	MILO M10 CEW Includes dual laser CEW weapon for use on the MILO Range.	2	\$2,495.00	\$4,990.00
5	MILO Range WRK Recoil Kit- Pistol (Confirm Make/Model/Caliber) Drop-In tether-less recoil kit with two (2) disposable CO2 magazines. No permanent modification to weapon required. <i>*Kit does not include weapon</i>	2	\$2,695.00	\$5,390.00
6	MILO Range Refillable Magazines for WRK Recoil Pistol or AR	4	\$395.00	\$1,580.00
7	MILO Range WRK Recoil Kit- AR/M4 Drop-In tether-less recoil kit with two (2) disposable CO2 magazines. No permanent modification to weapon required. <i>*Kit does not include weapon</i>	2	\$2,695.00	\$5,390.00
8	MILO Range Refillable Magazines for WRK Recoil Pistol or AR	2	\$395.00	\$790.00
9	MILO Range WRK Tabletop Refill Nozzle and Co2 Tank	1	\$995.00	\$995.00
10	WRK Armorer's Kit for WRK Recoil Kits (AR/Pistol)	1	\$495.00	\$495.00
(B) REQUESTED OPTIONAL TRAINING ITEMS TOTAL:			\$20,620.00	

MILO Range MSATS System Sub-Total (A):	\$31,495.00
MILO Range MSATS Requested Options Sub-Total (B):	\$20,620.00
Applicable State and Local Taxes for Pacific Grove, CA 93950 at 9.25% (C):	\$4,820.64*
MILO Range MSATS System Total for Pacific Grove Police Department (A+B)+(C):	\$56,935.64

*Sales tax will be charged at the current rate at time of shipment

Suggested Extended Warranty Option for Pacific Grove Police Department

Item	Description	Qty.	Unit Price	Extended Price
1A	Extended Bronze Warranty Coverage for Additional Years - Based on 5% of initial system cost plus peripherals - Bronze Warranty coverage is for 12 months - Warranty covers <u>all</u> items (excludes batteries and bulbs) - Bronze Warranty can be purchased in 1-Year Increments	1	\$2,605.75	\$2,605.75 Per Year



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Jon Biggs, Community Development Director
MEETING DATE: September 2, 2026
SUBJECT: Contract Amendment #4 with Harris & Associates, Inc. for Professional Planning Services
CEQA: Categorical Exemption, CEQA Guidelines Section 15061(b)(3)

RECOMMENDATION

Approve a one year extension of the term of a Professional Services Agreement with Harris & Associates, Inc. for a total contract agreement amount not to exceed the present budget of \$876,805 for Contract planning staffing services for Fiscal Year 26-27.

DISCUSSION

In 2021, the City executed an agreement with Harris & Associates, Inc. (Harris) for contract planning services to backfill vacant planning positions within the Community Development Department (CDD). The City Council approved a contract amendment in March of 2024 (Amendment #2) and another amendment in May of 2025 (Amendment #3) which raised the not to exceed amount of the agreement to the present \$876,805 and extended the term of the agreement to June 30, 2026.

Due to ongoing workload within the Department and staff resource levels, an extension of the term of the agreement for one year (To June 30, 2027) to continue the contract planning consulting services throughout FY 26-27 is sought.

Harris has been providing exemplary in-person planning consulting service to the City by serving as a trusted urban planning expert. A senior planner with Harris & Associates, Inc. currently provides on-going project management for several complex projects and Coastal Development Permit (CDP) application review.

The projected need for the senior planner is two (2) days/16 hours per week in addition to the one (1) hour per month for Project Management. No additional funds for the extension of this agreement are being sought.

OPTIONS

1. Take no action. This would result in the conclusion of the Harris & Associates, Inc. contract services to the City and would impact the ability of the Department to meet statutory project timelines and current service delivery levels.
2. Provide alternative direction, such as authorizing the contract amendment for a different length of time.

FINANCIAL IMPACT:

This item has been accounted for in the current Community Development Department Budget for Fiscal Year 2026-27.

FOCUSED PRIORITY AREA: Community Development

Attachments

Harris & Associates, Inc. Contract Amendment #4.

AMENDMENT #4

AGREEMENT FOR PROFESSIONAL SERVICES WITH HARRIS & ASSOCIATES Inc.

WHEREAS, the City of Pacific Grove (“City”) and **Harris & Associates, Inc.** (“Contractor”) entered into a Professional Services Agreement (“Agreement”) dated July 1, 2022; and

WHEREAS, the City and contractor amended the Agreement (Amendment #3) dated July 11, 2025 to increase the Agreement amount to \$876,805.00 and extend the Agreement to June 30, 2026; and

WHEREAS, the City and Contractor desire to amend certain terms of the Agreement.

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. **SERVICES TO BE PROVIDED.** The City hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit A** in conformity with the terms of this Agreement. The services are generally described as follows: Provide contract planning services.
2. **PAYMENTS BY CITY.** City shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibit A, subject to the limitations set forth in this Agreement. The total amount payable by City to CONTRACTOR under this Agreement shall not exceed the sum of **\$876,805.00.**
3. **TERM OF AGREEMENT.** The term of this Agreement is from July 1, 2022, to June 30, 2027, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and City and with City signing last, and CONTRACTOR may not commence work before City signs this Agreement. All other terms of the Agreement remain the same.

Dated: _____

Kate Elliott, Director, Environmental Planning
+ Compliance

Dated: _____

Jon Biggs, Community Development Director

Dated: _____

Fred Marsh, Administrative Services Director

Dated: _____

Alex J. Lorca, City Attorney

Dated: _____

Nick Smith, Mayor

EXHIBIT A

SCOPE OF SERVICES / PAYMENT PROVISIONS

CONTRACTOR shall assign an individual to provide contract planning consulting and project management services commensurate with the specialized skills and experience of a senior level planner, (“contract planning consultant”) as approved by the City Manager and/or Director of Community Development. The contract planning consultant will provide remote contract planning consulting services (as approved by the Director of Community Development) to supplement the City’s planning operations for complex projects requiring the contract planning consultant’s expertise.

The contract planning consultant will provide professional planning support services, on a project by-project basis, up to two (2) days (16 hours) per week, as determined by the City Manager and/or Director of Community Development. Assigned work may include, but would not be limited to, the following:

- Professional project review
- Preparing agenda report/resolutions and ordinances related to assigned projects
- Planning project management for complex or controversial development applications
- Management of environmental determinations and reports
- Public hearing support related to assigned projects

City shall pay CONTRACTOR \$205 per hour for remote senior planner staffing support services at a discounted rate, and \$205 per hour for project manager contract management. Project management services are anticipated to require one (1) hour per month in addition to the 16 hours per week. Payment shall be made by City after submittal of an invoice from CONTRACTOR itemizing the costs incurred by City.

ORIGINAL AGREEMENT

CITY OF PACIFIC GROVE AGREEMENT FOR PROFESSIONAL SERVICES **(OVER \$40,000)¹**

This Professional Services Agreement (“Agreement”) is made by and between the City of Pacific Grove, a political subdivision of the State of California (hereinafter “City”) and Harris & Associates, Inc., (hereinafter “CONTRACTOR”).

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

1. **SERVICES TO BE PROVIDED.** The City hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit A** in conformity with the terms of this Agreement. The services are generally described as follows: Provide contract planning services.
2. **PAYMENTS BY CITY.** City shall pay the CONTRACTOR in accordance with the payment provisions set forth in **Exhibit A**, subject to the limitations set forth in this Agreement. The total amount payable by City to CONTRACTOR under this Agreement shall not exceed the sum of **\$ 135,000.00.¹**
3. **TERM OF AGREEMENT.** The term of this Agreement is from July 1, 2022, to June 30, 2023, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and City and with City signing last, and CONTRACTOR may not commence work before City signs this Agreement.
4. **ADDITIONAL PROVISIONS/EXHIBITS.** The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement: **Exhibit A: Scope of Services / Payment Provisions**
5. **PERFORMANCE STANDARDS.**

5.01. CONTRACTOR warrants that CONTRACTOR and CONTRACTOR’s agents, employees, and subcontractors performing services under this Agreement are specially trained, experienced, competent, and appropriately licensed to perform the work and deliver the services required under this Agreement and are not employees of the City, or immediate family of an employee of the City.

5.02. CONTRACTOR, its agents, employees, and subcontractors shall perform all work in a safe and skillful manner and in compliance with all applicable laws and regulations. All work performed under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements.

5.03. CONTRACTOR shall furnish, at its own expense, all materials, equipment, and personnel necessary to carry out the terms of this Agreement, except as otherwise specified in this Agreement. CONTRACTOR shall not use City premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement.

3 of 10

¹ Approved by the Pacific Grove City Council on June 15, 2022.

6. PAYMENT CONDITIONS.

6.01. CONTRACTOR shall submit to the Contract Administrator an invoice on a form acceptable to City. If not otherwise specified, the CONTRACTOR may submit such invoice monthly or at the completion of each phase of the project, as provided on page 6 of the proposal, but in any event, not later than 30 days after completion of services. The invoice shall set forth the amounts claimed by CONTRACTOR for the previous period, together with an itemized basis for the amounts claimed, and such other information pertinent to the invoice as the City may require. The Contract Administrator or his or her designee shall certify the invoice, either in the requested amount or in such other amount as the City approves in conformity with this Agreement, and shall promptly submit such invoice to the City Auditor-Controller for payment. The City Auditor-Controller shall pay the amount certified within 30 days of receiving the certified invoice.

6.02. CONTRACTOR shall not receive reimbursement for travel.

6.03. All payments by the City will be made by Electronic Funds Transfer (EFT). CONTRACTOR will provide the City with its bank ABA number, account number and designation of the account to which such EFT shall be made. CONTRACTOR will be responsible for notifying the City when CONTRACTOR's EFT information changes. Payments shall be for the invoiced amount, with no retention.

7. TERMINATION.

7.01. During the term of this Agreement, the City may terminate the Agreement, with or without cause, by giving written notice of termination to the CONTRACTOR at least thirty (30) days prior to the effective date of termination. Such notice shall set forth the effective date of termination. In the event of such termination, CONTRACTOR shall cease immediately all work in progress.

7.02. CONTRACTOR may terminate this Agreement at any time upon thirty (30) days' written notice of termination to City.

7.03. If either CONTRACTOR or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either CONTRACTOR or City may terminate this Agreement immediately upon written notice.

7.04. Upon termination of this Agreement by either CONTRACTOR or City, all property belonging exclusively to City which is in CONTRACTOR's possession shall be returned to City. CONTRACTOR shall furnish to City a final invoice for work performed and expenses incurred by CONTRACTOR, prepared as set forth in Section 6 of this Agreement. This final invoice shall be reviewed and paid in the same manner as set forth in Section 6 of this Agreement.

8. INDEMNIFICATION.

8.01. As respects all acts or omissions which do not arise directly out of the performance of professional services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, CONTRACTOR shall indemnify, defend, and hold harmless the City, its officers, agents, and employees, from and against any and all claims, liabilities, and losses whatsoever (including damages to property and injuries to or death of persons, court costs, and reasonable attorneys'

fees) occurring or resulting to any and all persons, firms or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims, liabilities, and losses occurring or resulting to any person, firm, or corporation for damage, injury, or death to the extent caused by CONTRACTOR's negligence, negligent acts, errors or omissions.

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

9. **INSURANCE.**

9.01. Insurance Coverage Requirements: Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

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

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

Business automobile liability insurance, covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence. ☐ Exemption/Modification (Justification attached; subject to approval).

Workers' Compensation Insurance, if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

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

Professional liability insurance, if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the retroactive date shall be no later than the commencement of the work. Coverage applicable to the work performed under this Agreement shall be continued for three (3) years after completion of the work. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.

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

9.02. Other Insurance Requirements. All insurance required by this Agreement shall be with a company acceptable to the City and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

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

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

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

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

Prior to the execution of this Agreement by the City, CONTRACTOR shall file certificates of insurance with the City's contract administrator and City's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect.

CONTRACTOR shall at all times during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by City, annual certificates to City's Contract Administrator and City's Contracts/Purchasing Division. If the certificate is not received by the expiration date, City shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement which entitles City, at its sole discretion, to terminate this Agreement immediately.

10. RECORDS AND CONFIDENTIALITY.

10.01. Confidentiality. CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential

information received from the City or prepared in connection with the performance of this Agreement, unless City specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to City any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by CONTRACTOR in the performance of this Agreement except for the sole purpose of carrying out CONTRACTOR's obligations under this Agreement.

10.02. City Records. When this Agreement expires or terminates, CONTRACTOR shall return to City any City records which CONTRACTOR used or received from City to perform services under this Agreement.

10.03. Maintenance of Records. CONTRACTOR shall prepare, maintain, and preserve all reports and records that may be required by federal, state, and City rules and regulations related to services performed under this Agreement. CONTRACTOR shall maintain such records for a period of at least three years after receipt of final payment under this Agreement. If any litigation, claim, negotiation, audit exception, or other action relating to this Agreement is pending at the end of the three-year period, then CONTRACTOR shall retain said records until such action is resolved.

10.04. Access to and Audit of Records. The City shall have the right to examine, monitor and audit all records, documents, conditions, and activities of the CONTRACTOR and its subcontractors related to services provided under this Agreement. Pursuant to Government Code section 8546.7, if this Agreement involves the expenditure of public funds in excess of \$10,000, the parties to this Agreement may be subject, at the request of the City or as part of any audit of the City, to the examination and audit of the State Auditor pertaining to matters connected with the performance of this Agreement for a period of three years after final payment under the Agreement.

10.05. Royalties and Inventions. City shall have a royalty-free, exclusive and irrevocable license to reproduce, publish, and use, and authorize others to do so, all original computer programs, writings, sound recordings, pictorial reproductions, drawings, and other works of similar nature produced in the course of or under this Agreement. CONTRACTOR shall not publish any such material without the prior written approval of City.

11. **NON-DISCRIMINATION.** During the performance of this Agreement, CONTRACTOR, and its subcontractors, shall not unlawfully discriminate against any person because of race, religious creed, color, sex, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age (over 40), or sexual orientation, either in CONTRACTOR's employment practices or in the furnishing of services to recipients. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment and all persons receiving and requesting services are free of such discrimination. CONTRACTOR and any subcontractor shall, in the performance of this Agreement, fully comply with all federal, state, and local laws and regulations which prohibit discrimination. The provision of services primarily or exclusively to such target population as may be designated in this Agreement shall not be deemed to be prohibited discrimination.

12. **COMPLIANCE WITH TERMS OF STATE OR FEDERAL GRANT.** If this Agreement has been or will be funded with monies received by the City pursuant to a contract with the state or federal government in

which the City is the grantee, CONTRACTOR will comply with all the provisions of said contract, to the extent applicable to CONTRACTOR as a subgrantee under said contract, and said provisions shall be deemed a part of this Agreement, as though fully set forth herein. Upon request, City will deliver a copy of said contract to CONTRACTOR, at no cost to CONTRACTOR.

13. **INDEPENDENT CONTRACTOR.** In the performance of work, duties, and obligations under this Agreement, CONTRACTOR is at all times acting and performing as an independent contractor and not as an employee of the City. No offer or obligation of permanent employment with the City or particular City department or agency is intended in any manner, and CONTRACTOR shall not become entitled by virtue of this Agreement to receive from City any form of employee benefits including but not limited to sick leave, vacation, retirement benefits, workers' compensation coverage, insurance or disability benefits. CONTRACTOR shall be solely liable for and obligated to pay directly all applicable taxes, including federal and state income taxes and social security, arising out of CONTRACTOR's performance of this Agreement. In connection therewith, CONTRACTOR shall defend, indemnify, and hold City harmless from any and all liability which City may incur because of CONTRACTOR's failure to pay such taxes.
14. **NOTICES.** Notices required under this Agreement shall be delivered personally or by first-class, postage pre-paid mail to the City's and CONTRACTOR'S contract administrators at the addresses listed below:

FOR CITY:	FOR CONTRACTOR:
John Kuehl, Interim Director Community Development Department	Kate Elliott, Director Cc: David Mack, Joseph Sidor
Name and Title	Name and Title
City of Pacific Grove 300 Forest Avenue	Harris & Associates, Inc. 450 Lincoln Avenue, Suite 103
Pacific Grove, CA 93950	Salinas, CA 93940
Address	Address
(831) 648-3127	(831) 789-8670
Phone	Phone

15. **MISCELLANEOUS PROVISIONS.**

15.01. Conflict of Interest. CONTRACTOR represents that it presently has no interest and agrees not to acquire any interest during the term of this Agreement which would directly or indirectly conflict in any manner or to any degree with the full and complete performance of the professional services required to be rendered under this Agreement.

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

15.03. Waiver. Any waiver of any terms and conditions of this Agreement must be in writing and signed by the City and the CONTRACTOR. A waiver of any of the terms and conditions of this Agreement shall not be construed as a waiver of any other terms or conditions in this Agreement.

15.04. Contractor. The term “CONTRACTOR” as used in this Agreement includes CONTRACTOR’s officers, agents, and employees acting on CONTRACTOR’s behalf in the performance of this Agreement.

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

15.06. Assignment and Subcontracting. The CONTRACTOR shall not assign, sell, or otherwise transfer its interest or obligations in this Agreement without the prior written consent of the City. None of the services covered by this Agreement shall be subcontracted without the prior written approval of the City. Notwithstanding any such subcontract, CONTRACTOR shall continue to be liable for the performance of all requirements of this Agreement.

15.07. Successors and Assigns. This Agreement and the rights, privileges, duties, and obligations of the City and CONTRACTOR under this Agreement, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns, and heirs.

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

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

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

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

15.12. Non-exclusive Agreement. This Agreement is non-exclusive and both City and

CONTRACTOR expressly reserve the right to contract with other entities for the same or similar services.

15.13. Construction of Agreement. The City and CONTRACTOR agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment to this Agreement.

15.14. Counterparts and Electronic Signatures. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement. By executing this Agreement, the City and CONTRACTOR also consent and agree that any electronic signature, as defined by Civil Code § 1633.2(h), affixed thereon shall have the full force and effect as a wet or manual signature.

15.15. Authority. Any individual executing this Agreement on behalf of the City or the CONTRACTOR represents and warrants hereby that he or she has the requisite authority to enter into this Agreement on behalf of such party and bind the party to the terms and conditions of this Agreement.

15.16. Integration. This Agreement, including the exhibits any documents incorporated by reference, represent the entire Agreement between the City and the CONTRACTOR with respect to the subject matter of this Agreement and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the City and the CONTRACTOR as of the effective date of this Agreement, which is the date that the City signs the Agreement.

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

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

This space is left blank, intentionally.

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

CITY OF PACIFIC GROVE

City Mayor

Department Head

City Attorney

Approved as to Fiscal Provisions

Finance

Approved as to Liability Provisions³

Risk Management

Date:

CONTRACTOR

By: Harris &
Associates, Inc.

Contractor's Business Name*

Date:

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

By:

Diane Sandman, Vice President, EPC

Name and Title

Date:

Date:

By:

(Signature of Secretary, Asst. Secretary, CFO, or
Approved as to Form Asst.
Treasurer)*

By:

Name and Title

Date:

²Date:

By:

Date:

City Agreement Number: _____.

² Approval by Finance necessary only if financial questions or issues raised in Council approval of agreement. ³

Approval by Risk Management is necessary only if changes are made in paragraph 8 or 9.

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¹ Approved by the Pacific Grove City Council on June 15, 2022.

*INSTRUCTIONS: If CONTRACTOR is a corporation, including limited liability and non-profit corporations, the full legal name of the corporation shall be set forth above together with the signatures of two specified officers. If CONTRACTOR is a partnership, the name of the partnership shall be set forth above together with the signature of a partner who has authority to execute this Agreement on behalf of the partnership. If CONTRACTOR is contracting in an individual capacity, the individual shall set forth the name of the business, if any, and shall personally sign the Agreement.

EXHIBIT A SCOPE OF SERVICES / PAYMENT PROVISIONS

CONTRACTOR shall provide contract planning services provided by a senior planner, as approved by the City Manager and/or Director of Community Development. The planner will provide in-person (City Hall) and/or remote contract planning services (as approved by the Director of Community Development) to support City planning staff. The planner will provide planning support up to three (3) days (24 hours) per week, as determined by the City Manager and/or Director of Community Development. Duties may include, but would not be limited to, the following:

- Customer service/counter support
- Phone calls and email correspondence
- Ministerial and discretionary project review
- Staff report/resolution and ordinance preparation
- Current planning support including large, controversial development applications
- Public hearing support

City shall pay CONTRACTOR \$165 per hour for Senior Planner staffing support services, and \$190 per hour for Project Manager contract management. Project management services are anticipated to require one (1) hour per month. Payment shall be made by City after submittal of an invoice from CONTRACTOR itemizing the costs incurred by City.

AMENDMENT #1
AGREEMENT FOR PROFESSIONAL SERVICES WITH HARRIS & ASSOCIATES

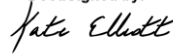
WHEREAS, the City of Pacific Grove ("City") and **Harris & Associates, Inc.** ("Contractor") entered into a Professional Services Agreement ("Agreement") dated July 1, 2022; and

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

1. **SERVICES TO BE PROVIDED.** The City hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in **Exhibit A** in conformity with the terms of this Agreement. The services are generally described as follows: Provide contract planning services.
2. **PAYMENTS BY CITY.** City shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibit A, subject to the limitations set forth in this Agreement. The total amount payable by City to CONTRACTOR under this Agreement shall not exceed the sum of **\$343,145.00.**
3. **TERM OF AGREEMENT.** The term of this Agreement is from July 1, 2022, to June 30, 2024, unless sooner terminated pursuant to the terms of this Agreement. This Agreement is of no force or effect until signed by both CONTRACTOR and City and with City signing last, and CONTRACTOR may not commence work before City signs this Agreement.

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

Dated: _____ **5/4/2023**

DocuSigned by:

 302C051F1B3441F...

Kate Elliott, Director, Environmental Planning + Compliance

Dated: _____ **5/5/2023**

DocuSigned by:

 64B91A02F6054D0...

Anastacia Wyatt, Community Development Director

5/8/2023

Dated: _____

DocuSigned by:

 3B02FAB001E94DB...

Tori Hannah, Administrative Services Director

Dated: 5/12/2023

Gregory Rubens
22EB9D6BGF144BF...
Gregory Rubens, City Attorney

Dated: 5/12/2023

DocuSigned by:
Bill Peake
2E6F9DE48137414...
Bill Peake, Mayor

DocuSign Envelope ID: D98A4E4E-1494-4EF7-8E73-AF0C83DA5D5A

EXHIBIT A

SCOPE OF SERVICES / PAYMENT PROVISIONS

CONTRACTOR shall provide contract planning services provided by a senior planner, as approved by the City Manager and/or Director of Community Development. The planner will provide in-person (City Hall) and/or remote contract planning services (as approved by the Director of Community Development) to support City planning staff. The planner will provide senior planning support up to four (4) days (32 hours) per week, as determined by the City Manager and/or Director of Community Development. Duties may include, but would not be limited to, the following:

- Customer service/counter support
- Phone calls and email correspondence
- Ministerial and discretionary project review
- Staff report/resolution and ordinance preparation
- Current planning support including large, controversial development applications
- Public hearing support

City shall pay CONTRACTOR \$170 per hour for existing senior planner at a discounted rate, and \$200 per hour for Project Manager contract management. Project management services are anticipated to require one (1) hour per month. Payment shall be made by City after submittal of an invoice from CONTRACTOR itemizing the costs incurred by City.



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

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Jon Biggs, Community Development Director
MEETING DATE: September 2, 2026
SUBJECT: Affordable Housing Opportunities – Unpermitted ADU's
CEQA: Categorical Exemption, CEQA Guidelines Section 15061(b)(3)

RECOMMENDATION

Receive report and provide direction and feedback.

DISCUSSION

BACKGROUND

Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs) are options for adding housing in Pacific Grove. Since 2016, State ADU Laws have continued to evolve to further lower barriers to the development of this type of housing. The State of California Department of Housing and Community Development (HCD) notes that ADU's provide the following benefits:

- ADUs are an affordable type of home to construct in California because they do not require paying for land, major new infrastructure, structured parking, or elevators.
- ADUs can provide a source of income for homeowners.
- ADUs are often built with cost-effective wood frame construction, which is significantly less costly than homes in new multifamily infill buildings.
- ADUs allow extended families to be near one another while maintaining privacy.
- ADUs can provide as much living space as many newly built apartments and condominiums, and they're suited well for individuals, couples, small families, friends, young people, and older adults.
- ADUs give homeowners the flexibility to share independent living areas with family members and others, allowing older adults to age in place.

ADUs are, by definition, created in areas that are already developed but where land may be underutilized. As a result, ADU construction is a key infill development strategy. They also count towards the City's Regional Housing Needs Allocation (RHNA) that are identified in the Certified Housing Element (HE), 6th Cycle (2023-2031 Planning Period). The RHNA assigned to Pacific Grove is 1,125 units spread among extremely low, very low, low, moderate, and above moderate-income households. Of the 1,125 units in the RHNA, 272 are estimated to be ADU's, so they do contribute to the City's housing inventory.

The City's current zoning regulations provide the site development standards for ADU's. These standards are found at Chapter 23.80, Accessory Dwelling Units, of Title 23, Zoning (Note – Staff is in the process of updating these standards to bring them into compliance with recent State ADU regulations).

One of the adopted City Council Goals is to have staff develop a recommendation on how to address unpermitted ADU's (aka – illegal dwelling units).

DISCUSSION

The laws governing the development of ADU's have changed dramatically over the past decade. ADU's can no longer be subject to discretionary review so long as they comply with State laws and the site development standards adopted by the City. This has made it easier to obtain the planning and construction permit to build an ADU. Unfortunately, a number of unpermitted dwelling units remain in Pacific Grove, and the owners of those units have not come forward to have those units legalized or recognized as an ADU.

The City has offered amnesty programs that provide for the recognition of unpermitted units in the past. This program allowed the owner of a property with one of these units to register the unit and have it recognized in return for making the unit an affordable unit. A study conducted in 2002 estimated there were 350 - 400 unpermitted units in the City. During the period for the amnesty program, four property owners successfully registered their units and seven other property owners applied but did not meet the qualifications of the program and needed to abate their unpermitted units (Staff notes this is a similar experience it has had in other agencies).

Given that the prior program did not achieve a better compliance effort, staff is hesitant to recommend a similar program to the City Council. However, staff does believe that the changes to the ADU regulations result in more opportunities for the owner of an un-permitted unit to legalize their unit as an ADU. To this end, staff suggests that wider noticing and community outreach efforts of the current and future ADU program be undertaken in an effort to generate more interest in ADU's and how the process can help an owner obtain recognition/approval for their unpermitted unit. To that end, staff will be participating in an ADU Summit in September, along with other Monterey County jurisdictions, to provide information to the public on the options and opportunities that ADU's present. Monitoring the applications for ADU's that come in after this summit may help guide future direction on whether a broader outreach effort is the appropriate path to recognizing unpermitted units.

OPTIONS

Provide direction.

Refer to staff address questions or requests for additional information.

FINANCIAL IMPACT:

Undetermined.

FOCUSED PRIORITY AREA: Community Development

Attachments

PPT

City Council Study Session

Unpermitted Accessory Dwelling Units (ADU's)



September 2, 2026 City Council Meeting

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Unpermitted ADU's

Unpermitted ADU's

ADOPTED CITY COUNCIL GOALS

- Priority Area 4: Community Development
- Policy Value Statement: *Pacific Grove strategically implements programs to promote housing and economic opportunities.*
- Goal 4.1 Explore options for an affordable housing project and partner opportunities
- Supporting Task – Present findings and recommendation to City Council for direction regarding unpermitted ADU's

Unpermitted ADU's

ADU's

- Affordable to construct in California because they do not require paying for land, major new infrastructure, structured parking, or elevators.
- Provide a source of income for homeowners.
- Built with cost-effective wood frame construction, less costly multi-family buildings.
- Allow extended families to be near one another.
- Provide as much living space as many newly built apartments and condominiums, Well suited for individuals, couples, small families, friends, young people, and older adults.
- Homeowners have flexibility to share independent living areas - allowing older adults to age in place.

Unpermitted ADU's

Table 2-2 Progress Towards Meeting RHNA

Income Category	RHNA Allocation Plus 20% Buffer	Pending and Approved	Estimated ADUs	Remaining RHNA
Very Low (30 to 50% of AMI)	362	0	67	295
Low (51 to 80% of AMI)	237	1	67	169
Moderate (81% to 120% of AMI)	142	0	68	74
Above Moderate (> 120% of AMI)	384	9	22	353
Total	1,125	10	224	891

Unpermitted ADU's

Unpermitted ADU's

- City study conducted in 2002 estimated 350 - 400 un-permitted units in the City.
- Four property owners successfully registered their units - seven others applied but did not meet the qualifications and had to abate their un-permitted units.

Unpermitted ADU's

Unpermitted ADU's

- Update City's ADU regulations
- ADU Workshop
- Community Outreach

Discussion



September 2, 2026 City Council Meeting