NOTICE OF MEETING
CITY OF PACIFIC GROVE
CITY COUNCIL
SPECIAL MEETING AGENDA
Wednesday, March 20, 2019, 5:30 P.M.
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

AGENDA

CALL TO ORDER

CLOSED SESSION

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

A. Conference with Real Property Negotiators (Government Code § 54956.8)
   Property: 542 Lighthouse Avenue
   City Negotiator: Ben Harvey
   Under negotiation: Price and terms of payment

ADJOURNMENT
NOTICE OF MEETING

CITY OF PACIFIC GROVE
CITY COUNCIL
REGULAR MEETING AGENDA
Wednesday, March 20, 2019, 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.

CALL TO ORDER

PLEDGE OF ALLEGIANCE: Councilmember Amelio

1. APPROVAL OF AGENDA

2. PRESENTATIONS
   A. Mayor’s Proclamation: Fair Housing Month
   B. Mayor’s Proclamation: Arbor Day

3. COUNCIL AND STAFF ANNOUNCEMENTS (City-Related Items Only)
   A. Report on Closed Session by City Attorney
   B. Other

4. GENERAL PUBLIC COMMENT
   General Public Comment must deal with matters subject to the jurisdiction of the City and the Council that are not on the Regular Agenda. This is the appropriate place to comment as to items on the Consent Agenda, only if you do not wish to have the item pulled for individual consideration by the Council. Comments from the public will be limited to three minutes and will not receive Council action. Comments regarding items on the Regular Agenda shall be heard prior to Council’s consideration of such items at the time such items are called. Whenever possible, written correspondence should be submitted to the Council in advance of the meeting, to provide adequate time for its consideration.

CONSENT AGENDA

The Consent Agenda deals with routine and non-controversial matters, and may include action on resolutions, ordinances, or other public hearings for which testimony is not anticipated. The vote on the Consent Agenda shall apply to each item that has not been removed. Any member of Council, staff, or the public may remove an item from the Consent Agenda for individual consideration. When items are pulled for discussion, they will be automatically placed at the end of their respective section within the Regular Agenda. One motion shall be made to adopt all non-removed items on the Consent Agenda.
5. **APPROVAL OF CITY COUNCIL MEETING MINUTES**
   *Items pulled from this section will be placed under 12. Unfinished and Ongoing Business*
   
   A. Minutes of the March 6, 2019 City Council Special and Regular Meetings
   Reference: Sandra Kandell, City Clerk
   Recommended Action: Approve minutes.
   
   *CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378*

6. **RESOLUTIONS**
   *Items pulled from this section will be placed under 12. Unfinished and Ongoing Business or 13. New Business*
   
   A. Residential Parking Program
   Reference: Jocelyn Francis Police Administrative Services Manager
   Recommended Action: Approve the Traffic Safety Commission’s recommendation to establish a Residential Parking Program on 10th Street, between Central Avenue and Doc Ricketts Row; and Doc Ricketts Row between Monterey Avenue and 9th Street, and direct staff to prepare a Notice of Exemption.
   
   *CEQA: Class 1 Categorical Exemption under CEQA Section 15301- Existing Facilities (Class 1 includes operation and permitting of existing public streets)*

7. **ORDINANCES**
   *Items pulled from this section will be placed under 11. Public Hearings*
   None.

8. **REPORTS – INFORMATION ONLY**
   *Items pulled from this section will be placed under 12. Unfinished and Ongoing Business or 13. New Business*
   
   A. Pacific Grove-Monterey Area of Special Biological Significance Wet-Dry Weather Stormwater Capture and Diversion Project Update
   Reference: Milas Smith, Environmental Programs Manager
   Recommended Action: Receive an update on the Urban Diversion Phase 4 Stormwater Capture Project.
   
   *CEQA: This action does not constitute a “project” as defined by the California Environmental Quality Act (CEQA) guidelines section 15378*

   B. Monterey Salinas Transit Highlights February 2019 Board Meeting
   Reference: Joe Amelio, Council Member
   Recommended Action: Receive highlights.
   
   *CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378*

   C. Recent Regional Meetings
   Reference: Bill Peake, Mayor
   Recommended Action: Receive report.
   
   *CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378*
D. Association of Monterey Bay Area Governments – Energy Watch Information
Reference: Jenny McAdams, Council Member
Recommended Action: Receive information.
CEQA: Does not constitute a "Project" as defined by CEQA Guidelines Section 15378

9. REPORTS – REQUIRING ACTION
Items pulled from this section will be placed under 12. Unfinished and Ongoing Business or 13. New Business
A. Agreement with Root Tamers for Root Control of Various Sewer Lines
   Reference: Daniel Gho, Public Works Director
   Recommended Action: Authorize the City Manager to enter into an agreement with Root Tamers for Root Control of Various Sanitary Sewer Lines in an amount per fiscal year not to exceed $71,691 plus a 10% contingency, with an option to extend for an additional two years.
   CEQA: Class I Categorical Exemption as Provided by Article 19- Section 15301- Existing Facilities, which states that Class I includes the maintenance of existing public facilities

B. New Appointment to Recreation Board
   Reference: Bill Peake, Mayor
   Recommended Action: Approve the appointment of Charles Gibson to the Recreation Board for a term ending January 31, 2023.
   CEQA: Does not constitute a "Project" under California Environmental Quality Act (CEQA) Guidelines

10. MEETING MINUTES OF COMMISSIONS, BOARDS, AND COMMITTEES
Items pulled from this section will be placed under 13. New Business
A. Architectural Review Board Meeting Minutes: February 12, 2019
   CEQA: Does not constitute a "Project" as defined by CEQA Guidelines Section 15378

B. Historic Resources Commission Meeting Minutes: January 23, 2019
   CEQA: Does not constitute a "Project" under California Environmental Quality Act (CEQA) Guidelines

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. Public hearings on non-controversial matters or for which testimony is not anticipated may be placed on the Consent Agenda, but shall be removed if any person requests a staff presentation or wishes to be heard on the matter.
A. None.
12. **UNFINISHED AND ONGOING BUSINESS**
   A. Pine Avenue Pedestrian Improvements Project  PG 81
      Reference: Daniel Gho, Public Works Director
      Recommended Action: Receive the report on the Pine Avenue Pedestrian
      Improvements Project, direct Staff to proceed with engineering and preparation of a
      Request for Proposal, and direct staff prepare a Notice of Exemption.
      **CEQA:** *Class 1 Categorical Exemption under CEQA Section 15301- Existing
      Facilities (Class 1 includes minor alteration of existing public facilities, to
      include streets, sidewalks and gutters)*
   
   B. Financial Planning Subcommittee Status Report  PG 87
      Reference: Joe Amelio and Nick Smith, Council Members
      Recommended Action: Receive the report from the City Council Financial
      Planning Subcommittee, and approve the proposed agenda topics for the March 27,
      **CEQA:** *Does not constitute a “Project” as defined by CEQA Guidelines Section
      15378*

13. **NEW BUSINESS**
   A. Council Chambers Audio/Visual (A/V) Project and Consider Appointing a Council
      Subcommittee to Assist in Evaluating Design Options  PG 89
      Reference: Rick DeNoyer, IT Program Manager
      Recommended Action: Receive an update regarding the Council Chambers A/V
      Project and consider appointing two City Council members to serve on a
      subcommittee to assist City staff with evaluating design considerations.
      **CEQA:** *Does not constitute a “Project” under California Environmental Quality
      Act (CEQA) Guidelines*
   
   B. Smoking and Vaping  PG 93
      Reference: Cynthia Garfield, Council Member
      Recommended Action: Provide direction to staff to bring to Council a report on
      existing smoking ordinances, recommendations for changes to those ordinances
      and a plan for a comprehensive approach to education and enforcement that will
      raise Pacific Grove’s ratings by the American Lung Association from an F to an A.
      **CEQA:** *Does not constitute a “Project” under California Environmental Quality
      Act (CEQA) Guidelines*

14. **FULL PRESENTATIONS**
   A. Pure Water Monterey Project Update
      Reference: Paul Sciuto, General Manager
      Recommended Action: Receive presentation.
      **CEQA:** *Does not constitute a “Project” as defined by CEQA Guidelines Section
      15378*
ADJOURNMENT

NOTICE OF ADA COMPLIANCE: Pursuant to Title II of the Americans with Disabilities Act (Codified At 42 United States Code Section 12101 and 28 Code of Federal Regulations Part 35), and Section 504 of the Rehabilitation Act of 1973, the City of Pacific Grove does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age or sexual orientation in the provision of any services, programs, or activities. The City of Pacific Grove does not discriminate against persons with disabilities. City Hall is an accessible facility. A limited number of assisted listening devices will be available at this meeting. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting or provide the requested agenda format.
DRAFT MEETING MINUTES
CITY OF PACIFIC GROVE
CITY COUNCIL
SPECIAL MEETING
Wednesday, March 6, 2019, 5:00 P.M.
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

CALL TO ORDER
Mayor Peake called the meeting to order at 5:00 p.m. Present: Mayor Peake, Mayor Pro Tem Huit, Councilmembers Amelio, Garfield, McAdams, Smith, and Tomlinson.

CLOSED SESSION
PUBLIC COMMENT ON CLOSED SESSION MATTERS
No public comment was received.

A. Conference with Real Property Negotiators (Government Code § 54956.8)
(Continued from February 20, 2019 City Council Special Meeting.)
Property: Union Pacific Railroad, Walking Path from Del Monte Avenue to Sinex Avenue
City Negotiator: Ben Harvey and David C. Laredo
Under negotiation: Price and terms of payment

B. Liability Claims (Government Code § 54956.95)
Claimant: Jeff Haas
Workers Compensation Case No. SAC0000182229
Agency claimed against: City of Pacific Grove

C. Conference with Legal Counsel – Existing Litigation (Government Code § 54956.9)
Monterey County Superior Court Case No. 18CV001242

D. Conference with Legal Counsel – Existing Litigation (Government Code § 54956.9)
Monterey County Superior Court Case No. 18CV002411
CALL TO ORDER
Mayor Peake called the meeting to order at 6:00 p.m. Present: Mayor Peake, Mayor Pro Tem Huitt, Councilmembers Amelio, Garfield, McAdams, Smith, and Tomlinson.

PLEDGE OF ALLEGIANCE
Councilmember Garfield led the pledge of allegiance.

1. APPROVAL OF AGENDA
Upon motion by Councilmember Smith and seconded by Councilmember McAdams, the City Council voted 7-0 to approve the agenda.

2. PRESENTATIONS
   A. Mayor’s Proclamation: American Red Cross Month

3. COUNCIL AND STAFF ANNOUNCEMENTS (City-Related Items Only)
   A. City Attorney Dave Laredo reported Council met with respect to Closed Sessions Agenda items A. – D. Council received updates as to all items, general direction was provided to staff but no specific reportable action was taken.
   B. Council and staff made general announcements.

4. GENERAL PUBLIC COMMENT
Public comment was received from Thom Akeman and Joy Colangelo.

CONSENT AGENDA
Action: Upon motion of Councilmember Smith and seconded by Councilmember Garfield, the Council voted 7-0 to approve the Consent Agenda.

5. APPROVAL OF CITY COUNCIL MEETING MINUTES
   A. Minutes of the February 20, 2019 City Council Special and Regular Meetings
   Action: Approved minutes.

   CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378
6. RESOLUTIONS
A. Delegation of Authority to Make Decisions on Applications for CalPERS Disability Retirement
Action: Adopted Resolution No. 19-002 to delegate Government Code authority to the City Manager to certify CalPERS determinations regarding local safety members’ eligibility for disability retirement.

**CEQA: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines Section 15378**

7. ORDINANCES
None.

8. REPORTS – INFORMATION ONLY
A. Receive Actuarial Valuation Report Regarding the City of Pacific Grove Retiree Healthcare Plan This item was continued from the February 20, 2019 City Council Regular Meeting.
Action: Received Actuarial Valuation Report Regarding the City of Pacific Grove Retiree Healthcare Plan or Other Post-Employment Benefits (OPEB).

**CEQA: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines**

B. Status of the City’s Water Allocation from MPWMD and of the City’s Water Wait List
Action: Received a report on the status of the City’s water reserves as shown on the January 2019 Monterey Peninsula Water Management District (MPWMD) monthly allocation report.

**CEQA: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines**

C. Periodic FORA Update
Action: Received the report.

**CEQA: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines**

D. Community Human Services Regular Meeting Minutes of January 17, 2019
Action: Received minutes.

**CEQA: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines**

9. REPORTS – REQUIRING ACTION
None.

10. MEETING MINUTES OF COMMISSIONS, BOARDS, AND COMMITTEES
A. Architectural Review Board Meeting Minutes: January 8, 2019
Action: Received minutes.

**CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378**
B. Economic Development Commission Meeting Minutes: January 10, 2019  
Action: Received minutes.  
*CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378*

C. Museum Meeting Minutes: November 13, 2018  
Action: Received minutes.  
*CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378*

D. Planning Commission Meeting Minutes: January 17, 2019  
Action: Received minutes.  
*CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378*

**REGULAR AGENDA**  
11. **PUBLIC HEARINGS**  
A. Zoning Code Modifications Regarding Off Street Parking Requirements in Residential Districts  
Reference: Mark Brodeur, Community and Economic Development Director  
Recommended Action: Upon motion by Councilmember Smith and seconded by Councilmember Amelio, the Council voted 7-0 to continue this item to a future City Council meeting after further Planning Commission consideration.  
*CEQA: Categorically Exempt (Class 5 – Minor Alterations in Land Use Limitations)*

12. **UNFINISHED AND ONGOING BUSINESS**  
A. Draft Tactics for 2019-2020 City Council Goals  
Public comment received from Lisa Ciani.  
Action: Council reviewed proposed draft tactics for 2019-2020 City Council Goals, and directed the City Manager to return with final goal tactics for City Council ratification.  
*CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378*

B. Approving Resolution Revising Council Policy 000-5 and the Committee Handbook  
Public comment received from Sally Moore and Lisa Ciani.  
Action: Upon motion by Councilmember Amelio and seconded by Mayor Pro Tem Huitr, the Council voted 7-0 to amend Council Policy 000-5 and adopt a revised Boards, Committees and Commissions Handbook and authorize staff, with Mayor concurrence, to make future non-substantive amendments.  
*CEQA: Does not constitute a “Project” under California Environmental Quality*
Act (CEQA) Guidelines Section 15378

13. NEW BUSINESS
   A. Library Poetry Program
      Public comment received from Sally Moore and Joy Colangelo.

      Action: Upon motion by Councilmember Tomlinson and seconded by Mayor Pro
      Tem Huit, with a substitute motion by Mayor Pro Tem Huit, the Council voted 7-0
      to approve the Library Poetry Program to be funded by the net proceeds of the
      rental at 140 18th Street.

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

   B. Local Coastal Program City Council Subcommittee
      No public comment was received.

      Action: Upon motion by Councilmember McAdams and seconded by
      Councilmember Smith, the Council voted 7-0 to designate the Mayor and the
      Mayor Pro Tem to serve on a Local Coastal Program City Council Subcommittee
      tasked with reviewing and advising on California Coastal Commission (CCC)
      suggested modifications to the City’s adopted Local Coastal Program in
      consultation with City staff, lead consultants McCabe & Company, and legal
      counsel.

      CEQA: Does not constitute a “Project” under the California Environmental
      Quality Act (CEQA) Guidelines Section 15378

14. FULL PRESENTATIONS
   None.

ADJOURNMENT
Council adjourned the regular meeting at 8:55 p.m.

Respectfully Submitted,

Sandra Kandell
City Clerk

Approved by Mayor: __________________________ Date ________________

Attest by City Manager: __________________________ Date ________________
TO: Honorable Mayor and Members of the City Council
FROM: Jocelyn Francis, Police Administrative Services Manager
MEETING DATE: March 20, 2019
SUBJECT: Residential Parking Program
CEQA: Class 1 Categorical Exemption under CEQA Section 15301-
Existing Facilities (Class 1 includes operation and permitting of
existing public streets).

RECOMMENDATION
Approve the Traffic Safety Commission’s recommendation to establish a Residential Parking
Program on 10th Street, between Central Avenue and Doc Ricketts Row; and Doc Ricketts Row
between Monterey Avenue and 9th Street, and direct staff to prepare a Notice of Exemption.

DISCUSSION
On October 9, 2018 the Traffic Safety Commission received a report and application for a
residential parking program in the area of 10th Street and Doc Ricketts Row.

The community members reasoning is due to the overflow of people attending services at St.
Angela Merici Catholic Church, located at 362 Lighthouse Avenue, who park on neighborhood
streets. The residents expressed difficulties due to their driveways being blocked, experience
damage to personal property, and the inability to park near their homes.

On November 13, 2018 the Traffic Safety Commission received a report from the Traffic
Engineer that both 10th Street and Doc Ricketts Row measure less than 20 feet wide. In addition,
10th Street between Lighthouse Avenue and Doc Ricketts Row does not qualify for this program
due to parking being directly adjacent to the church. Therefore, the Traffic Safety Commission
approved to recommend establishing a Residential Parking Program on 10th Street between
Central Avenue and Doc Ricketts Row; and Doc Ricketts Row between Monterey Avenue and
9th Street.
Pursuant to Pacific Grove Municipal Code 16.41, and City procedures, the residents completed an application and obtained the signatures of at least 75% of households to support the new program. Additionally, one resident certified that all residents were notified of the application and the costs of installing signage.

OPTIONS
1. Direct Public Works and the Traffic Engineer to plan and install alternative parking control solutions.

FISCAL IMPACT
The fiscal impact is approximately $200 to install each sign and will be reimbursed by the residents included in the Residential Parking Program.

ATTACHMENTS
1. Resolution

RESPECTFULLY SUBMITTED:

[Signatures]

Jocelyn Francis
Police Administrative Services Manager

Ben Harvey
City Manager
RESOLUTION NO. 19-xxx

ESTABLISHMENT OF A RESIDENTIAL PARKING PROGRAM ON 10TH STREET BETWEEN CENTRAL AVENUE AND DOC RICKETTS ROW; AND DOC RICKETTS ROW BETWEEN MONTEREY AVENUE AND 9TH STREET

FINDINGS

1. The City received an application to establish a Residential Parking Program from the neighbors of 10th Street between Central Avenue and Lighthouse Avenue.

2. The community members reasoning to establish a Residential Parking Program is due to the overflow of people attending services at St. Angela Merici Catholic Church, located at 362 Lighthouse Avenue, who park on neighborhood streets. The residents expressed difficulties due to their driveways being blocked, experiences with damage to personal property, and the inability to park near their homes.

3. On October 9, 2018 the Traffic Safety Commission reviewed the application, received a presentation, and heard public comment on the item.

4. On November 13, 2018 the Traffic Safety Commission received a report from the Traffic Engineer that both 10th Street and Doc Ricketts Row measure less than 20 feet wide. In addition, 10th Street between Lighthouse Avenue and Doc Ricketts Row does not qualify for this program due to parking being directly adjacent to the church.

5. On November 13, 2018 the Traffic Safety Commission approved to take the item to City Council to Establish Residential Parking Program on 10th Street between Central Avenue and Doc Ricketts Row; and Doc Ricketts Row between Monterey Avenue and 9th Street.

6. The property owners have agreed to reimburse the City of Pacific Grove for the costs of the signs and their installation. The Residential Parking Program will be enforceable 7:00 am to 6:00 pm, seven days a week.

7. This action is a “Project” under California Environmental Quality Act (CEQA) Guidelines, and qualifies for a Class 1 Categorical Exemption under CEQA Section 15301- Existing Facilities (Class 1 includes operation and permitting of existing public streets).

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

1. The Council determines that each Finding set forth above is true and correct, and by this reference incorporates those Findings as an integral part of this Resolution.

2. The Council authorizes the City Manager to publish a CEQA Notice of Exemption and establish a Residential Parking Program on 10th Street, between Central Avenue
and Doc Ricketts Row; and Doc Ricketts Row, between Monterey Avenue and 9th Street, as recommended by the Traffic Safety Commission.

3. This Resolution shall take immediate effective following passage and adoption thereof.

PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC GROVE this _____ day of ______________, 2019, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

BILL PEAKE, Mayor

ATTEST:

SANDRA KANDELL, City Clerk

APPROVED AS TO FORM:

DAVID C. LAREDO, City Attorney
TO: Honorable Mayor and Members of the City Council

FROM: Milas Smith, Environmental Programs Manager

MEETING DATE: March 20, 2019

SUBJECT: Pacific Grove-Monterey Area of Special Biological Significance Wet-Dry Weather Stormwater Capture and Diversion Project Update

CEQA STATUS: This action does not constitute a “project” as defined by the California Environmental Quality Act (CEQA) guidelines section 15378.

RECOMMENDATION
Receive an update on the Urban Diversion Phase 4 Stormwater Capture Project.

DISCUSSION
Construction of the Pacific Grove-Monterey Area of Special Biological Significance (ASBS) Wet-Dry Weather Stormwater Capture and Diversion Project, also known as Urban Diversion Phase 4, is funded by the Proposition 1 Grant. This is intended to construct infrastructure to reduce pollutants from entering the Pacific Grove ASBS. This goal will be accomplished by capturing, storing, and diverting runoff from wet and dry weather stormwater flows from the Lovers Point and Sea Palm Watersheds. This project will collect and divert dry weather, and first flush stormwater flows from 250 acres of Pacific Grove’s Lovers Point and Sea Palm watersheds. After collection, stormwater be go to Monterey One Water (MOW) for treatment and reuse.

The project consists of construction of two large collection tanks housed within the golf course, primarily underneath the 6th fairways and 7th fairway. Stormwater infrastructure (pipes in the ground) will be constructed, primarily along Caledonia, Jewell, Seapalm and Oceanview. These will divert collected stormwater into subterranean tanks. Stormwater will be metered as it is released, at strategic times, into the sanitary sewer system. These tanks will allow the City to collect and redirect stormwater into the sanitary sewer system, instead of allowing the water to flow into the ASBS. The project will meet the City’s goal of not allowing the 85th percentile storm and dry weather flows from entering the bay.

Since the mid-2000s the City has planned and constructed three phases of urban diversion systems, which collect stormwater before entering the bay and feeding the stormwater into the Sanitary Sewer. The existing infrastructure, which is east of Lovers Point to the Monterey, Pacific Grove City limit lines, collect approximately 700 acres of Pacific Grove and Monterey’s dry and wet weather runoff. The construction of the Urban Diversion Phase 4 system will collect stormwater west of Lovers Point, where currently stormwater flows to the bay. This project represents the continued and substantial effort by the City of Pacific Grove to meet State mandates, reduce pollutants from entering the ASBS,
and help the region solve the water shortage issues by diverting stormwater water to MOW for treatment and reuse to benefit projects throughout the region.

The table below represents notable achievements that helped get the Project to this point.

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<tr>
<th>Date</th>
<th>Event Description</th>
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<tr>
<td>February 18, 2015</td>
<td>The Monterey Peninsula Water Management District (MPWMD) awarded to the City of Pacific Grove a grant in the amount of 100,000 to help with the costs associate with the research and preparation of possible stormwater capture and diversion projects.</td>
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<td>November 6, 2015</td>
<td>The City entered into an agreement with the Wallace Group to prepare a preliminary design report for the Project</td>
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<td>July 8, 2016</td>
<td>The City submitted a completed Proposition 1 grant application to the State for the Project</td>
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<td>January 2017</td>
<td>The City received notice from State grant administrators that the City had been awarded the grant</td>
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<td>February 20, 2018</td>
<td>The City executed the grant agreement with the State to design, engineer, and construct the Project</td>
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<td>March 21, 2018</td>
<td>The City Council Authorized the City Manager to enter into an agreement with Wallace group for the design and engineering of the Project.</td>
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<td>December 4, 2018</td>
<td>A public meeting was properly noticed and held at the Community Center for public education and comment on the then 50% designed Project.</td>
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<tr>
<td>March 6, 2019</td>
<td>The California Coastal Commission granted the Project a development waiver permit.</td>
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The Project has reached a significant milestone. The State has reviewed and accepted the 100% Project engineered designs, plans, and specifications (Attachment 1). We are now ready to advertise the project publicly and take this project out to bid. Once bids are received and the bidding period ends, staff will then review construction proposals, qualify bidders, and bring back to Council the bid results for final review and approval prior to project implementation.

**FISCAL IMPACT**

There is no fiscal impact by receiving the report.

**ATTACHMENTS**

1. Plan Set

RESPECTFULLY SUBMITTED:

[Signature]

Milas Smith  
Environmental Programs Manager

REVIEWED BY:

[Signature]

Ben Harvey  
City Manager
IMPROVEMENT PLANS
FOR
PACIFIC GROVE- MONTEREY ASBS WET-DRY WEATHER STORM WATER CAPTURE AND DIVERSION PROJECT
CITY OF PACIFIC GROVE, MONTEREY COUNTY, CA
STATE WATER RESOURCES CONTROL BOARD

FUNDING FOR THIS PROJECT HAS BEEN PROVIDED IN FULL OR IN PART THROUGH AN AGREEMENT WITH THE STATE WATER RESOURCES CONTROL BOARD USING FUNDS FROM PROP 64 AREAS OF SPECIAL BIOLOGICAL SIGNIFICANCE (SSBS). THE CONTENTS OF THIS DOCUMENT DO NOT NECESSARILY REFLECT THE VIEWS AND POLICIES OF THE FOREGOING, NOR DOES MENTION OF TRADE NAMES OR COMMERCIAL PRODUCTS CONSTITUTE ENDORSEMENT OF RECOMMENDATION FOR USE.
### Table: City of Pacific Grove 100% Plan Analysis

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<th>SITE</th>
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<th>WATER DEMAND QUANTITY REQUIRED</th>
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<th>SEWER DISTANCE TO TREATMENT PLANT (M)</th>
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### Abbreviations

- **AL**: Access Control
- **AV**: Access Valve
- **AR**: Affluent Reuse
- **B**: Baffle
- **CA**: Check Valve
- **C**: Climbing Screen
- **CM**: Control Manifold
- **CMT**: Control Module
- **CP**: Control Panel
- **CPR**: Control Panel Replacement
- **CR**: Control Room
- **CSE**: Control System Equipment
- **CS**: Control System
- **DC**: Diameter Check
- **D**: Diameter
- **DWR**: Distribution Water Reuse
- **E**: Equipment
- **ED**: Equipment Distribution
- **EF**: Equipment Foundation
- **EL**: Equipment Lift
- **EM**: Equipment Manifold
- **EPC**: Equipment Power Connection
- **EPP**: Equipment Power Panel
- **ET**: Equipment Tunnel
- **F**: Flow
- **FL**: Flowline
- **FR**: Fire Protection
- **G**: Gate
- **H**: Header
- **HA**: Headworks
- **HC**: Header Connection
- **HE**: High Efficiency
- **HWT**: Hydraulic Work
- **HW**: Hydraulics
- **IC**: Inlet Control
- **IED**: Instrument Electrical Device
- **IME**: Instrument Mounting Equipment
- **IN**: Inlet
- **IP**: Inspector Panel
- **IPR**: Instrument Power Receptacle
- **IWP**: Instrument Work Panel
- **JST**: Joint Screen Tower
- **L**: Line
- **M**: Manhole
- **MA**: Main Access
- **MB**: Manhole Box
- **MC**: Manifold Connection
- **MD**: Maximum Diameter
- **MDS**: Main Distribution System
- **MDW**: Main Distribution Water
- **MT**: Manhole Tunnel
- **MW**: Manifold Work
- **NB**: Non-Residential Building
- **ND**: Non-Residential District
- **N**: Not Available
- **NW**: Non-Working
- **O**: Outlet
- **OP**: Outlet Pipe
- **OPR**: Outlet Power Receptacle
- **OSP**: Outlet Power Panel
- **OR**: Operation Room
- **P**: Pressure
- **PC**: Pressure Control
- **PD**: Pressure Drop
- **PE**: Pressure Equipment
- **PEM**: Pressure Equipment Manifold
- **PET**: Pressure Equipment Tunnel
- **PH**: Pressure Head
- **PL**: Pipeline
- **PMP**: Pressure Measurement Panel
- **PM**: Pressure Meter
- **PSC**: Pressure Surge Control
- **PST**: Pressure Surge Tunnel
- **PT**: Pressure Tunnel
- **Q**: Quantity
- **QW**: Queue Water
- **R**: Rate
- **RA**: Rain Augmentation
- **RAC**: Raw Augmentation Control
- **RDS**: Raw Distribution System
- **RDR**: Raw Distribution Reuse
- **RIVAL**: Raw Influent Valve Augmentation
- **RIV**: Raw Influent Valve
- **RMT**: Raw Material Tunnel
- **RND**: Raw Distribution Tunnel
- **RSM**: Raw System Manifold
- **RTP**: Raw Treatment Plant
- **RVT**: Raw Valves System Tunnel
- **RWS**: Raw Water System
- **S**: Sewer
- **SAN**: Sanitary
- **SD**: Sanitary District
- **SM**: Sanitary Manhole
- **SMB**: Sanitary Manhole Box
- **SN**: Sanitary Pipe
- **SND**: Sanitary District
- **SP**: Siphon Pipe
- **SPB**: Spillway Box
- **SPN**: Spillway Pipe
- **SR**: Service Road
- **SRT**: Service Road Tunnel
- **SST**: Service Tunnel
- **SW**: Surface Water
- **T**: Tunnel
- **TH**: Thrust Head
- **TT**: Top of Tunnel
- **U**: Underground
- **UAM**: Underground Access Manhole
- **UAR**: Underground Access Receptacle
- **UAT**: Underground Access Tunnel
- **UCN**: Underground Control Panel
- **UDE**: Underground Drawdown Equipment
- **UDS**: Underground Distribution System
- **UDW**: Underground Distribution Water
- **UFP**: Underground Fire Panel
- **UFV**: Underground Fire Valve
- **UG**: Underground Groove
- **UGA**: Underground Groove Augmentation
- **UGC**: Underground Groove Control
- **UGM**: Underground Groove Manhole
- **UGN**: Underground Groove Valve
- **UGP**: Underground Groove Panel
- **UGV**: Underground Groove Valve
- **UGW**: Underground Groove Water
- **V**: Valve
- **W**: Water
- **WAT**: Water Augmentation
- **WDS**: Water Distribution System
- **WDR**: Water Distribution Reuse
- **WFT**: Water Filter Tower
- **WFV**: Water Filter Valve
- **WHT**: Water Head Tower
- **WVT**: Water Valve Tower
- **WWT**: Water Work Tunnel
- **WWW**: Working Water
- **X**: Cross Division
- **Y**: YIELD
- **Z**: Zone

### Diagram: Diagram of Reservoir Sites

- **AG**: Approximate Offsite From Reservoir Site
- **BR**: Reservoir Site
- **RE**: Reservoir Site

### Notes:
- The table and diagrams provide detailed information about the City of Pacific Grove's water and sewer systems, including demands, pressures, and equipment locations. For a comprehensive understanding, refer to the full document.
MST HIGHLIGHTS
February 2019 Board Meeting

JANUARY EMPLOYEE OF THE MONTH
The MST Board unanimously adopted Resolution 2019-17 recognizing Michelle Overmeyer, Grants Administrator, as the January 2019 Employee of the Month for her outstanding contribution to MST and to the entire community.

FEBRUARY EMPLOYEE OF THE MONTH
The MST Board unanimously adopted Resolution 2019-21 recognizing Ruben Gomez, Mobility Specialist, as the February 2019 Employee of the Month for his outstanding contribution to MST and to the entire community.

EMPLOYEE OF THE YEAR 2018
The MST Board unanimously adopted Resolution 2018-20 recognizing Marcus Medina, Inventory Clerk, as the 2018 Employee of the Year for his outstanding contribution to MST and to the entire community.

GENERAL EXCELLENCE AWARD 2018
The MST Board recognized Norman Tuitavuki, Deputy Chief Operating Officer, as the recipient of the GM Excellence Award 2018 for successful completion of several key projects and quality service to Monterey-Salinas Transit.

APPRECIATION FOR 30 YEARS OF SERVICE
The MST Board and Staff recognized Carrol Jamey McCallon, Communications Systems Specialists for his 30 years of service with Monterey-Salinas Transit.

RETIREMENT RESOLUTION
The MST Board unanimously adopted Resolution of Appreciation 2019-16 to recognize the 20 years of service and the retirement of maintenance technician, Robert Tadman.
RETIREMENT RESOLUTION
The MST Board unanimously adopted Resolution of Appreciation 2019-19 to recognize the 29 years of service and the retirement of coach operator, Enrique Fernandez.

APPROVED REVISIONS TO THE LOST AND FOUND POLICY AND PUBLIC HEARING POLICY
The MST Board unanimously approved the updated Lost and Found Policy and Public Hearing Policy.

APPROVED PURCHASE OF REMIX PLANNING SOFTWARE
The MST Board unanimously approved a subscription agreement in the annual amount of $35,600 with REMIX for a transit planning web-based platform to support Monterey-Salinas Transit (MST) Planning and other departments.

APPROVED MEASURE Q EXPENDITURES FOR EXTERIOR PAINTING OF RIDES BUSES
The MST Board unanimously approved Measure Q expenditures not to exceed $84,000 for exterior paint and decal work on fourteen (14) Monterey-Salinas Transit (MST) mini-buses.

APPROVED MEASURE Q EXPENDITURES FOR VIDEO SURVEILLANCE CAMERA EQUIPMENT
The MST Board unanimously approved Measure Q expenditures not to exceed $50,000 for SEON on-board video surveillance camera equipment, wiring and other related components for fourteen (14) new Monterey-Salinas Transit (MST) RIDES Paratransit vehicles.

APPROVED MEASURE Q EXPENDITURES FOR VIDEO CAMERA INSTALLATIONS SERVICES
The MST Board unanimously approved Measure Q expenditures not to exceed $28,000 for video camera installation services for fourteen (14) new Monterey-Salinas Transit (MST) RIDES Paratransit vehicles.

APPROVED MEASURE Q EXPENDITURES FOR VIDEO CAMERA INSTALLATIONS SERVICES
The MST Board unanimously approved Measure Q expenditures not to exceed $28,000 for video camera installation services for fourteen (14) new Monterey-Salinas Transit (MST) RIDES Paratransit vehicles.

APPROVED PURCHASE OF RADIO NETWORK CONTROLLERS
The MST Board unanimously approved the purchase of two Radio Network Controller (RNC) consoles that integral to the Global Positioning System / Automatic Vehicle Location (GPS/AVL) for tracking and communication with the MST fleet.
RECEIVED FY 2018 COMPREHENSIVE ANNUAL FINANCIAL REPORT
The MST Board received the Monterey-Salinas Transit Agency’s FY 2018 year-end financial results and Comprehensive Annual Financial Report (CAFR).

APPROVED RENEWAL REVOLVING LINE OF CREDIT
The MST Board unanimously approved the renewal of a $1 million revolving line of credit with Rabobank, N.A., to maintain cash flow as unexpected events occur—such as the partial shutdown of the federal government (including the Federal Transit Administration)—that delay grant funding reimbursements and other short-term financing needs.

APPROVED MST KING CITY FACILITY EXPENDITURES
The MST Board unanimously approved the safety and security expenditures up to $290,000 for the Monterey-Salinas Transit’s (MST) South County Maintenance and Operations facility in King City.

APPROVED MARCH 2019 VIDEO/CAMERA EQUIPMENT UPGRADE
The MST Board unanimously approved the purchase and configuration of March surveillance video and camera equipment hardware and software not to exceed $250,000, to upgrade, expand, and integrate the security surveillance video and camera equipment at additional Monterey-Salinas Transit (MST) locations.

RECEIVED UPDATE STATUS OF FEDERAL GOVERNMENT SHUTDOWN ON MST
The MST Board received an update from Carl Sedoryk, on the status and impact of the Federal Government Shutdown and the impacts on Monterey-Salinas Transit (MST).

NEW MOBILITY CENTER RIBBON CUTTING AND DEDICATION CEREMONY
The new Mobility Center Ribbon Cutting and Dedication Ceremony will be on Wednesday, February 6, 2019 from 11:30 am to 2:00 pm at 15 Lincoln Avenue in Salinas.

NEXT MST BOARD MEETING
The next MST board meeting will be held on March 14, 2019.
TO: Members of City Council
FROM: Bill Peake, Mayor
MEETING DATE: March 20, 2019
SUBJECT: Recent Regional Meetings
CEQA: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines

RECOMMENDATION
Receive report.

DISCUSSION
Mark Stone, March 8, Pacific Grove —
This was a one-on-one meeting that CA Assembly Member Stone holds with Mayors and City Managers in his district. He is a Democrat representing the 29th Assembly District, which includes northern Monterey County. We briefly discussed City issues: environment, protection of coast, affordable housing, water supply, and pension costs.

League of CA Cities Monterey Bay Division Meeting, March 11, Salinas —
Jason Rhine, Ass’t Legislative Director for the LOCC presented 2019 Housing and Land Use Policy Discussions, What to Expect. Governor Newsom and legislators are emphasizing the need for affordable housing as evidenced by the large number of bills already introduced. Proposed legislation calls for ‘upzoning’ near transit hubs, less parking requirements, multifamily zoning, taller buildings, and more density. Cities will increasingly be asked to lower housing regulatory requirements and development fees with the possibility of loss of state funding if they don’t. Legislative actions are also being considered to promote local and state housing funding sources.

FISCAL IMPACT
No cost associated with meetings.

RESPECTFULLY SUBMITTED:

Bill Peake
Mayor
February 13, 2019

Dear Councilmember McAdams,

Welcome to the Association of Monterey Bay Area Governments Board of Directors. AMBAG Energy Watch staff has prepared an informational packet, to introduce to you how the AMBAG Energy Watch program has worked with your jurisdiction since its inception in 2006.

There are three main areas of focus I’d like to bring to your attention:

1) In the enclosed packet you will find a table detailing all the energy efficiency projects AMBAG Energy Watch identified, helped your jurisdiction install and either paid for in total or provided rebates to offset the cost. To date, your jurisdiction has saved 241,529 kWh and $44,310 in yearly avoided energy costs.

2) AMBAG Energy Watch also supports the completion of the Community-wide GHG Inventories for your jurisdiction. A summary of Pacific Grove’s 2015 community-wide greenhouse gas emissions prepared by AMBAG Energy Watch has been included. In brief summary, 2005 to 2015 GHG emissions in Pacific Grove decreased by 23 percent. A reduction in electricity and natural gas usage, as well as an increase in the amount of renewable energy in the electricity mix may have contributed to this decrease. Further, there was an increase in vehicle fuel efficiency and a slight decrease in traffic on local roads as well as a decrease in the amount of waste sent to landfills, which may also have contributed to the decrease.

3) Finally, AMBAG Energy Watch worked with the City of Pacific Grove to obtain Beacon Awards. The Institute for Local Government recognizes cities and counties that have chosen to take a leading role in promoting sustainability and addressing climate change through the Beacon Award Program. Since 2017, Pacific Grove has received a Platinum Spotlight Community Greenhouse Gas Reductions Award and a Silver Spotlight Sustainability Best Practices Award. In 2019, AMBAG Energy Watch staff will work with Pacific Grove staff to obtain a Gold Spotlight Agency Energy Savings Award as well as a Silver Spotlight Agency Natural Gas Savings Award.

I am available at your convenience to answer any questions you might have. I look forward to working with you as a member or the AMBAG Board of Directors.

Best wishes,

Elisabeth Bertrand
Special Projects Director
Association of Monterey Bay Area Governments
<table>
<thead>
<tr>
<th>City of Pacific Grove AMBAG Energy Watch Efficiency Projects</th>
<th>Estimated Energy Savings</th>
<th>KWH Savings</th>
<th>Estimated Rebate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civic Center/Police Dept - LED Lighting</td>
<td>$16,875</td>
<td>$81,277</td>
<td>$19,780</td>
</tr>
<tr>
<td>Fire Station - LED Lighting</td>
<td>$1,119</td>
<td>$10,654</td>
<td>$2,649</td>
</tr>
<tr>
<td>Library - LED Lighting</td>
<td>$2,794</td>
<td>$20,919</td>
<td>$4,365</td>
</tr>
<tr>
<td>Corporation Yard - LED Lighting</td>
<td>$3,185</td>
<td>$10,463</td>
<td>$2,361</td>
</tr>
<tr>
<td>Golf - Restaurant - LED Lighting</td>
<td>$3,412</td>
<td>$16,454</td>
<td>$3,248</td>
</tr>
<tr>
<td>Museum - LED Lighting</td>
<td>$3,051</td>
<td>$9,006</td>
<td>$1,749</td>
</tr>
<tr>
<td>Community Center - LED Lighting</td>
<td>$3,175</td>
<td>$13,349</td>
<td>$6,667</td>
</tr>
<tr>
<td>Chaumauglia Hall - LED Lighting</td>
<td>$3,144</td>
<td>$11,644</td>
<td>$5,050</td>
</tr>
<tr>
<td>Induction T52 Decorative Street Lights</td>
<td>$1,574</td>
<td>$6,500</td>
<td>$3,546</td>
</tr>
<tr>
<td>LED Traffic Signals &amp; Pedestrain Induction</td>
<td>$1,530</td>
<td>$5,050</td>
<td>$3,546</td>
</tr>
<tr>
<td>Downtown Decorative Sidewalk Lamps (60)</td>
<td>$845</td>
<td>$6,500</td>
<td>$3,546</td>
</tr>
<tr>
<td>Induction Parking Lot Lighting (25)</td>
<td>$4,674</td>
<td>$38,946</td>
<td>$7,420</td>
</tr>
<tr>
<td>Corporate Yard - T8 Lighting</td>
<td>$44,310</td>
<td>$241,529</td>
<td>$45,173</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$44,310</strong></td>
<td><strong>$241,529</strong></td>
<td><strong>$45,173</strong></td>
</tr>
</tbody>
</table>
City of Pacific Grove

Pacific Grove 2005 to 2015 Emissions by Sector

<table>
<thead>
<tr>
<th>Year</th>
<th>Residential</th>
<th>Commercial / Industrial</th>
<th>Transportation</th>
<th>Solid Waste</th>
<th>Wastewater</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2005</td>
<td>27,649</td>
<td>12,503</td>
<td>27,309</td>
<td>3,781</td>
<td>35</td>
<td>71,277</td>
</tr>
<tr>
<td>2010</td>
<td>26,948</td>
<td>12,015</td>
<td>27,798</td>
<td>3,094</td>
<td>40</td>
<td>69,895</td>
</tr>
<tr>
<td>2015</td>
<td>20,712</td>
<td>10,499</td>
<td>20,434</td>
<td>2,919</td>
<td>33</td>
<td>54,597</td>
</tr>
</tbody>
</table>

% change 2005-2015: -25%, -16%, -25%, -23%, -5%, -23%
Institute for Local Government Beacon Award Program: City of Pacific Grove


- 2018 Silver Spotlight Sustainability Best Practices Beacon Award for city efforts to save energy, reduce greenhouse gas emissions and adopt policies and programs that promote sustainability.

Potential 2019 Awards:

- 2019 Gold Spotlight Agency Energy Savings Beacon Award for reducing electricity use from city operations by 10% from 2008 to 2014 through energy efficiency projects.

- 2019 Silver Spotlight Agency Natural Gas Savings Beacon Award reducing electricity use from city operations by 5% from 2008 to 2019 through energy efficiency projects.
SERVICES AVAILABLE

- FACILITY ENERGY ASSESSMENT
  A no-cost energy use assessment to identify efficiency opportunities.

- DIRECT INSTALLATION
  We provide complete turnkey installation of all selected efficiency measures.

- PROJECT MANAGEMENT
  Energy Watch staff offers full project management support including: identifying efficiency measures, acquiring 0% financing, and assisting the customer as needed throughout the entire project and financing process.

BUSINESS ENERGY EFFICIENCY
REDUCE OPERATING COSTS AND IMPROVE PROFITABILITY

AMBAG Energy Watch is a partnership between The Association of Monterey Bay Area Governments (AMBAG) and Pacific Gas and Electric Company (PG&E) that assists small and medium businesses throughout Monterey, San Benito and Santa Cruz Counties. Our team is here to help businesses save money and reduce energy use by providing valuable energy efficiency assistance.

The turnkey energy efficiency program includes a no-cost energy assessment of your facilities. The assessment is reviewed with your team and you are able to select from the recommendations which energy efficiency measures you would like to implement. If you choose to proceed with installation, our program provides a streamlined process of quality-assured product installation.

The funding provided through the AMBAG Energy Watch program makes it possible to reduce costs related to the installation of energy efficiency measures. Possible measures include: energy efficient lighting equipment, occupancy sensors for lighting, fan motor equipment, and vending machine controllers. Funding for this opportunity is limited and is available to customers on a first-come, first-served basis. Please contact AMBAG Energy Watch or your PG&E Account Representative for more information.

This program is funded by the California utility customers and administered by Pacific Gas and Electric Company, under the auspices of the California Public Utilities Commission. "PG&E" refers to Pacific Gas and Electric Company, a subsidiary of PG&E Corporation. ©2014 Pacific Gas and Electric Company. All rights reserved.

For More Information Contact: Amaury Berteaud at: 831.264.5089 or aberteaud@ambag.org | www.ambag.org/programs-service-energy-watch
Savings energy is good business

AGRICULTURAL ENERGY EFFICIENCY
REDUCE OPERATING COSTS AND IMPROVE PROFITABILITY

AMBAG Energy Watch is a partnership between The Association of Monterey Bay Area Governments (AMBAG) and Pacific Gas and Electric Company (PG&E) that assists small and medium agriculture businesses throughout Monterey, San Benito and Santa Cruz Counties. Our team is here to help agricultural businesses save money and reduce energy use by providing valuable energy efficiency assistance.

The turnkey energy efficiency program includes a no cost energy assessment of your facilities. The assessment is reviewed with your team and you are able to select from the recommendations which energy efficiency measures you would like to implement. If you choose to proceed with installation, our program provides a streamlined process of quality-assured product installation.

The funding provided through the AMBAG Energy Watch program makes it possible to reduce the costs related to the installation of energy efficiency measures. Possible measures include: energy efficient lighting equipment, occupancy sensors for lighting, refrigeration equipment, vending machine controllers, and heating/air conditioning equipment. Funding is limited and available to eligible customers on a first-come, first-served basis.

For More Information Contact: Amaury Berteaud at: 831.264.5089 or aberteaud@ambag.org | www.ambag.org/programs-services/energy-watch
TO: Honorble Mayor and Members of City Council
FROM: Daniel Gho, Public Works Director
MEETING DATE: March 20, 2019
SUBJECT: Agreement with Root Tamers for Root Control of Various Sewer Lines
CEQA: Class 1 Categorical Exemption as Provided by Article 19- Section 15301- Existing Facilities, which states that Class 1 includes the maintenance of existing public facilities

RECOMMENDATION
Authorize the City Manager to enter into an agreement with Root Tamers for Root Control of Various Sanitary Sewer Lines in an amount per fiscal year not to exceed $71,691 plus a 10% contingency, with an option to extend for an additional two years.

DISCUSSION
Root intrusion is a significant contributor to sewer line clogging which can result in sanitary sewer overflows. The nature of the City’s landscape, numerous trees and easements as well as an abundance of grasses and shrubs, leaves us vulnerable to root intrusion into sanitary sewer lines, especially in times of drought and low rain fall.

Treatment of the sanitary sewer lines is a cost-effective method to help prevent backups and sewer line spills. A Request for Proposals (RFP) for chemical root control of various sanitary sewer lines was issued in February 2019. In the RFP, the City identified specific sewer main lines to be treated at a cost per linear foot. Of the City’s 59 miles of sewer main lines, 11.97 miles of the mains will be treated for root control.

The City received two bids for the root control.

<table>
<thead>
<tr>
<th>Company</th>
<th>Cost Per Linear Foot</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Root Tamers</td>
<td>$1.10 - $1.17*</td>
<td>$71,690.10</td>
</tr>
<tr>
<td>Dukes Root Control</td>
<td>$1.69</td>
<td>$106,889.12</td>
</tr>
</tbody>
</table>

*Price per linear foot varies due to pipe diameter

The City has qualified Root Tamers as the lowest responsible bidder. The City has used the services of Root Tamers since 2013 for chemical root control and has received excellent service.

In order to operate chemical root control, local municipalities must meet the parameters set forth in the Monterey One Water’s Chemical Root Control Checklist (Attachment 1). Root Tamers and City Staff have reviewed the checklist and can confirm continued compliance with all Monterey One Water’s requirements.
FISCAL IMPACT
$71,691 plus a 10% contingency, is budgeted from the City’s Sewer Fund.

ATTACHMENTS
1. Monterey One Water memo

RESPECTFULLY SUBMITTED:

Daniel Gho
Public Works Director

REVIEWED BY:

Ben Harvey
City Manager
MEMBER ENTITY ROOT CONTROL CHEMICAL
INFORMATIONAL BULLETIN

Roots are a leading cause of wastewater collection system (WCS) blockages which can result in sanitary sewer overflows and costly structural damages. Early, preventive root control can help avoid these instances and may sometimes include the introduction of chemicals to the WCS. The Monterey Regional Water Pollution Control Agency (MRWPCA) is responsible for safely receiving and treating wastewaters that derive from you, our member entities. As the downstream receiver of these waters, the MRWPCA is requesting your assistance in addressing some concerns:

- The use of certain root control chemicals may interfere with, or otherwise impact, the biological treatment processes at the Regional Treatment Plant (RTP).
- High concentrations of root control chemicals in RTP effluent or biosolids may trigger costly permit violation fines.
- The health and safety of staff entering the wastewater collection system during application may be compromised.
- Sampling events may be adversely affected by the addition of root control chemicals.

By adhering to the following guidelines, member entities can ensure that the benefits of chemical root control are realized without the above adverse impacts.

- To protect the RTP and MRWPCA employees, root control applicators and member entities should provide advanced notification, ten business days, to the MRWPCA of any planned chemical root control addition to the WCS. Notification should include safety data sheets (SDS), dates, locations and volumes of active ingredient to be used.
- The applicator should be aware of the Federal, State and local rules which apply, and should closely adhere to the instructions provided on the pesticide label. Refer to the attached example application checklist which details basic compliance responsibilities.
- Prior to choosing a root control chemical, municipalities should confirm its registration with the US EPA and State of California Department of Pesticide Regulation for use as a root control chemical. For example, copper compounds are widely used for root control purposes, however, are not registered for such uses in the State of California due to their interference with the wastewater treatment process.

The MRWPCA thanks you in advance for your ongoing assistance in addressing these potential hazards. Should you have any questions, comments or concerns please contact us at (831) 883-1118.
ROOT CONTROL CHEMICAL APPLICATION CHECKLIST

This checklist should be reviewed before applying any root control chemical to the wastewater collection system (WCS).

☐ Have you confirmed the chemical’s status and registration with the US Environmental Protection Agency and the State of California Department of Pesticide Regulation?

☐ Have you thoroughly read, and do you understand, the pesticide label?

☐ Have you thoroughly read, and do you understand, the Federal, State, and local rules that apply to the use of this chemical?

☐ Have you provided the MRWPCA with copies of the chemical safety data sheet (SDS) and pesticide label?

☐ Have you notified the MRWPCA operations department of the dates, times, locations, and amounts of active ingredients to be introduced to the WCS?

☐ Do you know the distances between buildings and the sewer line being treated, and the depths of the sewer lines compared to the drains in buildings connected to these lines?

☐ Do you know the condition of the lines you intend to treat (obstructions, collapses, leaks, broken or empty traps)?

☐ Are there drains without traps that would allow easy emergence of foam?

☐ Are product labels and SDS available onsite for quick reference?

☐ Does the site have all necessary equipment for proper traffic control and safely opening manholes?

☐ Are you equipped with personal protective equipment (PPE) conforming to OSHA standards, including those required for confined space entry?
AGENDA REPORT

TO: Members of the City Council
FROM: Bill Peake, Mayor
MEETING DATE: March 20, 2019
SUBJECT: New Appointment to Recreation Board
CEQA: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines

RECOMMENDATION
Approve the appointment of Charles Gibson to the Recreation Board for a term ending January 31, 2023.

DISCUSSION
Charles Gibson’s appointment fills a vacancy on the Recreation Board created by Chris Balog’s resignation. Ms. Balog’s long service to the community on the Recreation Board is much appreciated.

OPTIONS
Provide alternative direction.

FISCAL IMPACT
There is no significant financial impact.

ATTACHMENTS
1. Charles Gibson’s redacted application.

RESPECTFULLY SUBMITTED:

Bill Peake
Mayor

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

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

Name: Charles Gibson

Street Address: [Redacted]

City: Pacific Grove

State: CA

ZIP Code: 93950

Residence Telephone Number: [Redacted]  Work Telephone Number: Same

E-Mail Address: [Redacted]

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

Brief Description of Background and Qualifications (Additional Information May Be Attached on Separate Sheets): ATTACHMENT OF A RESUME IS DESIRABLE.

As a new resident of Pacific Grove, I find this to be a great opportunity to learn more about the community while advocating for parks, recreation, and open space. I just concluded 8.5 years as a City of Campbell Parks and Recreation Commission in addition to my professional career for 30 years as the parks and open space manager for the City of Mountain View, CA. Additionally, I have worked part-time as a consultant (Diemer Engineering, Inc.) for the Town of Hillsborough Public Works Department sharing superintendent responsibilities for the past six years and working closely with Hillsborough Recreation Department.

I have an extensive background in public administration and have worked with many agencies, school districts, boards and community groups in addressing both community and regional-based needs for parks, trails and recreational program development.

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

Signature of Applicant: 

Date: Jan 04 19

FOR CITY USE ONLY

Appointed to: 

Date of Appointment: ______________  Expiration: ______________

Date of Reappointment: ______________  End of Term: ______________

Date Certification of Appreciation Awarded: ______________
MINUTES
CITY OF PACIFIC GROVE
ARCHITECTURAL REVIEW BOARD
REGULAR MEETING MINUTES
4:00 p.m., February 12, 2019
Council Chambers – City Hall – 300 Forest Avenue, Pacific Grove, CA

1. Called to Order – 4:02 pm

2. Roll Call
   Architectural Review Board Members Present: Sarah Boyle, Jeff Edmonds, Michael Gunby, Terrence Coen, Garrett Van Zanten
   Absent: Jen Veitengruber

3. Election of Officers: Chair, Vice-Chair and Secretary
   Staff Reference: Alyson Hunter, Associate Planner
   CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378
   Member Edmonds nominated Member Boyle for Chair, seconded by Member Gunby. The Board voted 5-0-1 (Member Veitengruber absent) to elect Member Boyle as Chair.
   Motion passed.
   Member Gunby nominated Member Edmonds for Vice Chair, seconded by Member Coen. The Board voted 5-0-1 (Member Veitengrube absent) to elect Member Edmonds as Vice-Chair
   Motion passed.
   Chair Boyle nominated Member Gunby for Secretary, seconded by Member Coen. The Board voted 5-0-1 to elect Member Gunby as Secretary.
   Motion passed.

4. Approval of Agenda
   On a motion by Member Gunby, seconded by Member Edmonds, the Board voted 5-0-1 (Member Veitengruber absent) to approve the agenda.
   Motion passed.

5. Approval of Minutes
   a. Approval of January 8, 2019 Minutes
      Recommended Action: Approve as presented
      On a motion by Member Edmonds, seconded by Member Gunby, the Board voted 5-0-1 (Member Veitengruber absent) to approve the minutes.
      Motion passed.

6. Public Comments
   a. Written Communications
b. Oral Communications
   Lisa Ciani – Staff Reports and Historic Preservation Ordinance
   Betty Aecckin – Requests ARB members be present for a Zoning Administrator hearing.
   Mary Ann Larson Spradling – Voices support of Ms. Aeccklin.

7. Reports of Council Liaison

   Mayor Peake provided an update on actions taken by the City Council during its most recent meeting.

8. Consent Agenda
   a. Address: 642 Hillcrest Avenue (APN 006-652-015)
      Application #: Use Permit (UP) / Admin. Architectural Permit (AAP) 18-0993
      Description: A recommendation from the ARB to the Planning Commission is needed for exterior and interior alterations to, as well as for a change in use of, an existing detached accessory building in excess of 120 sq. ft. in size. No changes to the existing building are proposed at this time. This review will assist in legitimizing alterations that have occurred in the recent past without the benefit of review.

   On a motion by Chair Boyle, seconded by Member Edmonds, the Board voted 5-0-1 (Member Veitengruber absent) to approve the Consent Agenda.

9. Regular Agenda
   Members of the public are welcome to offer their comments on any of the following items after being recognized by the Chair. Presentations will be limited to three minutes, or as otherwise established by the Commission Chair. Persons are not required to give their name or address, but it is helpful for speakers to state their name in order that they are identified in the minutes.

   a. Address: 246 Forest Avenue (APN 006-281-008)
      Application #: Architectural Permit (AP) 18-0733
      Description: The proposed project is for the development of two, two-bedroom residential units above the Mum’s Place commercial building located at 246 Forest Avenue. The two units will total ± 2,783 sq. ft. and will be located at the rear one-third of the building overlooking 16th Street. One onsite parking space will be provided in the existing garage. Additional access improvements on the 16th Street side are included as is the return of an infill window on the Forest Ave. façade to match the other existing windows. Although this building is not on the City’s Historic Resources Inventory, it is considered a historic resource given its age and remaining original architectural features. A Phase II Historic Assessment was prepared by a qualified historian which indicates that the project will retain the building’s existing character-defining features and will be undertaken in substantial conformance to the Secretary of the Interior’s Standards for Rehabilitation.

   Alyson Hunter, Associate Planner, provided a staff report and answered the Board’s questions.

   Jeanne Byrne, the project Architect presented the project and answered the Board’s questions

   The Chair opened the floor to public comments.

   Lisa Ciani spoke in opposition to the proposed CEQA Exemption, and asked that the project be reviewed by the Historic Resources Committee.
Rick Steres spoke in favor of the project.

Anthony Ciani recommended changes be made to the design to respect the historicity of the building.

Frank Pierce spoke on the proposed CEQA Exemption findings.

The Chair closed the floor to public comment.

The Board discussed the item.

On a motion by Member Gunby, seconded by Member Coen, the Board voted 5-0-1 (Member Veitengruber absent) to approve the project with a change to the required number of parking permits, subject to findings, and Class 1 and Class 31 CEQA Exemptions.

Motion passed.

b. **Address:** 945 Jewell Avenue (APN 006-131-005)
   **Application #:** Architectural Permit (AP) 18-0946
   **Project Description:** An 808 sq. ft. addition to the rear of an existing 1,080 sq. ft. single-story residence. The ± 11,740 sq. ft. parcel is developed with a detached one-car garage, a small shed, and several trees, all of which will remain. All development standards of the R-1 zoning district will be met. No tree removal is proposed.

Alyson Hunter, Associate Planner, provided a staff report.

Aaron Tollefson, the project applicant, spoke on the project and answered the Board’s questions.

The Chair opened the floor to public comment.

Lisa Ciani asked for the project to be reviewed by the Historic Resources Committee, and also asked for a tribal monitor to be present during ground disturbing activities and for tree protection during construction.

The Chair closed the floor to public comment.

The Board discussed the item.

The Chair reopened the floor to public comment.

Paul Ratto, the property owner spoke to the tree protection requirements.

The Chair closed the floor to public comment.

The Board discussed the item.

On a motion by Member Gunby, seconded by Member Edmonds, the Board voted 5-0-1 (Member Veitengruber absent) to approve the project, subject to findings, Class 1 and 31 CEQA Exemptions, with an added condition to have a tribal monitor present during ground disturbing activities.
Motion passed.

c. Address: 909 Egan Avenue (APN 006-092-009)
   Application #: Architectural Permit (AP) / Tree Permit (TP-D) 18-0896
   Description: The project consists of a residential remodel including the demolition of a portion of the rear of the existing two-story house, a 176 sq. ft. attached replacement structure, and a new second-story deck of 77 sq. ft. on the northwest corner of the house to match the existing second-story deck on the northeast corner. The project includes removal of one (1) 19” diameter non-native holly tree which is regulated by Title 12 of the PGMC. The project meets all of the development standards of the R-1 zoning district.

Alyson Hunter, Associate Planner, provided a staff report.

Doug Howe, the project Architect, presented and answered Board Member’s questions.

The Chair opened the floor to public comment.

Lisa Ciani asked for additional conditions to be imposed on the project.

The Chair closed the floor to public comment.

The Board discussed the item.

On a motion by Member Gunby, seconded by Chair Boyle, the Board voted 5-0-1 (Member Veitengruber absent) to approve the project with an added condition requiring a tribal monitor during ground disturbing activities, subject to Findings, modified Conditions of Approval, and Class 1 CEQA Exemption.

Motion passed.

d. Address: 905 Lighthouse Avenue (APN 006-342-003)
   *This item was continued from the January 8, 2019, ARB meeting.*
   Application #: Architectural Permit (AP) / Accessory Dwelling Unit (ADU) 18-0957
   Description: The project consists of the demolition of an existing detached garage, the remodel of and 1,284 sf addition to an existing 1926 Craftsman style residence, and a new single-car detached garage with a 550 sf ADU above. The project complies with the development standards of the R-4 zoning district.

Alyson Hunter, Associate Planner, provided a staff report.

Maia Gendreau, the Project Architect, and Rich Gallagher, the owner, presented the project and answered the Board’s questions.

Jim Bustillo spoke in opposition to the project.

Lisa Ciani spoke in opposition to the project.

Joy Calangelo spoke in favor of the project.

A neighbor spoke in opposition of the project.
Karen Bustillo spoke in opposition of the project.

The Chair closed the floor to public comment.

The Board discussed the item.

On a motion by Member Gunby, seconded by Edmonds, the Board voted 5-0-1 (Member Veitengrubber absent) to continue the item to a future meeting to allow the project applicant to revise the height of the proposed Accessory Dwelling Unit and to design the primary residence façade to be more sympathetic to the neighborhood.

Motion passed.

10. Reports of ARB Members

Member Gunby provided an update on the Downtown Design Guidelines subcommittee.

Chair Boyle welcomed the newest member of the Architectural Review Board, Garrett Van Zantan.

11. Staff Update

Anastazia Aziz, Principal Planner, provided a status report on the Historic Resources Inventory update.

12. Adjournment – 6:04 p.m.

APPROVED BY ARCHITECTURAL REVIEW BOARD

Michael Gunby, Secretary

Date
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MINUTES
CITY OF PACIFIC GROVE
HISTORIC RESOURCES COMMITTEE
REGULAR MEETING

3:00 p.m., Wednesday, January 23, 2019
Council Chambers – City Hall – 300 Forest Avenue, Pacific Grove, CA

1. Called to Order - 3:00 p.m.

2. Roll Call
   HRC Members Present: Claudia Sawyer (Chair), Mark Travaille, Joseph Rock (Vice-Chair), Jill Kleiss (Secretary), Mimi Sheridan, Rick Steres, Wilda Northrop

3. Approval of Agenda
   On a motion by Vice-Chair Rock, seconded by Member Steres, the Committee voted 7-0-0 to approve the agenda. Motion passed.

4. Approval of HRC Minutes
   a. December 19, 2018 Minutes
      Recommended Action: Approve minutes
      On a motion by Member Sheridan, seconded by Member Steres, the Committee voted 5-0-0-2 (Member Kleiss and Vice-Chair Rock abstain) to approve the December 19, 2018 HRC minutes. Motion passed.

5. Public Comments
   a. Written Correspondence
      Written correspondence was received from Mr. Anthony Ciani on January 22, 2019 pertaining to item 9a – Overview of PGMC Table 23.70.012-1, Types of Review, Applications, and Roles of Review Authorities.
   b. Oral Communications
      None.

6. Reports of Council Liaison
   Councilmember Tomlinson introduced herself as the new City Council liaison and stated she looks forward to being the Council Liaison for this Committee. Councilmember Tomlinson also thanked member Wilda Northrop for her service and welcomed Committee member Geoff Walsh who was not present at the meeting.

7. Items to be Continued or Withdrawn
   None.
8. Consent Agenda

a. Initial Historic Screening Request No. IHS 18-1022 for 703 Congress Ave.
   Description: Initial Historic Screening
   Applicant/Owner: Paul Dean
   CEQA status: Not a project under CEQA
   Staff reference: Mark Brodeur, Director Community and Economic Development Dept.
   Recommended action: Determine ineligible for the Historic Resources Inventory

b. Initial Historic Screening Request No. IHS 19-0001 for 769 Spruce Ave.
   Description: Initial Historic Screening
   Applicant/Owner: Samuel Paralaveccio
   CEQA status: Not a project under CEQA
   Staff reference: Mark Brodeur, Director Community and Economic Development Dept.
   Recommended action: Determine ineligible for the Historic Resources Inventory

c. Initial Historic Screening Request No. IHS 19-0006 for 1049 Morse Dr.
   Description: Initial Historic Screening
   Applicant/Owner: Linda Temple
   CEQA status: Not a project under CEQA
   Staff reference: Mark Brodeur, Director Community and Economic Development Dept.
   Recommended action: Determine ineligible for the Historic Resources Inventory

On a motion by Member Sheridan, seconded by Vice-Chair Rock, the Committee voted 7-0-0 to approve the Consent Agenda. Motion passed.

9. Regular Agenda

a. Overview of PGMC Table 23.70.012-1, Types of Review, Applications, and Roles of Review Authorities
   Staff Reference: Alyson Hunter, Associate Planner
   CEQA Status: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378
   Recommended action: Discuss and accept as information

   Anastazia Aziz, Principal Planner, provided an overview of the PGMC Table 23.70.012-1, Types of Review, Applications, and Roles of Review Authorities

   Chair Sawyer opened the floor to public comment.

   Mr. Anthony Ciani, resident, spoke regarding this item.

   Committee members discussed the item and agreed to continue this item for further discussion to a future meeting.

10. Presentations and Trainings

a. Applying the Secretary of the Interior Standards for the Treatment of Historic Properties
   Webinar (1 hr, 15 min.), presented by the California Preservation Foundation
   Staff Reference: Alyson Hunter, Associate Planner
   CEQA Status: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378
Staff played the pre-recorded California Preservation Foundation webinar on “Applying the Secretary of the Interior Standards for the Treatment of Historic Properties”.

11. Reports of HRC Members

Chair Sawyer provided a status update on the Downtown Commercial Design Guidelines project.

12. Reports of Staff

Alyson Hunter, Associate Planner, informed the Committee that the next HRI Update Advisory Group meeting will be on Monday, January 28, 2019.

13. Adjourned at 4:37 p.m.

APPROVED BY THE HISTORIC RESOURCES COMMITTEE.

[Signature]
Jill Kleiss, Secretary

Date 2/27/19
TO: Honorable Mayor and Members of City Council
FROM: Daniel Gho, Public Works Director
MEETING DATE: March 20, 2019
SUBJECT: Pine Avenue Pedestrian Improvements Project
CEQA: Class 1 Categorical Exemption under CEQA Section 15301-Existing Facilities (Class 1 includes minor alteration of existing public facilities, to include streets, sidewalks and gutters).

RECOMMENDATION
Receive the report on the Pine Avenue Pedestrian Improvements Project, direct Staff to proceed with engineering and preparation of a Request for Proposal, and direct staff prepare a Notice of Exemption.

DISCUSSION
Since 2013, citizens have attended Traffic Commission and City Council meetings to express their concerns related to pedestrian, bicycle, and vehicle safety on Pine Avenue. In FY 17/18, City Council allocated seed funding to explore design ideas to convert Pine Avenue to a complete street. In FY 18/19, additional funding was allocated to proceed with design exploration and implementation of a project.

The City explored a variety of design ideas to ensure safe, convenient and comfortable travel for all modes of transportation. Initially, design ideas centered around a complete street concept with designated parking lanes, a single vehicle travel lane in each direction, dedicated turn pockets, and bike lanes. Each conceptual design varied slightly in how the various complete street components could be arranged on the roadway.

In August 2018, the City held a Community Meeting inviting public input on three complete street ideas. The overwhelming feedback from meeting participants was to focus on pedestrian improvements and address biking on an alternative roadway.

The feedback provided at the Community Meeting resulted in the City reassessing the project and creating the Pine Avenue Pedestrian Improvement Project (attachment 1). This design concept places emphasis on pedestrian improvements by:
- Constructing bulb outs and a four-way stop sign with cross walks at the intersection of Congress and Pine
- Installing flashing beacon crosswalks at 15th and 13th Streets in front of Robert Down Elementary School, and
- Pedestrian improvements at the intersection of Eardley and Pine.
This revised Pine Avenue Pedestrian Improvement project is rooted in feedback provided by the public via email correspondence, Traffic Commission and City Council meetings, and the Pine Avenue Community Meeting.

City Staff is in the process of evaluating alternative roadways, such as Junipero Avenue, for possible bike boulevards as a separate effort. This exploration will allow the City to address the bike network in a concerted manner while addressing the feedback received at the Pine Avenue Community Meeting.

On February 26, 2019, City Staff presented the various conceptual designs (including the three complete street designs from the August 2018 community meeting). The Traffic Commission unanimously recommended the Pine Avenue Pedestrian Improvements move forward as the desired project recommendation to City Council.

In addition to addressing all expressed pedestrian concerns, the proposed Pine Avenue Pedestrian Improvement project will be significantly less to construct, than the initial complete streets designs that were explored. The initial construction cost is estimated at $285,000, the complete street options cost estimates were approximately $660,000.

Staff is recommending the City Council approve Staff to proceed with engineering and preparation of an RFP for the Pine Avenue Pedestrian Improvement Project as it will significantly improve the corridor for pedestrians and motor vehicles, while not limit the opportunity for the City to construct additional pedestrian and vehicle improvements in the future.

**FISCAL IMPACT**
As part of the FY 2018/19 Capital Improvement Program budget the Council has allocated $300,000 towards improvements on Pine Avenue. The Pine Avenue Pedestrian Improvements Project falls within the allotted amount and will return to City Council for an award of an agreement for construction following the RFP process.

**ATTACHMENT**
1. Pine Avenue Pedestrian Improvements Design Concept

RESPECTFULLY SUBMITTED:

[Signature]
Daniel Gho
Public Works Director

REVIEWED BY:

[Signature]
Ben Harvey
City Manager
**ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION COST**

Pine Ave Street Reconfiguration - Option D

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Utilities

| | New Storm Drain Catch Basin and Lateral | 1 | LS | $10,000.00 | $10,000 |
| | Utility Box Replacement/Adjustment Budget | 1 | LS | $10,000.00 | $10,000 |
| | **Subtotal Utilities** | | | | **$20,000** |

Signage and Striping

| | Traffic Sign Budget | 1 | LS | $5,000.00 | $5,000 |
| | Stripping | 750 | LF | $1.50 | $1,125 |
| | A24A - TYPE I Arrow | 2 | EA | $100.00 | $200 |
| | A24A - TYPE IV (R), Turn Arrow Stripping | 2 | EA | $105.00 | $210 |
| | A24A - TYPE VII Arrow | 2 | EA | $190.00 | $380 |
| | A24D - "Stop Legend" Marking | 16 | EA | $170.00 | $2,720 |
| | A24F - Ladder Crosswalk Marking | 8 | EA | $1,600.00 | $12,800 |
| | **Subtotal Signage and Striping** | | | | **$22,435** |

Miscellaneous

| | Crosswalk Warning Light System | 2 | LS | $10,000.00 | $20,000 |
| | Median Island & Bulbout Landscape | 900 | SF | $6.00 | $5,400 |
| | **Subtotal Miscellaneous** | | | | **$25,400** |

| | **Subtotal Estimated Construction Cost** | | | | **$247,635** |
| | Contingency | 15% | | | **$37,145** |

**TOTAL ESTIMATED CONSTRUCTION COST (rounded to nearest $1,000)** | **$285,000** |

**Notes and Assumptions:**
1. A unit price for the bulbout demolition was calculated using the largest bulb out area and assuming 6" of pavement removal.
2. A unit price for the bulbout construction was calculated using the largest bulbout area and assuming 4" of HMA and 4" of Concrete.
3. A unit price for the channelizing island demolition was calculated assuming 6" of pavement removal.
4. Estimate does not include re-paving or re-striping of Pine Ave except for specific improvements at Congress Ave and Eardley Ave.
5. Prices are from the City of Pacific Grove 2017 Crack Seal & Slurry Seal Project and Caltrans awarded bids for District 5.
6. Existing storm drain improvements are to remain as-is, except for the bulbout conflicts at Congress Ave.
7. Low-Impact Development stormwater improvements are not included.
TO: Honorable Mayor and Members of City Council

FROM: Joe Amelio and Nick Smith, Council Members

MEETING DATE: March 20, 2019

SUBJECT: Financial Planning Subcommittee Status Report

CEQA: Does not constitute a “Project” as defined by CEQA Guidelines Section 15378

RECOMMENDATION
Receive the report from the City Council Financial Planning Subcommittee, and approve the proposed agenda topics for the March 27, 2019 Financial Planning Workshop.

DISCUSSION
As part of the Long-Term Fiscal Forecast presentation at the February 6, 2019 City Council Meeting, the City Council created the Financial Planning Subcommittee, comprised of Council Members Amelio and Smith. The Subcommittee’s first order of business was to meet with the City Manager and Administrative Services Director to propose agenda topics for the March 27, 2019 Financial Planning Workshop Special City Council Meeting.

Proposed Agenda Topics for March 27, 2019 Financial Planning Workshop:

1. Establishing Minimum Capital Improvement Project funding amounts/levels
2. Allocating street funding in correlation with the Pavement Management Plan (reviewing the 4 scenarios, using a hybrid of scenarios, etc.)
3. CalPERS – proposed options for paying down the unfunded liability
4. Formulation of a 5-year strategic plan
5. Identifying key budgetary indicators ("triggers") that could relate to adjustments in fiscal strategies (for inclusion within the annual five-year forecast, or otherwise)
6. Proposed sale of water entitlements
7. Bonding City Measure X and SB 1 allocations
8. Additional proposed tax measures
9. Targeted transient occupancy tax allocation towards streets and sidewalks maintenance and upgrades
10. City budget reduction tactics (reducing professional service contracts, City Department-wide budget reductions, etc.)
11. Specific allocations for unanticipated revenue or unspent allocated funds at fiscal year-end
12. Revisiting the City Council Reserve Policy
13. Potential proposed employee incentive programs/packages
OPTIONS
1. Take no action
2. Modify proposed agenda topics
3. Propose different agenda topics

FISCAL IMPACT
There is no fiscal impact in the receipt of the status report and the approval of the proposed agenda.

RESPECTFULLY SUBMITTED,

Joe Amelio
Nick Smith
Joe Amelio
Council Member
Nick Smith
Council Member

Reviewed By:

Ben Harvey
City Manager
TO: Honorable Mayor and Members of the City Council
FROM: Rick DeNoyer, IT Program Manager
MEETING DATE: March 20, 2019
SUBJECT: Council Chambers Audio/Visual (A/V) Project and Consider Appointing a Council Subcommittee to Assist in Evaluating Design Options
CEQA STATUS: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines

RECOMMENDATION
Receive an update regarding the Council Chambers A/V Project and consider appointing two City Council members to serve on a subcommittee to assist City staff with evaluating design considerations.

DISCUSSION
On December 20, 2017, a representative from the Client First Technology Consulting Group presented the results of the City’s information Technology Assessment and Plan. This assessment included a recommendation to upgrade the City Council Chambers A/V systems. An excerpt from the Plan is included in Attachment 1.

The City Council Chambers A/V upgrade project will replace antiquated hardware, improve visuals for the audience and those sitting at the dais; and also introduce new technologies that can support paperless and streamlined operations.

The City hired a Systems Integration Consultant to draft initial design options based on information that was gathered in late 2018. While staff has worked to with the consultant to narrow-down design options, a final decision will need to be made to produce the Request for Proposal.

The proposed subcommittee will be tasked with assisting the City Manager and staff in making design decisions such as presentation screen placements, room seating arrangements, dais technology improvements, and optional applications such as voting systems.

OPTIONS
1. Appoint a subcommittee
2. Provide alternate direction

FISCAL IMPACT
There is no projected impact to the General Fund.
ATTACHMENTS
1. Information Technology Assessment Excerpt – Council Chambers Audiovisual Systems

RESPECTFULLY SUBMITTED:

[Signature]

Rick DeNoyer
Information Technology Program Manager

REVIEWED BY:

[Signature]

Ben Harvey
City Manager
29. Council Chambers Audiovisual Systems

Findings and Observations

- Council chambers audiovisual (AV) and lighting are older, but still functional.
- A not-for-profit is responsible for Council meeting AV production and cable TV feeds.
- IT staff supports and monitors Council meeting start to validate that systems are working appropriately.
- Agenda management software, which may also include a separate module for developing meeting minutes, is not currently utilized.
- Audio recordings are used for all other Boards, Commissions, and Committees.
  - These recordings are posted on the website following each meeting.
  - Live audio feeds or video of these meetings is not available.

Recommendations

- Consider procuring the Council Chambers Audiovisual System and EOC audiovisual at the same time.
  - The City may receive better pricing on a larger purchase.
- Design and develop an RFP for replacement of audiovisual equipment and lighting systems in Council chambers.
- Utilize PEG-fund balance and PEG fees over time to keep improvements budget-neutral, if possible.
- Integrate audiovisual and Council meeting minutes using a third-party agenda management product.
  - Utilize an agenda management/ECMS selection process.

Benefits

- Improved production quality of City Council meetings and other public meetings held in the Council chambers
- Increased availability of IT staff for core technology projects and staff support
- Improved government transparency
TO: Honorable Mayor and Members of the City Council
FROM: Cynthia Garfield
MEETING DATE: March 20, 2019
SUBJECT: Smoking and Vaping
CEQA: Does not constitute a “Project” under California Environmental Quality Act (CEQA) Guidelines

RECOMMENDATION
Provide direction to staff to bring to Council a report on existing smoking ordinances, recommendations for changes to those ordinances and a plan for a comprehensive approach to education and enforcement that will raise Pacific Grove’s ratings by the American Lung Association from an F to an A.

DISCUSSION
The 2018 ratings of the American Lung Association were a shock. Pacific Grove received an “F”. This grade stems from a lack of regulation of smoke-free areas (we do have an ordinance about outdoor smoking), and failure to take actions to reduce of the sales of tobacco/emerging products. Products that particularly endanger our children are flavored vaping and other non-cigarette products that are proven to rapidly addict young users, leading to life-long health risks.

Aside from the rating, we have been presented with compelling evidence that Pacific Grove is not proactively addressing these issues. A dedicated group of volunteers has removed this hazardous waste, keeping the waste from entering the bay. The efforts of these volunteers has mitigated the presence of cigarette litter being discarded and allowed the problem to continue unabated.

Cigarette butts are toxic to marine life and birds that cannot differentiate them from food. Butts are made of plastic, thus contributing to the growing problem of micro plastics in the environment. As part of our efforts to eliminate plastic used unnecessarily, we should address the impact of butts, which are the most frequently picked up litter in every cleanup campaign.

There are many gains to Pacific Grove for addressing this issue. Limiting smoking throughout Pacific Grove will reduce “upstream” litter and further protect wildlife, bay and parks. Enforcing smoke-free zones will protect our outdoor spaces, trails and bay from unsightly litter, fire risks and annoying/dangerous second hand smoke and “vapor”. Pacific Grove Schools and Pacific Grove Police are aware of these issues and are launching a significant education program for students and parents. Creating a comprehensive and coordinated plan to address this problem will build on existing efforts and support the schools’ efforts.
OPTIONS
1) Provide alternate direction
2) Take no action

FISCAL IMPACT
No Fiscal impact for evaluating ordinances and recommending a course of action.

RESPECTFULLY SUBMITTED:       REVIEWED BY:

Cynthia Garfield
Councilmember

Ben Harvey
City Manager