



**ERRATA SHEET**

**TO:** HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** Sandra Kandell, City Clerk  
**MEETING DATE:** November 7, 2018  
**SUBJECT:** City Council Meeting Agenda- Errata Sheet

**Attached is additional information for your consideration at the November 7, 2018 City Council Meeting:**

Agenda Item	Information Provided/Corrected
2A	Handout in addition to presentation. <b>(See attached.)</b>
5A	Minutes of October 17, 2018, page 11 of packet – corrected name of general public speaker. <b>(See attached corrected page.)</b>
6C	Exhibit A inadvertently left out of Resolution. <b>(See attached.)</b>
6D	Revisions to the following pages of the Housing Rehabilitation Loan Program Guidelines:  p. 4 of Guidelines; p. 62 of agenda packet: “Examples of general property improvements include improvements that bring the property into compliance with local zoning requirements, fence repairs . . . .”  p. 13 of Guidelines; p. 71 of agenda packet: “Participants who wish to perform sweat equity must obtain approval from the general contractor and sign a written commitment . . . .” <b>(See attached revised pages.)</b>

RESPECTFULLY SUBMITTED:

Sandra Kandell, City Clerk

**City of Pacific Grove**  
**Activity Totals: 7/1/2018 - 10/31/2018**

Category	Activity	Hours	Volunteers	Average
City Hall - Special Projects	CEDD Digitization Project	2.75	1	2.75
	Student Art Exhibit	9.00	1	9.00
	<b>Category Total Hours</b>	<b>11.75</b>		
Hyperbaric Chamber	Administration	151.00	4	37.75
	Case	44.00	7	6.29
	Training	179.00	17	10.53
	<b>Category Total Hours</b>	<b>374.00</b>		
Pacific Grove Library	Outreach Volunteer	2.00	1	2.00
	Shelf Reader	81.25	5	16.25
	Shelving	608.75	28	21.74
	<b>Category Total Hours</b>	<b>692.00</b>		
Parks and Recreation	Lovers Point Jr. Pool Assistant	46.00	1	46.00
	Youth Center Jr. Volunteers	49.00	3	16.33
	<b>Category Total Hours</b>	<b>95.00</b>		
Point Pinos Lighthouse	Point Pinos Lighthouse Docent	675.00	31	21.77
	<b>Category Total Hours</b>	<b>675.00</b>		
Public Works	Cemetery	3.50	1	3.50
	Chautauqua Hall Weeding	40.00	13	3.08
	Civic Center Landscaping	14.00	2	7.00
	General Litter Pick-Up	5.50	1	5.50
	Holman Highway Litter Removal	3.50	1	3.50
	Landscape Assistant	18.00	1	18.00
	Lighthouse Median Clean up Event	24.00	8	3.00
	Lovers Point Landscaping	12.00	6	2.00
	Perkins Park	35.78	3	11.93
	PG Community Center	6.00	2	3.00
	Recreation Trail and Lovers Point Litter Removal	412.42	3	137.47
	Street Sign Cleaning	19.00	9	2.11
	Upper Congress Median and Greenbelt	12.50	1	12.50
	<b>Category Total Hours</b>	<b>606.20</b>		
<b>Total Hours</b>		<b>2453.95</b>		



**DRAFT MEETING MINUTES**  
**CITY OF PACIFIC GROVE**  
**CITY COUNCIL**  
**REGULAR MEETING**

Wednesday, October 17, 2018, 6:00 P.M.  
Council Chamber – City Hall – 300 Forest Avenue, Pacific Grove, CA

**CALL TO ORDER**

Mayor Kampe called the meeting to order at 6:00 p.m. Present: Mayor Kampe, Mayor Pro Tem Huitt, Councilmembers Cuneo, Fischer, Garfield, and Peake. Absent: Councilmember Smith.

**PLEDGE OF ALLEGIANCE**

Councilmember Garfield led the pledge of allegiance.

**1. APPROVAL OF AGENDA**

City Manager Ben Harvey requested that Item 2A. be retitled to “National Friends of Library Week”, Consent Agenda Items No. 6D and 8A, be moved to the Regular Agenda as Items 12A and 12B respectively, with the previous 12A and 12B becoming 12C and 12D. Upon motion by Councilmember Peake and seconded by Councilmember Cuneo, the City Council voted 6-0-1, Councilmember Smith absent, to approve the agenda as amended.

**2. PRESENTATIONS**

- A. Mayor’s Proclamation: National Friends of Library Week
- B. Monterey Regional Waste Management District Presentation

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

- A. Council and staff made general announcements.

**4. GENERAL PUBLIC COMMENT**

General public comment was received from Sally Moore, Jill Kleiss, Ashley Blacow, Katherine O’Dea, John Molten, and Susie ~~Gabri-Gaffrey~~.

**CONSENT AGENDA**

Action: Consent Agenda Item No. 6D was pulled and considered as new Regular Agenda Item 12A; Consent Agenda Item No. 8A was pulled and considered as new Regular Agenda Item 12B; previously noticed Regular Agenda Items 12A and 12B were changed to 12C and 12D, respectively.

Action: Upon motion of Councilmember Cuneo and seconded by Councilmember Fischer, the Council voted 6-0-1, Councilmember Smith absent, to approve the remainder of the Consent Agenda.

## EXHIBIT A

LAND USE DESIGNATION	TYP RATES	NORTH COUNTY	GREATER SALINAS	PENINSULA / SOUTH COAST	SOUTH COUNTY	FORA	INFILL RATES	NORTH COUNTY	GREATER SALINAS	PENINSULA / SOUTH COAST	SOUTH COUNTY	
<b>Residential Average (Dwelling Unit)</b>												
Single-Family	9.57	\$3,857	\$3,311	\$3,981	\$1,885	\$3,962	8.61	\$3,471	\$2,980	\$3,583	\$1,697	
Single-Family (Moderate Income)	7.47	\$3,010	\$2,585	\$3,108	\$1,472	\$3,093	6.72	\$2,709	\$2,326	\$2,797	\$1,324	
Single-Family (Low Income)	5.52	\$2,225	\$1,910	\$2,296	\$1,087	\$2,285	4.97	\$2,002	\$1,719	\$2,067	\$979	
Apartment	6.72	\$2,708	\$2,325	\$2,796	\$1,324	\$2,782	6.05	\$2,437	\$2,093	\$2,516	\$1,191	
Apartment (Moderate Income)	5.25	\$2,114	\$1,815	\$2,182	\$1,033	\$2,172	4.72	\$1,903	\$1,633	\$1,964	\$930	
Apartment (Low Income)	3.88	\$1,562	\$1,341	\$1,612	\$764	\$1,605	3.49	\$1,406	\$1,207	\$1,451	\$687	
Condo/Townhome	5.86	\$2,362	\$2,028	\$2,438	\$1,154	\$2,426	5.27	\$2,125	\$1,825	\$2,194	\$1,039	
Condo/Townhome (Moderate Income)	4.57	\$1,843	\$1,583	\$1,903	\$901	\$1,894	4.12	\$1,659	\$1,424	\$1,713	\$811	
Condo/Townhome (Low Income)	3.38	\$1,362	\$1,170	\$1,406	\$666	\$1,399	3.04	\$1,226	\$1,053	\$1,265	\$599	
Multi-Family / Auxiliary Unit	3.71	\$1,495	\$1,284	\$1,543	\$731	\$1,536	3.34	\$1,346	\$1,155	\$1,389	\$658	
Senior Housing	3.71	\$1,495	\$1,284	\$1,543	\$731	\$1,536	3.34	\$1,346	\$1,155	\$1,389	\$658	
<b>Retail (Square Feet)</b>	<b>44.32</b>	<b>\$5.46</b>	<b>\$4.69</b>	<b>\$5.64</b>	<b>\$2.67</b>	<b>\$5.61</b>	<b>37.672</b>	<b>\$4.640</b>	<b>\$3.984</b>	<b>\$4.790</b>	<b>\$2.269</b>	
Building Materials and Lumber Store	45.16	\$5.56	\$4.78	\$5.74	\$2.72	\$5.71	38.39	\$4.728	\$4.059	\$4.881	\$2.312	
Free-Standing Discount Superstore	49.21	\$6.06	\$5.20	\$6.26	\$2.96	\$6.23	41.83	\$5.152	\$4.424	\$5.318	\$2.519	
Specialty Retail Center	44.32	\$5.46	\$4.69	\$5.64	\$2.67	\$5.61	37.67	\$4.640	\$3.984	\$4.790	\$2.269	
Free-Standing Discount Store	56.02	\$6.90	\$5.92	\$7.12	\$3.37	\$7.09	47.62	\$5.865	\$5.036	\$6.054	\$2.868	
Day Care Center	79.26	\$9.76	\$8.38	\$10.08	\$4.77	\$10.03	67.37	\$8.298	\$7.125	\$8.566	\$4.057	
Hardware/Paint Store	51.29	\$6.32	\$5.42	\$6.52	\$3.09	\$6.49	43.60	\$5.370	\$4.610	\$5.543	\$2.625	
Nursery (Garden Center)	36.08	\$4.44	\$3.82	\$4.59	\$2.17	\$4.57	30.67	\$3.777	\$3.243	\$3.899	\$1.847	
Nursery (Wholesale)	39.00	\$4.80	\$4.12	\$4.96	\$2.35	\$4.93	33.15	\$4.083	\$3.506	\$4.215	\$1.996	
Shopping Center	42.94	\$5.29	\$4.54	\$5.46	\$2.59	\$5.43	36.50	\$4.496	\$3.860	\$4.641	\$2.198	
Factory Outlet Center	26.59	\$3.28	\$2.81	\$3.38	\$1.60	\$3.36	22.60	\$2.784	\$2.390	\$2.874	\$1.361	
New Car Sales	33.34	\$4.11	\$3.53	\$4.24	\$2.01	\$4.22	28.34	\$3.491	\$2.997	\$3.603	\$1.707	
Automobile Parts Sales	61.91	\$7.63	\$6.55	\$7.87	\$3.73	\$7.83	52.62	\$6.482	\$5.565	\$6.691	\$3.169	
Tire Store	24.87	\$3.06	\$2.63	\$3.16	\$1.50	\$3.15	21.14	\$2.604	\$2.236	\$2.688	\$1.273	
Tire Superstore	20.36	\$2.51	\$2.15	\$2.59	\$1.23	\$2.58	17.31	\$2.132	\$1.830	\$2.200	\$1.042	
Supermarket	102.24	\$12.59	\$10.81	\$13.00	\$6.16	\$12.94	86.90	\$10.704	\$9.190	\$11.049	\$5.233	
Discount Supermarket	96.82	\$11.93	\$10.24	\$12.31	\$5.83	\$12.25	82.30	\$10.137	\$8.703	\$10.464	\$4.956	
Discount Club	41.80	\$5.15	\$4.42	\$5.31	\$2.52	\$5.29	35.53	\$4.376	\$3.757	\$4.517	\$2.140	
Home Improvement Superstore	29.80	\$3.67	\$3.15	\$3.79	\$1.79	\$3.77	25.33	\$3.120	\$2.679	\$3.221	\$1.525	
Electronics Superstore	45.04	\$5.55	\$4.76	\$5.73	\$2.71	\$5.70	38.28	\$4.716	\$4.049	\$4.868	\$2.306	
Discount Home Furnishing	47.81	\$5.89	\$5.06	\$6.08	\$2.88	\$6.05	40.64	\$5.006	\$4.298	\$5.167	\$2.447	
Apparel Store	66.40	\$8.18	\$7.02	\$8.44	\$4.00	\$8.40	56.44	\$6.952	\$5.969	\$7.176	\$3.399	
Arts and Crafts Store	56.55	\$6.97	\$5.98	\$7.19	\$3.41	\$7.16	48.07	\$5.921	\$5.083	\$6.111	\$2.895	
Pharmacy/Drugstore (no Drive-Thru)	90.06	\$11.09	\$9.52	\$11.45	\$5.42	\$11.40	76.55	\$9.429	\$8.096	\$9.733	\$4.610	
Pharmacy/Drugstore (Drive-Thru)	88.16	\$10.86	\$9.32	\$11.21	\$5.31	\$11.16	74.94	\$9.230	\$7.925	\$9.528	\$4.513	
Furniture Store	5.06	\$0.62	\$0.54	\$0.64	\$0.30	\$0.64	4.30	\$0.530	\$0.455	\$0.547	\$0.259	
Quality Restaurant	89.95	\$11.08	\$9.51	\$11.44	\$5.42	\$11.38	76.46	\$9.42	\$8.09	\$9.72	\$4.60	
High Turnover (Sit-down) Restaurant	127.15	\$15.66	\$13.45	\$16.17	\$7.66	\$16.09	108.08	\$13.31	\$11.43	\$13.74	\$6.51	
Fast Food (Stand-Alone)	496.12	\$61.11	\$52.47	\$63.08	\$29.88	\$62.78	421.70	\$51.94	\$44.60	\$53.62	\$25.40	
Fast Food (w/ Non-Auto)	127.00	\$51.18	\$43.94	\$52.83	\$25.02	\$52.58	107.95	\$13.30	\$11.42	\$13.73	\$6.50	
Fast Food (Shopping Center Pad)	77.00	\$31.03	\$26.64	\$32.03	\$15.17	\$31.88	65.45	\$8.06	\$6.92	\$8.32	\$3.94	
Fast Food (Shopping Center w/ Non-Auto)	52.00	\$20.96	\$17.99	\$21.63	\$10.24	\$21.53	44.20	\$5.44	\$4.67	\$5.62	\$2.66	
<b>Office (Square Feet)</b>												
General Office	11.01	\$4.437	\$3.809	\$4.580	\$2.169	\$4.558	8.808	\$3.550	\$3.048	\$3.664	\$1.735	
Single Tenant Office Building	11.57	\$4.663	\$4.003	\$4.813	\$2.279	\$4.790	9.256	\$3.730	\$3.203	\$3.850	\$1.823	
Medical-Dental Office Building	36.13	\$14.560	\$12.501	\$15.030	\$7.118	\$14.958	28.904	\$11.648	\$10.001	\$12.024	\$5.694	
Office Park	11.42	\$4.602	\$3.951	\$4.751	\$2.250	\$4.728	9.136	\$3.682	\$3.161	\$3.801	\$1.800	
Business Park	12.76	\$5.142	\$4.415	\$5.308	\$2.514	\$5.283	10.208	\$4.114	\$3.532	\$4.247	\$2.011	
<b>Industrial / Agriculture (Square Feet)</b>												
Light Industrial	6.97	\$2.809	\$2.412	\$2.900	\$1.373	\$2.886	6.27	\$2.528	\$2.170	\$2.610	\$1.236	
Heavy Industrial	1.50	\$0.605	\$0.519	\$0.624	\$0.296	\$0.621	1.35	\$0.544	\$0.467	\$0.562	\$0.266	
Warehouse	4.96	\$1.999	\$1.716	\$2.063	\$0.977	\$2.053	4.46	\$1.799	\$1.545	\$1.857	\$0.879	
Manufacturing	3.82	\$1.539	\$1.322	\$1.589	\$0.753	\$1.581	3.44	\$1.386	\$1.190	\$1.430	\$0.677	
<b>Lodging (Room)</b>												
Hotel	8.17	\$3,293	\$2,827	\$3,399	\$1,609	\$3,382	6.9445	\$2,799	\$2,403	\$2,889	\$1,368	
Motel	5.63	\$2,269	\$1,948	\$2,342	\$1,109	\$2,331	4.7855	\$1,929	\$1,656	\$1,991	\$943	
<b>Fee per Trip</b>		<b>\$403</b>	<b>\$346</b>	<b>\$416</b>	<b>\$197</b>	<b>\$414</b>						



### **Property Improvements**

The goal of the City's rehabilitation program is to remove deficiencies, improve energy efficiency, remediate lead based paint, extend the useful life of the property and comply with any special design or construction standards established by the City to preserve historic buildings. All improvements must be physically attached to the property and permanent in nature. General property improvements should be limited to 15% of the rehabilitation loan amount. Luxury items are not permitted. If building materials that are normally considered "luxury items" are necessary due to a medical condition of a household member or for reasons of accessibility, the City may approve the use of such materials.

Examples of eligible improvements include foundation construction and repair, electrical repair or rewiring, plumbing repair, roof repair or replacement, heating system installation and repair, window and door replacement and repair, repair of structurally significant damaged wood, and floor coverings where it poses a hazard.

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Examples of non-eligible improvements include swimming pools, patios and patio covers, room additions that are for leisure, landscaping upgrades, hot-tubs, custom cabinets and high-end appliances.

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Examples of general property improvements include ~~items which comply~~ improvements that bring the property into compliance with local zoning requirements, fence repairs, exterior paint or items to improve the appearance of the property but are not health and safety items.

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### **Lead-Based Paint**

Program participants rehabilitating homes constructed prior to January 1, 1978 must be provided with the proper disclosure notification concerning lead-based paint (LBP) hazards. Whenever pre-1978 houses are rehabilitated under CDBG, please refer to Chapter 20 of the CDBG Management Manual, Lead-Based Paint Requirements for guidance. The costs associated with meeting these requirements are eligible to be paid for with CDBG funds, and should be considered during program design.

### **Manufactured Housing Unit/Mobile Home Rehabilitation**

CDBG funds may be used for the rehabilitation of a mobile home. An alternative to actual rehabilitation of a mobile home is to replace the unit with a used mobile home. To be considered eligible for rehabilitation costs, the used mobile home must have been occupied and not used as a demonstration model.

Should the residential dwelling or existing mobile home that is being considered for rehabilitation meet the criteria for reconstruction, discussed below, a new mobile home can be used for replacement. All costs associated with the purchase and





arbitration proceeding shall be entitled to recover from the other all attorneys' fees and costs of arbitration.

## **XII. CONTRACTING PROCEDURES**

1. All housing rehabilitation work must be carried out using the adopted Housing Rehabilitation Loan Program Guidelines.
2. The City will prepare, advertise the bid package and assist the homeowner in negotiating the contract.
3. The homeowner will select the contractor.
4. All general and sub-contractors must be checked and cleared with HUD'S federal debarred list of contractors.
5. All general and sub-contractors must be actively licensed and bonded with the State of California.
6. All general and sub-contractors must have public liability insurance to the City required limits, maintain Workers' Compensation and Employer Liability insurance to the extent required by State Law.
7. All general and sub-contractors must comply with CDBG federal and state regulations.
8. A Notice of Completion must be recorded with the County Recorder.

## **XIII. SWEAT EQUITY**

Participants who wish to perform sweat equity ~~and is approved must obtain approval by from the general contractor and will~~ sign a written commitment itemizing the work they will perform, a time schedule for completion and a dollar value of the contribution.

Owners that contribute sweat equity that involves painting will not participate in activities that include the abatement or mitigation of lead paint hazards without first being trained on Safe Work Practices as required by HUD and provide documentation of such in the project file.

## **XIV. AMENDMENTS**

Amendments to these Guidelines may be made by the City and submitted to HCD for approval.

## **XV. EXCEPTIONS/PROCEDURES FOR EXCEPTIONAL**