



# CITY OF CARMEL-BY-THE-SEA

## CITY COUNCIL AGENDA

Contact: 831.620.2000 [www.ci.carmel.ca.us](http://www.ci.carmel.ca.us)

Mayor Dale Byrne  
Councilmembers Jeff Baron, Hans Buder, Bob Delves, and  
Alissandra Dramov

All meetings are held in the City Council Chambers  
East Side of Monte Verde Street  
Between Ocean and 7th Avenues

### Special Meeting Monday, February 2, 2026

3:00 PM

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#### HYBRID MEETING ATTENDANCE OPTIONS

This meeting will be held in person and via teleconference ("hybrid"). The public is welcome to attend the meeting in person or remotely via Zoom, however, the meeting will proceed as normal even if there are technical difficulties accessing Zoom. The City will do its best to resolve any technical issues as quickly as possible. To view or listen to the meeting from home, you may also watch the live stream on the City's YouTube page at: <https://www.youtube.com/@CityofCarmelbytheSea/streams>. To participate in the meeting via Zoom, copy and paste the link below into your browser.

<https://ci-carmel-ca-us.zoom.us/j/88134597723>

Webinar ID: 881 3459 7723

Passcode: 954379

Dial in: (253) 215-8782

#### HOW TO OFFER PUBLIC COMMENT

The public may give public comment at this meeting in person, or use the Zoom teleconference module, provided that there is access to Zoom during the meeting. Zoom comments will be taken after the in-person comments. The public can also email comments to [cityclerk@ci.carmel.ca.us](mailto:cityclerk@ci.carmel.ca.us). Comments must be received at least 2 hours before the meeting in order to be provided to the legislative body. Comments received after that time and up to the beginning of the meeting will be made part of the record.

#### PUBLIC COMMENT GUIDELINES FOR SPECIAL MEETINGS

During Special City Council Meetings, public comments are permitted on items listed on the agenda. After each item on the agenda is introduced, the Mayor will invite public comment on that item. Each speaker has 3 minutes to speak unless otherwise adjusted by the Mayor. While stating your name is optional, it helps to identify speakers in the meeting minutes. Remote or in-person participants who do not comply with the requirements of the Brown Act will be muted.

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#### CALL TO ORDER AND ROLL CALL

#### CONSENT AGENDA

Items on the consent agenda are routine in nature and do not require discussion or independent action. Members of the Council or the public may ask that any items be considered individually for Council discussion and/or for public comment. Unless that is done, one motion may be used to adopt all recommended actions.

- 1) January 12, 2026, Special Meeting Minutes, and January 13, 2026, Regular Meeting Minutes
- 2) December 2025 Check Register Summary
- 3) December 2025 Monthly Reports
- 4) Resolution 2026-009 authorizing a free use day of the authorizing a free use day of the Sunset Center for a Garden Club of America Lecture and Book Signing event in the Sunset Center Lobby on March 12, 2026
- 5) Resolution 2026-010, authorizing the serving of alcohol on public property for Carmel Culinary Week, June 5-13, 2026
- 6) Resolution 2026-011 authorizing the consumption of alcohol at the Farmers' Market Third Thursday events in 2026
- 7) Resolution 2026-012, authorizing the serving of alcohol on public property, and the erection of tents on public property for the Carmel Art Festival, May 15-17, 2026

## **ORDERS OF BUSINESS**

Orders of Business are agenda items that require City Council discussion, debate, direction to staff, and/or action.

- 8) Resolution 2026-013 Adopting a Policy on the Distribution of Tickets and Passes  
*(Estimated time 20 minutes)*
- 9) Update on AB413 (Daylighting Law), and Discussion Regarding Downtown Speed Limits and Request for Direction to the City Administrator on Whether to Retain a Traffic Engineer to Conduct a Traffic Study *(Estimated time - 40 min)*

## **ADJOURNMENT**

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This agenda was posted at City Hall, Monte Verde Street between Ocean Avenue and 7th Avenue, Harrison Memorial Library, located on the NE corner of Ocean Avenue and Lincoln Street, the Carmel-by-the-Sea Post Office, 5th Avenue between Dolores Street and San Carlos Street, and the City's webpage (<http://www.ci.carmel.ca.us>) in accordance with applicable legal requirements.

## **CORRESPONDENCE RECEIVED AFTER THE POSTING OF THE AGENDA**

Any correspondence or supplemental materials related to items on this agenda that are received after the agenda has been posted will be distributed to the City Council and made available for public review at City Hall (Monte Verde Street between Ocean and Seventh Avenues) during regular business hours. Written comments emailed to the City Clerk will not be read aloud, but will be posted online with the related agenda at: <https://carmelbytheseaca.portal.civicclerk.com/>.

## **SPECIAL NOTICES TO PUBLIC**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 831-620-2000 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting (28CFR 35.102-35.104 ADA Title II).



**CITY OF CARMEL-BY-THE-SEA**  
**City Council**  
**Staff Report**

**February 2, 2026**  
**CONSENT AGENDA**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Nova Romero, City Clerk

**APPROVED BY:** Brandon Swanson, Acting City Administrator

**SUBJECT:** January 12, 2026, Special Meeting Minutes, and January 13, 2026, Regular Meeting Minutes

**RECOMMENDATION:**

Approve Draft Minutes.

**BACKGROUND / SUMMARY:**

The City Council routinely approves minutes of its meetings.

**FISCAL IMPACT:**

None.

**PRIOR CITY COUNCIL ACTION:**

None.

**ATTACHMENTS:**

1. January 12, 2026, Special Meeting minutes
2. January 12, 2026, Regular Meeting Minutes

**CITY OF CARMEL-BY-THE-SEA  
CITY COUNCIL**

**SPECIAL MEETING MINUTES**

**Monday, January 12, 2026**

**CALL TO ORDER AND ROLL CALL**

Mayor Byrne called the meeting to order in the Council Chambers at 3:00 p.m.

Roll call: Councilmembers Jeff Baron, Hans Buder, Alissandra Dramov, Mayor Pro Tem Delves, and Mayor Dale Byrne were present.

**CONSENT AGENDA**

Public comment: None

**Motion by Mayor Pro Tem Delves to approve consent agenda items #1-6, seconded by Councilmember Dramov and passed 5-0-0-0 by the following roll call vote:**

**AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne**

**NOES: None**

**ABSENT: None**

**ABSTAIN: None**

**Item 1** - December 1, 2025, SpecDecember 1, 2025, Special Meeting Minutes, and December 2, 2025, Regular Meeting Minutes - ***Approved 5-0-0-0***

**Item 2** - November 2025 Monthly Reports - ***Approved 5-0-0-0***

**Item 3** - November 2025 Check Register Summary - ***Approved 5-0-0-0***

**Item 4** - Resolution 2026-001 authorizing a free use day of the Sunset Center Theater for the Carmel Public Library Foundation's Annual Fundraising Benefit on Tuesday, April 28, 2026 - ***Approved 5-0-0-0***

**Item 5** - Resolution 2026-002 adopting the Fiscal Year 2026-2027 budget schedule - ***Approved 5-0-0-0***

**Item 6** - Resolution 2026-005, authorizing the City Administrator to execute a contract with Tombleson Incorporated in the amount of \$90,683 for the Forest Theater Stage Repairs Project, plus a 15% contingency (\$13,602), for a total Not-To-Exceed amount of \$104,285 - ***Approved 5-0-0-0***



## **ORDERS OF BUSINESS**

### **Item 7 - Appoint the Mayor Pro Tempore for 2026**

Mayor Byrne appointed Councilmember Delves as the Mayor Pro Tempore for 2026.

### **Item 8 - Presentation Regarding Pension Liability and Section 115 Trust Overview**

Dan Matusiewicz gave a presentation regarding the City's Pension Liability and Section 115 Trust.

Public Comment:

Nancy Twomey

Councilmembers asked questions and provided comments. Councilmember Baron requested additional information showing year-to-year balances of the Section 115 Trust and suggested the Council discuss the item further at a future meeting. No action was taken.

### **Item 9 - Receive the First Tri-Annual Budget Report for Fiscal Year 2025- 2026**

Finance Director Jayme Fields presented the first tri-annual update on the FY 2025-2026 budget (July 1 – October 31, 2025). Finance Director Jayme Fields reported that the budget is healthy, on track, and that no adjustments are recommended at this time. Public Works Director Ken Wysocki also provided an update on FY 2025–2026 Capital Improvement Program (CIP) projects.

Councilmember Buder summarized the work of the Financial Stewardship Ad Hoc Committee, including improvements to financial reporting, better CIP tracking, development of an online financial dashboard, discussion of unfunded pension liability, consolidation of reserves, and implementation of a financial policy dedicating 10% of revenues to capital projects. Mayor Pro Tem Delves outlined future focus areas of the Ad Hoc, including deferred maintenance, operational efficiencies, revenue options, potential budget cycle changes, performance metrics, and enhanced reporting.

Councilmembers expressed concern regarding the timeline for certain CIP projects, including the 10th and 12th Street stairways and the sand ramp project. Staff explained that project timelines have been affected by staffing limitations, the complexity of technical studies, and the need to pursue longer-term solutions. Staff noted that some CIP projects were initially underestimated and underfunded, contributing to delays, and discussed potential staffing and organizational adjustments to improve project delivery.

Public comment:

Jim Beck  
Maria Ruess

Council thanked staff for the clarity and transparency of the budget and CIP presentations, expressed confidence in staff's progress, and acknowledged ongoing challenges related to unfunded liabilities and Public Works staffing capacity. Council also discussed the importance of early consideration of potential future revenue options, including a Transient Occupancy Tax ballot measure discussion on a future agenda so there is enough time to prepare.

## **RECESS**

Council took a recess at 5:22 pm and returned at 5:30 pm.

**Item 10** - Resolution 2026-004, authorizing the City Administrator to execute a contract with Color New Corp in the amount of \$188,000 for the Sunset Center Phase II Painting Project, plus a 15% contingency (\$28,200), for a total Not-To-Exceed amount of \$216,200

Project Manager Tom Ford gave a presentation on the item and answered questions from Council.

Public comment: None

**Motion by Mayor Pro Tem Delves to adopt Resolution 2026-004, authorizing a contract with Color New Corp for a total not to exceed amount of \$216,200 for the Sunset Center Phase II Painting Project, seconded by Councilmember Dramov, and passed 5-0-0-0 by the following roll call vote:**

**AYES:** Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**Item 11** - Adopt Resolution 2026-006 authorizing the City Administrator to spend up to \$150,000 for the purchase of a replacement ambulance

Acting Assistant City Administrator Marisa Bermudez presented the item and answered questions from Council. She explained that the purchase cost would be partially offset by the sale of two older ambulances and that the funds would be used to purchase a used or smaller Type 3 ambulance to supplement the new Type 1 ambulance already approved and expected to arrive in April. She also confirmed that the Type 3 ambulance would be fully equipped with necessary lifesaving equipment.

Public comment:  
Cindy Lloyd

**Motion by Councilmember Baron to adopt Resolution 2026-006 authorizing the City Administrator to spend up to \$150,000 for a new ambulance, seconded by Councilmember Buder, and passed 5-0-0-0 by the following roll call vote:**

**AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne**

**NOES: None**

**ABSENT: None**

**ABSTAIN: None**

**Item 12 - Authorize the Mayor and the City Administrator to Sign a Letter of Support to Remove the State Water Resources Control Board Moratorium on Water Meter Installation**

Acting City Administrator Swanson gave a brief summary of the item.

Public comment:

Nancy Twomey

**Motion by Councilmember Baron to authorize the Mayor and the City Administrator to sign a letter of support to remove the State Water Resources Control Board Moratorium on Water Meter Installation, seconded by Councilmember Buder and passed 5-0-0-0 by the following roll call vote:**

**AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne**

**NOES: None**

**ABSENT: None**

**ABSTAIN: None**

**Item 13 - Resolution 2026-003 making two (2) appointments to the Harrison Memorial Library (HML) Board of Trustees**

Mayor Byrne presented the item and recommended two candidates for appointment to the Library Board to fill two vacant seats and restore the Board to a full five-member body.

Public comment:

Cindy Lloyd

Joe DiNucci

Councilmembers Baron, Dramov, and Buder discussed the qualifications of the applicants, including former Trustee John Krisher, and expressed differing views regarding the proposed appointments. Council reached a consensus on one of the recommended candidates, resulting in a motion that amended the Resolution presented.

**Motion by Mayor Pro Tem Delves to revise the Resolution, to appoint one of the nominees, Joe DiNucci, to the HML Library Board, and to adopt the revised Resolution 2026-003, seconded by Councilmember Dramov, and passed 5-0-0-0 by the following roll call vote:**

**AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne**

**NOES: None**

**ABSENT: None**

**ABSTAIN: None**

## **RECESS**

Council took a recess at 6:11 pm and returned at 6:20 p.m.

## **Item 14 - Discussion and Direction Regarding City Council Ad Hoc and Steering Committees**

Mayor Byrne presented an overview of the item and his recommendations regarding the City Council's Ad Hoc Committees, and City Steering Committees.

Public Comment:

Nancy Twomey

Tim Twomey

Maria Ruess

Councilmembers discussed the structure, purpose, and composition of the Council ad hoc committees, including distinctions between ad hoc, standing, and steering committees, and the importance of clarity regarding Council appointments, staff participation, and public membership. Council emphasized the need to avoid overlapping roles and to ensure committees are appropriately structured and time-limited.

Council reviewed each existing ad hoc and committee and provided consensus direction as follows:

- **Financial Stewardship Ad Hoc:** Continue as an ad hoc committee for the current budget cycle, and schedule a future discussion and resolution to formally establish a Financial Stewardship Standing Committee following completion of the budget process.
- **Library Centennial Restoration Project Committee:** Maintain the committee as structured in the existing MOU between the City and the Carmel Public Library Foundation. Direct staff to review the MOU.
- **Parking Solutions Ad Hoc:** Sunset; topic will be discussed at the Priorities Workshop.
- **Pickleball Research Ad Hoc:** Never was formally established; sunset.

- **Public Works and Police Building Project Ad Hoc:** Sunset. Direct staff to return at a future meeting to appoint two Councilmembers to work with staff on formation of an RFP review committee.
- **Strategic Priorities Organization Ad Hoc:** Sunset. Direct staff to discuss at the upcoming Strategic Priorities Workshop if needed.
- **Street Address Working Group:** Sunset, as its work has been completed and the project is now in staff's hands.
- **Wildfire Preparedness Committee:** Continue as currently structured, with direction to revisit in approximately six months.
- **Design Traditions 1.5 Steering Committee:** Scheduled for discussed at the January 13, 2026, meeting.
- **Carmel Urban Forest Master Plan Steering Committee:** Continue as currently structured.
- **AHA Group:** Continue discussion at a future meeting. Council directed staff to explore limiting staff participation, and to return with options for a potential housing commission following consideration of the Housing Element amendment.
- **Climate Committee:** Keep the Committee, with further discussion regarding membership, scope, and objectives. Climate Committee will be revisited at the Strategic Priorities Workshop, and a future new resolution may be required to address committee composition.

Councilmembers also discussed broader organizational concepts, including potential future restructuring of advisory bodies, for consideration at a later date.

## ADJOURNMENT

Meeting adjourned at 7:59 pm.

APPROVED:

ATTEST:

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Dale Byrne, Mayor

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Nova Romero, MMC, City Clerk

**CITY OF CARMEL-BY-THE-SEA  
CITY COUNCIL**

**REGULAR MEETING MINUTES**

**Tuesday, January 13, 2026**

**CALL TO ORDER AND ROLL CALL**

Mayor Byrne called the meeting to order in the Council Chambers at 4:30 p.m.

Roll call: Councilmembers Jeff Baron, Hans Buder, Alissandra Dramov, Mayor Pro Tem Delves, and Mayor Dale Byrne were present.

**PLEDGE OF ALLEGIANCE**

Acting City Administrator Brandon Swanson led the pledge of allegiance.

**EXTRAORDINARY BUSINESS**

- Carmel High School Report Out - Drew Galy, CHS ASB President, provided a report on last month's high school events, sports, and programs to Council.
- Nonprofit Spotlight: Carmel Art Association - Joaquin Taylor presented an overview of the Carmel Art Association, its history, and recent challenges with the construction next to their building.

**PUBLIC APPEARANCES**

Linda Califiore  
Cindy Lloyd  
Donna Jett  
Theresa Buccola  
Vinz Koller

**ANNOUNCEMENTS**

**Acting City Administrator:** thanked City staff, Public Safety, Public Works, CERT and VIPS volunteers, the Carmel Foundation, and the Carmel Youth Center for their coordinated response during the December storms, noting that it demonstrated strong community collaboration.

**City Attorney:** no reports.

**Councilmember Announcements:**

Councilmembers expressed appreciation to City staff, volunteers, and community partners for storm response efforts, including staffing warming and charging centers and conducting welfare

checks during the holiday period.

Mayor Pro Tem Delves announced that the draft street address map is available on the City's website with a disclaimer noting addresses are not yet adopted, and that a public open house will be held on January 23, 2026.

Councilmember Baron commended Administrative Analyst Emily Garay for her work on the interactive draft street address maps.

## CONSENT AGENDA

Public comment: none

**Motion by Councilmember Baron to approve consent agenda items #1-2, seconded by Councilmember Buder, and passed 5-0-0-0 by the following roll call vote:**

**AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne**

**NOES: None**

**ABSENT: None**

**ABSTAIN: None**

**Item 1** - Second Reading and Adoption of Ordinance 2025-005 Adding Chapter 12.50 to the City Municipal Code Prohibiting Playing Pickleball and Other Paddle Sports in Forest Hill Park; and consideration of related CEQA exemptions (i.e., Common Sense Exemption [CEQA Guidelines § 15061(b)(3)] and Class 1 Existing Facilities Categorical Exemption [CEQA Guidelines § 15301])  
- ***Approved 5-0-0-0***

**Item 2** - Second reading and Adoption of Ordinance 2025-006 amending City of Carmel-by-the-Sea Municipal Code Section 15.55.100 for address identification pursuant to the California Building Standards Codes - ***Approved 5-0-0-0***

## PUBLIC HEARINGS

**Item 3** - First reading and Introduction of Ordinance No. 2026-001 amending Carmel-by-the-Sea Municipal Code Title 15 (Buildings and Construction) by adopting the 2025 editions of the California Administrative Code, California Building Code (CBC) and appendices, California Residential Code CRC), California Energy Code (CEnC), California Fire Code (CFC), California Mechanical Code (CMC), California Plumbing Code (CPC), California Electrical Code (CEC), California Green Building Standards Code (CGBSC), Historic Building Code (HBC), Existing Building Code (EBC) and Wildland-Urban Interface Code (WUI) and 2024 International Property Maintenance Codes (IPMC) with local amendments

City Building Official Jermel Laurie presented the item and summarized key changes in the Code updates. City Attorney Pierik noted an administrative clarification would be required at second reading to reconcile recently adopted address identification code amendments. Council requested that this clarification be clearly identified in the staff report for the second reading.

Public Comment:  
None

Council discussed Wildland-Urban Interface (WUI) provisions and potential future refinements. Staff advised the Ordinance could be adopted as presented, with further recommendations to return from the Wildfire Preparedness Ad Hoc Committee.

City Attorney Pierik read the title of the Ordinance.

**Motion by Councilmember Baron, to waive full reading, and introduce Ordinance. No. 2026-001, and pass to a second reading next month, with the administrative changes as explained by the City Attorney, seconded by Councilmember Buder and passed 5-0-0-0 by the following roll call vote:**

**AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne**

**NOES: None**

**ABSENT: None**

**ABSTAIN: None**

Acting City Administrator Swanson thanked and welcomed Fire Chief Patick Moore.

## **ORDERS OF BUSINESS**

**Item 4** - Resolution 2026-007 adopting a Memorandum of Understanding (MOU) between the City of Carmel-by-the-Sea and the Carmel Police Officers Association (POA) for the period of July 1, 2025 through June 30, 2027 authorizing the City Administrator to execute the MOU, and adopting the classifications salary plan

Acting Assistant City Administrator Marisa Bermudez presented proposed MOU. Council discussed staffing levels and parking enforcement coverage.

Public comment:  
None

Council thanked staff for negotiating the agreement and noted the importance of adequate staffing to reduce overtime and burnout.

**Motion by Mayor Pro Tem Delves to adopt Resolution 2026-007 adopting an MOU between the City and Carmel Police Officers Association for the period July 1, 2025 through June**



**30, 2027, and adopting the classifications salary plan, seconded by Councilmember Dramov, and passed 5-0-0-0 by the following roll call vote:**

**AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne**

**NOES: None**

**ABSENT: None**

**ABSTAIN: None**

## **RECESS**

Council took a recess at 5:50 p.m. and returned at 6:02 p.m.

**Item 5** - Consider adoption of Resolution 2026-008 adopting a Roofing Materials Policy regarding roofing materials, including but not limited to metal roofs

Associate Planner Jake Olander presented the proposed Roofing Materials Policy intended to expand allowable roofing materials, improve fire safety options, and streamline administrative approval for certain reroofing projects, while reserving Planning Commission review for non-conforming proposals. Staff explained that the policy builds on the City's existing alternate roofing materials guidance and reflects input from the Planning Commission and the Design Traditions Steering Committee. He brought in roof sample materials for Council and public to view during a break before discussion.

## **RECESS**

Council took a recess at 6:15 p.m. and resumed the meeting at 6:30 p.m.

Councilmembers asked questions regarding the purpose and scope of the policy, including whether it was intended primarily to define allowable materials or to clarify approval authority between administrative review and Planning Commission review. Council also discussed how the proposed policy interacts with existing Municipal Code provisions and Design Guidelines, and whether adoption of the policy would establish substantive standards or a review process.

Public comment:

Jill Petker

Karen Ferlito

Nancy Twomey

Maria Ruess

Erik Dyar

Councilmembers expressed concerns regarding the proposed color palette, noting that several colors labeled as "earth tones" did not appear consistent with traditional roof materials or community character. Councilmember Buder raised concerns about the lack of clear guidance for applicants regarding which materials and colors would be administratively approvable, and questioned whether the policy provided sufficient clarity to avoid inconsistent interpretation.

Councilmember Baron raised concerns regarding the inclusion of certain roofing materials and the appropriateness of City Council findings in the accompanying resolution.

Staff acknowledged the concerns and proposed revisions, including refining the color palette, adding clearer “safe harbor” guidance identifying materials eligible for administrative approval, clarifying the policy’s purpose and scope, and revising the resolution language accordingly. Staff also recommended returning the revised policy to the Planning Commission for review prior to bringing it back to the City Council.

Council gave consensus direction for staff to provide additional staff support over the next month to refine the policy, request Planning Commission feedback on preferred guideline versions, and return to Council with next steps.

### **RECESS**

Council took a recess at 7:40 pm and returned at 8:10 pm.

**Item 6** - Receive an update on the Design Traditions 1.5 Project, and provide feedback and direction to staff

Acting City Administrator Swanson provided an update on the Design Traditions 1.5 project, including background on the development of the guidelines and the current draft prepared by the Design Traditions Steering Committee. He requested Council feedback regarding the usability, organization, completeness, and next steps for advancing the project.

Public comment:

Nancy Twomey

Linda Califore

Jill Petker

Erik Dyar

Mel Ahlborn

Victoria Beach

Mayor Pro Tem Delves emphasized the importance and function of the Design Guidelines for Planning Commission reviews and as a resource for applicants, homeowners, designers, and contractors. He favored the prior draft prepared by consultant Nore Winter and stressed the necessity of Planning Commission involvement and agreement, as they are key to implementation.

Councilmember Dramov acknowledged the Steering Committee draft's value in providing historical context and guiding principles but expressed concerns about its length, organization, and user-friendliness. Councilmembers Buder and Dramov highlighted outstanding issues requiring attention in the guidelines, including fire safety, accessory dwelling units, roof and fencing materials, and recent policy changes like street address numbering. Councilmember Buder proposed setting a firm deadline for the Steering Committee's draft, after which Staff could finalize the document for Planning Commission review and City Council approval.

Councilmember Baron expressed disappointment that the project has taken four years. He called for clearer project management, a defined scope, increased staffing support, and a realistic timeline for completion. He favored disbanding the Steering Committee, having Staff finish their preferred version of the guidelines, implementing project check-ins with the Council, and providing the document to the Planning Commission for final City Council approval by October.

Mayor Byrne agreed on the need for more project checkpoints and a dedicated project manager to keep the work on track. He said that whichever draft is selected to move forward, Nore Winter's or the Steering Committee's, it's clear that the guidelines must be practical, user-friendly, and consistent with the Municipal Code while maintaining design review flexibility.

Council reached a consensus to direct Staff to take the following actions:

1. Surge Staffing Support toward the Design Traditions 1.5 project over the next month.
2. Solicit Feedback from the Planning Commission regarding their preferred guideline structure and content.
3. Return to the City Council with recommendations for next steps and a proposed path forward.

#### **FUTURE AGENDA ITEMS**

None

#### **ADJOURNMENT**

Meeting adjourned at 10:02 pm

APPROVED:

ATTEST:

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Dale Byrne, Mayor

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Nova Romero, MMC, City Clerk



**CITY OF CARMEL-BY-THE-SEA**  
**City Council**  
**Staff Report**

**February 2, 2026**  
**CONSENT AGENDA**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Jane Hogan, Accountant

**APPROVED BY:** Brandon Swanson, Acting City Administrator

**SUBJECT:** December 2025 Check Register Summary

**RECOMMENDATION:**

Approve the check register for December 2025

**BACKGROUND / SUMMARY:**

The check register is a financial report generated from the City's financial system (**Attachment 1**). It categorizes checks by the responsible department or function, providing essential information such as the check number, vendor name, purchase description, check issue date, and the check amount.

Per the California Supreme Court's decision in the case of Los Angeles County Board of Supervisors v. Superior Court (Dec. 29, 2016) (2016 WL 7473802), the check register excludes the specific invoice payments for legal services incurred for pending and active investigations, pending and active litigation, as well as recently concluded matters. The Supreme Court has ruled that these specific invoices are protected under attorney-client privilege and therefore are not subject to disclosure under the Public Records Act.

The check register provides valuable insights into the City's financial transactions, ensuring transparency and accountability in our financial operations. The exclusion of certain legal services payments adheres to the California Supreme Court's guidelines, safeguarding attorney-client privilege. The contract balance information further enhances our financial transparency.

**FISCAL IMPACT:**

The check register summary for December 2025 totals \$1,071,225.65.

**PRIOR CITY COUNCIL ACTION:**

Council ratified the November 2025 check register at the January 12, 2025 special council meeting.

**ATTACHMENTS:**

1. December 2025 Check Register

# December 2025 Check Register

| Check No.                                                | Vendor/Employee                      | Transaction Description                                          | Date       | Amount     |
|----------------------------------------------------------|--------------------------------------|------------------------------------------------------------------|------------|------------|
| <b>Department: 000</b>                                   |                                      |                                                                  |            |            |
| 56832                                                    | Mayon Capital, Inc                   | AR monthly repayment                                             | 12/05/2025 | -500.00    |
| 56850                                                    | Visit Carmel                         | CRID Jul-Sep 2025 contributions                                  | 12/05/2025 | 105,750.14 |
| 56860                                                    | County of Monterey-Treasury Division | Citation revenue Nov 2025                                        | 12/12/2025 | 4,312.50   |
| Total for Department: 000                                |                                      |                                                                  |            | 109,562.64 |
| <b>Department: 110 City Council</b>                      |                                      |                                                                  |            |            |
| 56810                                                    | Carmel Chamber of Commerce           | Carmel Chamber of Commerce                                       | 12/05/2025 | 445.00     |
| 56832                                                    | Mayon Capital, Inc                   | Mail delivery service                                            | 12/05/2025 | 5,500.00   |
| 56835                                                    | Office Depot, Inc.                   | Admin General Office Supplies                                    | 12/05/2025 | 40.07      |
| 56891                                                    | Carmel Woman's Club                  | Non refundable cleaning deposit for club rental Jan 22, 2026     | 12/22/2025 | 200.00     |
| Total for Department: 110 City Council                   |                                      |                                                                  |            | 6,185.07   |
| <b>Department: 111 City Administration</b>               |                                      |                                                                  |            |            |
| 56790                                                    | City of Del Rey Oaks                 | MBANG Retirement lunch:Rerig,Swanson,Bermudez 12/4/2025          | 12/03/2025 | 150.00     |
| 56799                                                    | Amazon Web Services Inc              | AWS Cloud Services                                               | 12/05/2025 | 451.31     |
| 56801                                                    | Anna Aubuchon                        | 15 Year Award                                                    | 12/05/2025 | 150.00     |
| 56811                                                    | Carmel Pine Cone                     | Legal noticing                                                   | 12/05/2025 | 1,257.75   |
| 56812                                                    | Cindi Mitchell                       | 30 Year Award                                                    | 12/05/2025 | 400.00     |
| 56814                                                    | Cogix Corporation                    | Form View Hosting fees and misc services                         | 12/05/2025 | 687.25     |
| 56815                                                    | Comcast                              | Cable service PD 11/14/2025                                      | 12/05/2025 | 351.50     |
| 56822                                                    | Gustavo Garibay                      | 30 Year Award                                                    | 12/05/2025 | 400.00     |
| 56824                                                    | IAMP Pro Audio/Anthony J. Nocita     | Set-up, live production, associated support of city meetings and | 12/05/2025 | 3,251.25   |
| 56825                                                    | Iron Mountain                        | Records management                                               | 12/05/2025 | 421.12     |
| 56826                                                    | Petty Cash                           | Michaels: Christmas supplies                                     | 12/05/2025 | 60.81      |
| 56826                                                    | Petty Cash                           | Monterey County Court House fees                                 | 12/05/2025 | 6.00       |
| 56826                                                    | Petty Cash                           | Lafayette Bakery: HR Panel lunch                                 | 12/05/2025 | 36.00      |
| 56826                                                    | Petty Cash                           | Starbucks: HR Panel breakfast                                    | 12/05/2025 | 32.15      |
| 56826                                                    | Petty Cash                           | Staples: office supplies                                         | 12/05/2025 | 21.54      |
| 56828                                                    | Joe Martis                           | 10 Year Award                                                    | 12/05/2025 | 100.00     |
| 56829                                                    | Joel Staker                          | 10 Year Award                                                    | 12/05/2025 | 100.00     |
| 56830                                                    | Leslie Fenton                        | 30 Year Award                                                    | 12/05/2025 | 400.00     |
| 56842                                                    | Regional Government Services         | Payroll services                                                 | 12/05/2025 | 7,632.90   |
| 56843                                                    | Robert Culver                        | 30 Year Award                                                    | 12/05/2025 | 400.00     |
| 56849                                                    | Universal Staffing Inc               | Temporary staffing services-V. Rodrigues-Gorn                    | 12/05/2025 | 7,299.20   |
| 56851                                                    | Yvette Culver                        | 10 Year Award                                                    | 12/05/2025 | 100.00     |
| 56857                                                    | Carmel Pine Cone                     | Legal noticing                                                   | 12/12/2025 | 2,330.63   |
| 56864                                                    | DocuSign, Inc LOCKBOX                | Docusign                                                         | 12/12/2025 | 1,698.39   |
| 56867                                                    | Flaherty's Seafood Grill             | IT Training - lunch 45 people                                    | 12/12/2025 | 1,892.76   |
| 56876                                                    | Potter's Electronics                 | IT parts                                                         | 12/12/2025 | 23.48      |
| 56878                                                    | Universal Staffing Inc               | Temporary staffing services-V Gorn                               | 12/12/2025 | 3,585.60   |
| 56883                                                    | Amazon Capitol Services              | Admin Dept: Key Lock Box                                         | 12/22/2025 | 39.31      |
| 56884                                                    | AT&T                                 | Telephone service citywide                                       | 12/22/2025 | 447.42     |
| 56893                                                    | Christopher Barnickel                | Reimburse for travel expenses-interview panel member             | 12/22/2025 | 414.20     |
| 56898                                                    | Comcast Business                     | NonNGEN internet and recurring charges                           | 12/22/2025 | 644.40     |
| 56899                                                    | Complete Paperless Solutions         | Laserfiche Cloud Subscription - 1 year Muni Site License         | 12/22/2025 | 3,415.00   |
| 56910                                                    | Grasings Restaurant                  | Holiday lunch catering 12.17.2025                                | 12/22/2025 | 4,674.53   |
| 56914                                                    | IAMP Pro Audio/Anthony J. Nocita     | Set-up, live production, associated support of city meetings and | 12/22/2025 | 3,357.50   |
| 56931                                                    | Pitney Bowes Inc                     | Postage meter lease                                              | 12/22/2025 | 458.81     |
| 56933                                                    | Regional Government Services         | Payroll services                                                 | 12/22/2025 | 6,758.59   |
| 56939                                                    | SHI International Corp               | PFPT Essentials bundle and support                               | 12/22/2025 | 3,973.05   |
| 56941                                                    | The VirtualGovCFO LLC                | Power Desktop Model - Build SB reports for export                | 12/22/2025 | 3,000.00   |
| 56945                                                    | Universal Staffing Inc               | Temporary staffing services-V Gorn                               | 12/22/2025 | 3,984.00   |
| Total for Department: 111 City Administration            |                                      |                                                                  |            | 64,406.45  |
| <b>Department: 112 City Attorney</b>                     |                                      |                                                                  |            |            |
| 56807                                                    | Burke,Williams & Sorensen, LLP       | City Attorney services- Personnel                                | 12/05/2025 | 34,538.00  |
| 56854                                                    | Best Best & Krieger, Attorney At Law | Legal fees:Telecommunications issue, Verizon litigation          | 12/12/2025 | 5,543.00   |
| 56886                                                    | Best Best & Krieger, Attorney At Law | Legal fees:Telecommunications issue, Verizon litigation          | 12/22/2025 | 3,000.00   |
| 56889                                                    | Burke,Williams & Sorensen, LLP       | City Attorney services-Personnel                                 | 12/22/2025 | 16,619.44  |
| Total for Department: 112 City Attorney                  |                                      |                                                                  |            | 59,700.44  |
| <b>Department: 115 Community Planning &amp; Building</b> |                                      |                                                                  |            |            |
| 56808                                                    | CA Secretary of State                | Notary Application Fee - Shelby Gorman #9211                     | 12/05/2025 | 40.00      |

|       |                                        |                                                   |            |        |
|-------|----------------------------------------|---------------------------------------------------|------------|--------|
| 56865 | Engineered Fire Systems                | Plan Review - November 2025                       | 12/12/2025 | 607.50 |
| 56866 | Federicos Embroidery                   | CP&B Supplies - Erin Lewis                        | 12/12/2025 | 243.98 |
| 56871 | Minuteman Press                        | 500 Business Cards - Erin Lewis                   | 12/12/2025 | 168.78 |
| 56904 | FedEx                                  | Volume Studies postage                            | 12/22/2025 | 31.42  |
| 56915 | International Code Council-Pen Chapter | Oct 15 2025 Electric Code Updates Duane Dauphinee | 12/22/2025 | 160.00 |
| 56937 | Shelby Gorman                          | Notary Training Travel & Per Diem                 | 12/22/2025 | 85.92  |

|                                                   |          |
|---------------------------------------------------|----------|
| Total for Department: 115 Community Planning & Bu | 1,337.60 |
|---------------------------------------------------|----------|

**Department: 116 Police**

|       |                                                  |                                                    |            |           |
|-------|--------------------------------------------------|----------------------------------------------------|------------|-----------|
| 56803 | Axon Enterprise, Inc                             | Axon BWC and Taser bundle                          | 12/05/2025 | 19,224.00 |
| 56816 | Community Hospital of the Monterey Peninsula     | PD Testing services                                | 12/05/2025 | 81.00     |
| 56817 | County of Monterey, Dept of Emerg Communications | NGEN O&M Quarterly                                 | 12/05/2025 | 7,316.00  |
| 56826 | Petty Cash                                       | Amazon: powerstrip for CERT                        | 12/05/2025 | 17.47     |
| 56834 | MOGO Urgent Care-PD                              | PD Substance/new hire testing services             | 12/05/2025 | 691.00    |
| 56844 | Same Day Shred                                   | PD-Documents shredding services                    | 12/05/2025 | 60.00     |
| 56845 | T2 Systems Canada Inc.                           | Digital Iris Service PD                            | 12/05/2025 | 75.00     |
| 56846 | T2 Systems, Inc                                  | Auto Owner Lookup/Color Mail Letters full service  | 12/05/2025 | 187.94    |
| 56847 | Timothy Ament                                    | Reimburse:Taser Instructor training 11/16-11/19/25 | 12/05/2025 | 945.67    |
| 56848 | Transunion Risk & Alterna                        | TLO investigative searches                         | 12/05/2025 | 41.95     |
| 56858 | Chaplin and Hill Investigative                   | Investigative services                             | 12/12/2025 | 2,250.00  |
| 56859 | Cintas Corp 2 (First Aid)                        | Replenish medicine cabinet                         | 12/12/2025 | 498.18    |
| 56869 | Jacob Clifford                                   | CATO Training 12/2/25-12/4/25                      | 12/12/2025 | 654.71    |
| 56885 | Axon Enterprise, Inc                             | Axon BWC and Taser-instructor course               | 12/22/2025 | 895.00    |
| 56900 | Department of Justice/Accounting Office          | PD:Fingerprinting services                         | 12/22/2025 | 258.00    |
| 56918 | JRW Investments                                  | PD Uniform and service clothes                     | 12/22/2025 | 516.66    |
| 56920 | Lexipol LLC                                      | Lexipol manual/DTB annual fee                      | 12/22/2025 | 15,235.84 |
| 56924 | Monterey County Sheriff-Coroner                  | MCSO Jail bookings                                 | 12/22/2025 | 19,888.22 |

|                                  |           |
|----------------------------------|-----------|
| Total for Department: 116 Police | 68,836.64 |
|----------------------------------|-----------|

**Department: 117 Fire**

|       |                                                  |                                                             |            |            |
|-------|--------------------------------------------------|-------------------------------------------------------------|------------|------------|
| 56805 | Better Choice Costumes, LLC                      | Child Fire hats and shields                                 | 12/05/2025 | 500.98     |
| 56813 | City Of Monterey                                 | Fire Services Jul 2025- Jun 2026                            | 12/05/2025 | 283,803.00 |
| 56817 | County of Monterey, Dept of Emerg Communications | Distpatch Service-Qtr Fire                                  | 12/05/2025 | 7,137.00   |
| 56827 | JD Repairs, Inc                                  | Fire Dept repairs                                           | 12/05/2025 | 2,936.83   |
| 56833 | Mission Linen Service                            | Laundry service Fire Dept                                   | 12/05/2025 | 404.42     |
| 56882 | Alert-All Corp                                   | Fire Dept:Community promotion items                         | 12/22/2025 | 152.25     |
| 56905 | First Alarm                                      | UL Fire System monitoring & inspection service Fire Station | 12/22/2025 | 338.55     |
| 56923 | Mission Linen Service                            | Laundry service Fire Station                                | 12/22/2025 | 414.42     |

|                                |            |
|--------------------------------|------------|
| Total for Department: 117 Fire | 295,687.45 |
|--------------------------------|------------|

**Department: 118 Ambulance**

|       |                                          |                                                      |            |            |
|-------|------------------------------------------|------------------------------------------------------|------------|------------|
| 56798 | Altius Medical                           | Medical/bio hazard waste disposal                    | 12/05/2025 | 111.00     |
| 56800 | American Supply Company                  | Janitor Expense                                      | 12/05/2025 | 248.49     |
| 56806 | Bound Tree Medical LLC                   | Medical supplies                                     | 12/05/2025 | 929.98     |
| 56813 | City Of Monterey                         | Ambulance Service Fee Oct25-Jun26 credit Nov overpmt | 12/05/2025 | 177,290.37 |
| 56823 | HASCO Stations, LLC                      | Gas and oil expense PD                               | 12/05/2025 | 513.92     |
| 56838 | Peninsula Welding & Medical Supply, Inc. | Medical supplies                                     | 12/05/2025 | 141.20     |
| 56855 | Bound Tree Medical LLC                   | Medical supplies                                     | 12/12/2025 | 5,774.10   |
| 56888 | Bound Tree Medical LLC                   | Medical supplies                                     | 12/22/2025 | 272.72     |
| 56929 | Peninsula Welding & Medical Supply, Inc. | Medical supplies                                     | 12/22/2025 | 70.81      |

|                                     |            |
|-------------------------------------|------------|
| Total for Department: 118 Ambulance | 185,352.59 |
|-------------------------------------|------------|

**Department: 119 Public Works**

|       |                                             |                                                                |            |          |
|-------|---------------------------------------------|----------------------------------------------------------------|------------|----------|
| 56826 | Petty Cash                                  | Ace Hardware: no spill gas can                                 | 12/05/2025 | 35.55    |
| 56863 | Department of Industrial Relations          | Conveyance fee 10/1/25 E2212587                                | 12/12/2025 | 225.00   |
| 56872 | Monterey County Weekly Classifieds          | RFP-Janitorial Services Public Notice                          | 12/12/2025 | 414.75   |
| 56873 | Office Depot, Inc.                          | Office Depot- supplies                                         | 12/12/2025 | 929.68   |
| 56877 | State Water Resources Control Board (SWRCB) | Annual permit fees by sections 13260 & 13269. Index 685791     | 12/12/2025 | 3,540.00 |
| 56881 | Ailing House Pest Control                   | Ailing House - City wide pest control                          | 12/22/2025 | 424.00   |
| 56892 | Cate Electrical Co., Inc.                   | SSC parking lot, electrical light post repair. 11/26/25 #49935 | 12/22/2025 | 260.00   |
| 56894 | Cintas Corporation                          | Cintas- Uniforms for PW                                        | 12/22/2025 | 1,000.99 |
| 56895 | City Of Monterey                            | First adi training for PW 11/10/25 #110899                     | 12/22/2025 | 425.00   |
| 56896 | Cleve Waters                                | Boot reimbursement                                             | 12/22/2025 | 262.19   |
| 56903 | Ewing Irrigation and Landscape Supply       | Ewing Irrigation Supply                                        | 12/22/2025 | 187.50   |
| 56906 | Forestry Suppliers, Inc                     | Forestry Suppliers                                             | 12/22/2025 | 1,751.21 |
| 56909 | Granite Rock Company                        | Granite Rock Company- Supplies                                 | 12/22/2025 | 1,961.66 |
| 56911 | HASCO Stations, LLC                         | Fuel for PW Division fleet                                     | 12/22/2025 | 777.94   |
| 56912 | Hayward Lumber                              | Hayward Lumber- Supplies                                       | 12/22/2025 | 206.92   |
| 56917 | Jamestown Advanced Products Corp            | Ribbin can replacement parts                                   | 12/22/2025 | 8,462.89 |
| 56922 | Martins Irrigation Supply, INC.             | drain pipe sulplies 12/12/25 692043                            | 12/22/2025 | 260.45   |

|       |                                    |                                                     |            |           |
|-------|------------------------------------|-----------------------------------------------------|------------|-----------|
| 56925 | Monterey County Weekly Classifieds | Public Notice Postings                              | 12/22/2025 | 1,036.88  |
| 56926 | Napa Auto Parts                    | Monterey Auto Supply, Napa- Vehicle Supplies        | 12/22/2025 | 101.41    |
| 56927 | Nicole Nedeff                      | Forest management plan MTNP 11/20/25 #2025-5        | 12/22/2025 | 2,507.50  |
| 56928 | Pacific Smog                       | Smog inspection unnits 15,1,4, C6 12/1/25 #3189     | 12/22/2025 | 219.00    |
| 56934 | Robert Half                        | Temporary Forester services                         | 12/22/2025 | 5,671.87  |
| 56935 | Scarborough Lumber & Building      | Scarborough Ace Hardware - STREETS                  | 12/22/2025 | 319.15    |
| 56936 | Sentry Alarm Systems               | Sentry Alarm Systems - City facility alarm service  | 12/22/2025 | 280.59    |
| 56938 | Sherwin-Williams Co.               | Sherwin Williams                                    | 12/22/2025 | 85.18     |
| 56940 | Terex USA, LLC                     | Unit 13 hydraulic leak repair 7609308 12/3/25       | 12/22/2025 | 2,147.97  |
| 56943 | Tope's Tree Service Inc.           | Tree services citywide as directed by City Forester | 12/22/2025 | 38,594.20 |
| 56944 | Town and Country Gardening         | Tree work in the City                               | 12/22/2025 | 25,894.04 |
| 56946 | Zumar Industries, Inc.             | 24 Stop Signs                                       | 12/22/2025 | 2,137.71  |

|                                        |            |
|----------------------------------------|------------|
| Total for Department: 119 Public Works | 100,121.23 |
|----------------------------------------|------------|

**Department: 120 Library**

|       |                            |                                 |            |        |
|-------|----------------------------|---------------------------------|------------|--------|
| 56836 | Pacific Grove Self Storage | Storage Unit - Document storage | 12/05/2025 | 407.00 |
|-------|----------------------------|---------------------------------|------------|--------|

|                                   |        |
|-----------------------------------|--------|
| Total for Department: 120 Library | 407.00 |
|-----------------------------------|--------|

**Department: 121 Community Activities**

|       |                          |                                                                 |            |          |
|-------|--------------------------|-----------------------------------------------------------------|------------|----------|
| 56887 | Bliss Point Productions  | Remainder due on stage rental for Holiday Celebration 12.5.2025 | 12/22/2025 | 1,500.00 |
| 56890 | Carmel Pine Cone         | Halloween in Carmel ad 10.24.2025                               | 12/22/2025 | 1,275.00 |
| 56907 | Glastonbury Inc          | Sound for Holiday Celebration 12.5.2025                         | 12/22/2025 | 4,900.00 |
| 56908 | Golden State Portables   | Portable restrooms for Homecrafters' Marketplace 11.22.2025     | 12/22/2025 | 1,011.56 |
| 56942 | Tigerlilly Florist&Gifts | Flowers & wreath for Veteran's Day 11.11.2025                   | 12/22/2025 | 475.25   |

|                                                |          |
|------------------------------------------------|----------|
| Total for Department: 121 Community Activities | 9,161.81 |
|------------------------------------------------|----------|

**Department: 130 Non-Departmental**

|       |                                        |                                           |            |           |
|-------|----------------------------------------|-------------------------------------------|------------|-----------|
| 56826 | Petty Cash                             | USPS postage                              | 12/05/2025 | 10.10     |
| 56839 | Pitney Bowes Bank Inc Purchase Power   | Postage-meter refills                     | 12/05/2025 | 1,034.99  |
| 56840 | Pitney Bowes Bank, Inc Reserve Account | Advance on postage meter mailing costs    | 12/05/2025 | 2,000.00  |
| 56856 | Cal-Am Water Company                   | Water service citywide                    | 12/12/2025 | 15,836.82 |
| 56874 | PG&E                                   | Citywide gas and electric services        | 12/12/2025 | 15,666.43 |
| 56875 | Pitney Bowes Bank Inc Purchase Power   | Postage-meter refill 11/25/25/balance due | 12/12/2025 | 7.00      |
| 56930 | PG&E                                   | Citywide gas and electric services        | 12/22/2025 | 969.04    |
| 56932 | Prism Public Risk Innovation           | Deductible billing July-September 2025    | 12/22/2025 | 20,879.79 |

|                                            |           |
|--------------------------------------------|-----------|
| Total for Department: 130 Non-Departmental | 56,404.17 |
|--------------------------------------------|-----------|

**Department: 311 Capital Projects**

|       |                                  |                                                                  |            |           |
|-------|----------------------------------|------------------------------------------------------------------|------------|-----------|
| 56853 | Airtec Inc                       | PD evidence room update 9/30/25 #35555                           | 12/12/2025 | 2,855.15  |
| 56897 | Coastal Paving & Excavating, Inc | Storm Drain Improvement- Implementation and construction per co  | 12/22/2025 | 65,390.62 |
| 56901 | Dudek                            | Environmental support:Drainage and erosion control plan reviews, | 12/22/2025 | 1,487.85  |
| 56902 | EMC Planning Group, Inc          | Coastal Engineering and Adaptation Planning Project              | 12/22/2025 | 42,078.94 |

|                                            |            |
|--------------------------------------------|------------|
| Total for Department: 311 Capital Projects | 111,812.56 |
|--------------------------------------------|------------|

**Department: 411 Debt Service**

|       |         |                                                        |            |          |
|-------|---------|--------------------------------------------------------|------------|----------|
| 56879 | US Bank | Administration fees 2020 Refunding Lease Revenue Bonds | 12/12/2025 | 2,250.00 |
|-------|---------|--------------------------------------------------------|------------|----------|

|                                        |          |
|----------------------------------------|----------|
| Total for Department: 411 Debt Service | 2,250.00 |
|----------------------------------------|----------|

|             |              |
|-------------|--------------|
| Grand Total | 1,071,225.65 |
|-------------|--------------|





**CITY OF CARMEL-BY-THE-SEA**  
**City Council**  
**Staff Report**

**February 2, 2026**  
**CONSENT AGENDA**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Nova Romero, City Clerk

**APPROVED BY:** Brandon Swanson, Acting City Administrator

**SUBJECT:** December 2025 Monthly Reports

**RECOMMENDATION:**

Review and receive monthly reports.

**BACKGROUND / SUMMARY:**

This is a monthly series of reports:

- City Administrator Contract Log (*none under \$60K in December*)
- Community Planning and Building Department Reports
- Police, Fire, and Ambulance Reports
- Public Records Act Requests
- Public Works Department Reports

**FISCAL IMPACT:**

None for this action.

**PRIOR CITY COUNCIL ACTION:**

None for this action.

**ATTACHMENTS:**

1. Community Planning and Building Department Reports - December 2025
2. Fire and Ambulance Report - December 2025

3. Public Records Act Requests - December 2025
4. Public Works Director's Report - December 2025 and January 2026



# CITY OF CARMEL-BY-THE-SEA Monthly Report

## Community Planning and Building Department

|               |                                                           |
|---------------|-----------------------------------------------------------|
| TO:           | Honorable Mayor and City Council Members                  |
| SUBMITTED BY: | Shelby Gorman, Administrative Coordinator                 |
| SUBMITTED ON: | January 1, 2026                                           |
| APPROVED BY:  | Anna Ginette, Director of Community Planning and Building |

### DECEMBER 2025 – DEPARTMENT ACTIVITY REPORT

#### I. PLANNING PERMIT APPLICATIONS:

In December 2025, **33** planning permit applications were received.

#### II. BUSINESS LICENSE APPLICATIONS:

In December 2025, **2** business license applications were received.

#### III. BUILDING PERMIT APPLICATIONS:

In December 2025, **48** building permit applications were received.

#### IV. CODE COMPLIANCE CASES:

In December 2025, **13** new code compliance cases were created.

#### V. TRANSIENT RENTAL COMPLIANCE CASES:

In December 2025, **0** new transient rental compliance cases were created.

#### VI. ENCROACHMENT PERMIT APPLICATIONS:

In December 2025, **14** encroachment permit applications were received.

#### VII. TREE PERMIT APPLICATIONS:

In December 2025, **26** tree permit applications were received.

VIII. YEAR-TO-DATE TRENDS

Table 1 includes the following December 2025 totals:

- Planning Permit Applications
- Business License Applications
- Building Permit Applications
- Code Compliance Cases
- Transient Rental Cases
- Encroachment Permit Applications
- Tree Permit Applications

December 2025 totals are provided alongside December 2024 totals for comparison. Compared to the same time period in the year 2024, Table 1 denotes percentage changes in the year 2025.

Table 1  
Permit Application Totals and YTD Percentage Changes

|                     | PLANNING | BUSINESS<br>LICENSES | BUILDING | CODE<br>COMPLIANCE | TRANSIENT<br>RENTAL<br>COMPLIANCE | ENCROACH-<br>MENTS | TREE<br>REMOVAL &<br>PRUNING |
|---------------------|----------|----------------------|----------|--------------------|-----------------------------------|--------------------|------------------------------|
| 2024 YTD<br>Totals  | 378      | 61                   | 515      | 176                | 19                                | 254                | 388                          |
| 2025 YTD<br>Totals  | 397      | 54                   | 605      | 277                | 14                                | 287                | 342                          |
| YTD %<br>Difference | +5.03%   | - 11.48%             | +17.48%  | +57.39%            | -26.32%                           | +12.99%            | -11.86%                      |



## Planning Permit Report

12/01/2025 - 12/31/2025

| Permit # | Permit Type                 | Permit Identifier                | Track | Project Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Address/Location               | Date Received | Date Approved | Status                |
|----------|-----------------------------|----------------------------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------|---------------|-----------------------|
| 25397    | Preliminary Site Assessment | PSA 25397 (LeComte)              |       | SITE ASSESSMENT FOR REMODEL AND ADDITION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 11th 2NE TORRES                |               |               | Pending Assignment    |
| 25396    | Design Study                | DS 25396 (Malamut)               |       | Replace existing fence and gate in front of home and landscaping changes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Santa Fe 2 SW of Ocean         |               |               | Incomplete Submission |
| 25395    | Design Review               | DR 25395 (Grasing's Wine Lounge) |       | Tenant Improvement and Front Entry Remodel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 4NW of Mission and 6th Ave     |               |               | Incomplete Submission |
| 25394    | Preliminary Site Assessment | PSA 25394 (Minelli)              |       | Preliminary Assessment for Track 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Carmelo 5NE Santa Lucia        | 12/23/2025    |               | In Review             |
| 25393    | Design Study                | DS 25393 (Michie-McLevis)        | Two   | BEDROOM ADDITION (190 S.F.), CONVERT GARAGE TO ADU (315 S.F.), BALCONY ADDITION (89 S.F.), INTERIOR REMODEL INCLUDING KITCHEN, BATHROOMS, RELOCATE LAUNDRY, NEW STUCCO SIDING, NEW WINDOWS AS SHOWN                                                                                                                                                                                                                                                                                                                                                                                       | Mountain View 3 NW of 8th      |               |               | Incomplete Submission |
| 25392    | Preliminary Site Assessment | PSA 25392 (Husted)               |       | Addition of 115 SF to a 1403 SF of existing single-family residence with a 274 SF existing garage. This addition includes a half bath with a laundry room and the expansion of an existing primary bedroom, closet, & primary bathroom. Addition of an attached 630 SF ADU on the second floor with a 443 SF exterior roof deck. Demolition of one fireplace with chimney and an addition of a new fireplace with chimney. Addition of a new mulch pathway leading to the ADU, no other landscape changes. All proposed exterior doors and windows to match existing architectural style. | Carmelo St 4 SE of 12th Avenue | 12/22/2025    |               | In Review             |
| 25391    | Design Study                | DS 25391 (Merl)                  | One   | Demo shower, tub, sink, floor, remove drains, and H2O sources; install new window 4'x4', replacing existing 3'x2'; install new floor, patch walls, paint                                                                                                                                                                                                                                                                                                                                                                                                                                  | Forest Rd 2 SE 8th             |               |               | Incomplete Submission |

|       |                             |                                        |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |            |            |                       |
|-------|-----------------------------|----------------------------------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------------|------------|-----------------------|
| 25390 | Temporary Use Permit        | TUP 25390 (Barmel Supper Club)         |             | <p>DATE: Wednesday, December 31, 2025</p> <p>DESCRIPTION: Extended hours until 1:00 AM</p> <p>CONDITIONS OF APPROVAL: 1) This temporary event approval is for Wednesday, December 31, 2025, and allows the restaurant to remain open until 1:00 a.m. with the last guest seated at 12:00 a.m. 2) This approval does not include any live music. 3) Private on-site security shall remain on-site until all guests have left the property. 4) This approval does not include service, dining or consuming alcoholic drinks within the courtyard area. 5) At no time shall Barmel Supper Club exceed its posted building occupancy. 6) If at any time there is a security issue, Barmel Supper Club will close immediately.</p> | San Carlos & 7th                   | 12/18/2025 | 12/23/2025 | Approved              |
| 25389 | Sign                        | SI 25389 (May Berries)                 |             | Install one sand blasted wood sign                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | SW corner off ocean and Dolores    | 12/18/2025 |            | Corrections Required  |
| 25388 | Design Study                | DS 25388 (Carmel Sirin Enterprise LLC) |             | New wooden Fencing with a gate, permeable pavers at Guest parking & patio, concrete pad for trash enclosure.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Santa Rita 2nd SW of 5th Street    |            |            | Incomplete Submission |
| 25387 | Design Study                | DS 25387 (Cogan)                       | Streamlined | new wood railing with attached handrail along the north side of the driveway so the owner can walk down the driveway safely                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Monte Verde 2 SW 5th               | 12/16/2025 | 12/22/2025 | Approved              |
| 25386 | Design Study                | DS 25386 (Parman)                      |             | Track 2 Design Study application for a remodel of the existing 1869 SF house and conversion of existing space to a 215 SF JADU. Addition of 215 SF.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Lincoln Street 5 SE 10th Avenue    |            |            | Incomplete Submission |
| 25385 | Preliminary Site Assessment | PSA 25384 (Heron)                      |             | Remodel existing home. No new floor area. Remodeled paving/ landscape                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 6 Sand & Sea                       | 12/16/2025 |            | In Review             |
| 25384 | Design Study                | DS 25384 (Yonekura)                    | Streamlined | Replace roof at living room due to pest damager. Eliminate steps at rear terrace on south side.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Carmelo 3 SW of 7th                | 12/17/2025 |            | In Review             |
| 25383 | Historic Evaluation         | HE 25383 (Walker)                      |             | New Construction on the three lots; work with the existing structure but add onto each building; the goal is to have three homes one on each lot; three bed rooms two bathrooms per home                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | South end Vizcaino at Flanders Way |            |            | Incomplete Submission |
| 25382 | Historic Evaluation         | HE 25382 (Walker)                      |             | New Construction on the three lots; work with the existing structure but add onto each building; the goal is to have three homes one on each lot; three bed rooms two bathrooms per home                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | South end Vizcaino at Flanders Way |            |            | Incomplete Submission |
| 25381 | Historic Evaluation         | HE 25381 (Walker)                      |             | New Construction on the three lots; work with the existing structure but add onto each building; the goal is to have three homes one on each lot; three bed rooms two bathrooms per home                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | South end Vizcaino at Flanders Way |            |            | Incomplete Submission |

|       |                             |                                  |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                 |            |  |                       |
|-------|-----------------------------|----------------------------------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|------------|--|-----------------------|
| 25380 | Historic Evaluation         | HE 25380 (Villa Carmel LLC)      |     | Historic determination application to allow the remodel of an (e) single family house                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 10TH AVE. 2 S.W. OF DOLORES ST. | 12/8/2025  |  | Closed                |
| 25379 | Use Permit                  | UP 25379 (Profeta)               |     | Owner proposed to remodel an existing mixed use building. A use permit is requested to increase the restaurant seating size as it will require an additional 0.539 water fixture credits                                                                                                                                                                                                                                                                                                                                                                                                                           | Junipero 3 NW 6th               | 12/8/2025  |  | In Review             |
| 25378 | Preliminary Site Assessment | PSA 25378 (Stewart)              |     | A PROPOSED INTERIOR RENOVATION TO AN EXISTING 2 STORY RESIDENCE, INCLUDING REPLACEMENT OF ALL WINDOWS AND DOORS, NEW PLASTER AND WOOD SIDING, REMOVAL OF A PORTION OF THE EXISTING ROOF STRUCTURE, AND REPLACEMENT OF ROOFING MEMBRANE.                                                                                                                                                                                                                                                                                                                                                                            | Santa Fe 4 SW of 4th            | 12/15/2025 |  | In Review             |
| 25377 | Design Study                | DS 25377 (Dolores 2 SW 10th LLC) | Two | REPLACE A PORTION OF THE ROOF OF AN EXISTING SINGLE FAMILY RESIDENCE. NEW WINDOWS, DOORS, AND REPAIR EXTERIOR WOOD SIDING AS REQUIRED. MODIFY INTERIOR TO INCLUDE KITCHEN, BATHROOM, AND UTILITY ROOM. REPLACE ALL BATHROOM FIXTURES, FINISHES, AND KITCHEN APPLIANCES. REMOVE AND REPLACE DECK RAILING WITH NEW WOOD RAILING                                                                                                                                                                                                                                                                                      | Dolores 2 SW of 10th            | 12/9/2025  |  | In Review             |
| 25376 | Planning Permit Revision    | DS 25376 (Seven Post Trust)      | Two | REVISION TO APPROVED PLANNING PERMIT #25031. EXTERIOR AND INTERIOR REMODEL OF EXISTING 2-STORY RESIDENCE. SCOPE OF CHANGES INCLUDE NEW ATTACHED ADU AT EXISTING LOWER LEVEL BELOW SECOND STORY VIEW DECK. ADU TO BE 800 SQ.FT., WHICH INCLUDES 410 SQ.FT. OF NEW AREA. (N) STEEL DOORS AND WINDOWS THROUGHOUT. EXISTING TURRET (WALLS & ROOF) AT ENTRY TO BE DEMOLISHED. PARTIAL (N) ROOF AT FOYER. (N) SLATE ROOFING, WOOD SHINGLE SIDING @ WALLS, STONE @ CHIMNEYS THROUGHOUT. COMPLETE INTERIOR REMODEL. SITE WORK INCLUDES (N) HARDSCAPE, SOFTSCAPE, HOT TUB, SITE STAIRS/WALKWAYS, FENCING & AUTOMOBILE GATE. | SCENIC RD 3 SE OF 12TH AVE      |            |  | Incomplete Submission |
| 25375 | Historic Evaluation         | HE 25375 (Smith)                 |     | Reconstruction of crushed carport and roof deck, DS 25234                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Carmelo 7 NE Ocean              | 12/12/2025 |  | In Review             |

|       |              |                                       |             |                                                                                                                                                                                                                                                                                                                                                                                                             |                                              |            |            |                       |
|-------|--------------|---------------------------------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|------------|------------|-----------------------|
| 25374 | Design Study | DS 25374 (Villa Carmel LLC)           | One         | SCOPE OF WORK INCLUDES REPLACEMENT OF WINDOWS & DOORS, REPLACEMENT OF (E) HORIZ. WOOD SIDING WITH NEW HORIZ WOOD SIDING & VERTICAL WOOD SIDING AT FRONT ELEVATION. INSTALLATION OF NEW EXTERIOR LIGHTS. NEW ARCHED ROOF OVER FRONT ENTRY. NEW SHED ROOF OVER BEDROOM #1                                                                                                                                     | 10TH AVE. 2 S.W. OF DOLORES ST.              | 12/23/2025 |            | In Review             |
| 25373 | Use Permit   | UP 25373 (Gelato by the Sea)          |             | Request to change daily hours of operation to 11AM to 11PM                                                                                                                                                                                                                                                                                                                                                  | San Carlos 2 NE of 7th, Carmel Square Unit 6 | 12/9/2025  |            | In Review             |
| 25372 | Design Study | DS 25372 (Jenkins)                    | One         | Replace 200 amp transformer switch (manual) to an automatic. Install 20 kw Cummins West generator on precast factory pad                                                                                                                                                                                                                                                                                    | SE corner of Carmelo & 7th                   |            |            | Incomplete Submission |
| 25371 | Design Study | DS 25371 (Glines)                     | Streamlined | Like for like replacement of 11 existing wood windows. Exterior waterproofing and stucco patching. No change in window size or location.                                                                                                                                                                                                                                                                    | Santa Lucia 2 NW of Rio                      | 12/4/2025  | 12/5/2025  | Approved              |
| 25370 | Use Permit   | UP 25370 (Scandia Lopez - Restaurant) |             | Convert existing 1,039 ft retail space into a restaurant with 49 seats, full kitchen, and two restrooms serving beer and wine                                                                                                                                                                                                                                                                               | Dolores 4 NE 7th                             | 12/16/2025 |            | In Review             |
| 25369 | Use Permit   | UP 25369 (Scandia Lopez - Cafe)       |             | Convert 1,036 sf retail space into a CAFE with approx 33 seats and 2 restrooms                                                                                                                                                                                                                                                                                                                              | Dolores 4 NE 7th                             | 12/16/2025 |            | In Review             |
| 25368 | Design Study | DS 25368 (Christian)                  | One         | Restore front door landing and stairs; waterproof, repair stucco siding. Existing landing and approx. 4' of fill dirt built in 1962 (BP #3792) was temporarily removed to arrest fungal invasion and repair 3 critical load bearing walls. New landing will be supported by detached gravel filled reinforced CMU wall. Stairs and landing will be restored as existing with salvaged Carmel stone on site. | Guadalupe St 4 SE of 5th Ave                 | 12/8/2025  |            | In Review             |
| 25367 | Design Study | DS 25367 (Arnold)                     | Streamlined | Replace existing windows like for like                                                                                                                                                                                                                                                                                                                                                                      | Lincoln 3 NE of 13th                         | 12/8/2025  |            | In Review             |
| 25366 | Design Study | DS 25366 (Shwaiki)                    |             | Bath Remodel: New Tub/Shower Addition / water allocation required                                                                                                                                                                                                                                                                                                                                           | NW Corner of Carpenter & 2nd, Carmel         |            |            | Closed                |
| 25365 | Sign         | SI 25365 (Lucy Michel Pottery)        |             | Hand-painted wooden sign.<br>Overall Dimensions:<br>24" W x 18" H (exactly 3 sq ft)<br><br>Margins: 2" all sides<br>Live area: 20" W x 14" H<br>Letter height: ~6.5" per line<br>Vertical spacing: ~0.5-0.75" between lines<br>Letter color: Cream (#f4e8d0)<br>Wood: Dark walnut stain<br>Using existing bracket                                                                                           | Mission 2 SW of Ocean                        | 12/15/2025 | 12/22/2025 | Approved              |

Total Records: 33

1/5/2026





## Business License Report

12/01/2025 - 12/31/2025

| Entity # | Application Type | Business Name         | Business Description                                    | Location                   | Date Received | Date Approved | Status             |
|----------|------------------|-----------------------|---------------------------------------------------------|----------------------------|---------------|---------------|--------------------|
| 25054    | New Business     | Big Squeezy of Carmel | Fresh Juice & Smoothie Bar                              | Lincoln 3 SW of Ocean      | 12/19/2025    |               | Pending Assignment |
| 25053    | New Business     | VNTNA Supply Co       | Manufactures and sells apparel and clothing accessories | NW corner of Mission & 7th | 12/5/2025     | 12/17/2025    | Approved           |
|          |                  |                       |                                                         |                            |               |               |                    |

Total Records: 2

1/5/2026



# Building Permit Report

12/01/2025 - 12/31/2025

| Permit # | Date Submitted | Date Approved | Project Description                                                                                                                                                                                                                                                                                                                | Valuation | Permit Type | Property Location            |
|----------|----------------|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------|------------------------------|
| 250605   |                |               | Run a new 2" water service from water meter in sidewalk to backflow device in planter next to building Dig and backfill / compact trench line - remove and replace bricks as needed to install a 2" sch 80 PVC pipe and fittings - trench approximately 15' long by 24" side and 36" deep as needed to get under exiting utilities | 9,800     | Plumbing    | Ocean 1 SW of Monte Verde    |
| 250604   |                |               | Residential renovation, Kitchen demo, office renovation                                                                                                                                                                                                                                                                            | 1,500,000 | Building    | Lincoln 3 SW Ocen            |
| 250603   |                |               | Revised retaining wall for taller wall at subfloor area                                                                                                                                                                                                                                                                            | 5,000     | BP Revision | Mission 4 SW of 1st          |
| 250602   | 12/19/2025     |               | Replace three windows in existing openings to southwest sun room on second floor.                                                                                                                                                                                                                                                  | 15,000    | Building    | Scenic 4 SE of 8th           |
| 250601   | 12/19/2025     |               | Replace garage doors and windows, remove roof and add new gable roof over existing attached garage shed and garage roof, relocate pool equipment to garage shed, replace gates and fence.                                                                                                                                          | 60,000    | Building    | Scenic 4 SE of 8th           |
| 250600   | 12/23/2025     |               | New construction of a 548 sq. ft. attached accessory dwelling unit, accessory to existing 1,357 sq. ft. main residence and existing 240 sq. ft. detached garage. Construction to include accessory dwelling unit utilities connected just past the point of existing main residence utility connections "meter ready".             | 274,000   | Building    | Forest 2 NW of 7th           |
| 250599   | 12/22/2025     |               | Remodel SFR including: kitchen layout and relocate exterior kitchen door, primary bathroom, primary bedroom windows and doors, remove fireplace in bedroom, closets throughout house, replacement of exterior dining room door, and clad east and north concrete wall with matched brown redwood siding.                           | 178,000   | Building    | SE Corner of Junipero & 11th |
| 250598   | 12/22/2025     |               | Appeal of staff decision regarding a notice of violation issued 11/13/2025 for failure to comply with conditions of approval.                                                                                                                                                                                                      | 0         | Appeal      | SW Corner of Ocean & Mission |
| 250597   | 12/22/2025     |               | Appeal for denial of exterior fire sprinkler system.                                                                                                                                                                                                                                                                               | 0         | Appeal      | Ocean 2 SW of Camino Real    |
| 250596   | 12/22/2025     | 12/22/2025    | Interior cosmetic renovations including: removal of dividing 3/4 wall, floor painting, drywall texturing, and painting throughout.                                                                                                                                                                                                 | 0         | Exempt Work | Dolores 4 SW of Ocean        |

|        |            |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |             |                                  |
|--------|------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-------------|----------------------------------|
| 250595 | 12/19/2025 |            | Construction of new detached 408sf studio ADU. Replace driveway and pedestrian gate, add spa to existing pool, changes to site walls, gates and fences, add new pavers over existing concrete driveway, autocourt, and paths.                                                                                                                                                                                                                                              | 425,000   | Building    | Scenic 4 SE of 8th               |
| 250594 | 12/19/2025 |            | Demolition of Existing 1,064 sf Single-Family Residence, 257 sf Carport, and Existing Decks. Construction of a New Two-Story, 1,569 sf, Single-Family Residence With 249 sf Attached Garage and Includes: New Stone Paver Driveway to Replace Existing. New Stone Garden/Retaining Walls. New Stone Paver Entry Walk. New Stone Outdoor Gas Fireplace. New 89 sq. ft. Upper Level Deck. New Photovoltaic Array. New Wood Fencing. New Mulch Paths/Patios. New Landscaping. | 800,000   | Building    | Mission 4 NE of 1st              |
| 250593 | 12/19/2025 |            | Re-roof penthouse on Pine Inn, remove tar/cap roof, install DuroLast 60mil grey membrane roof                                                                                                                                                                                                                                                                                                                                                                              | 131,698   | Roofing     | NE Corner of Monte Verde & Ocean |
| 250592 | 12/18/2025 |            | Remove french door & balcony, replace with window, replace siding.                                                                                                                                                                                                                                                                                                                                                                                                         | 3,000     | Building    | Carpenter 2 SE of 5th            |
| 250591 | 12/17/2025 |            | Replace 10 windows with retrofit fibrex windows                                                                                                                                                                                                                                                                                                                                                                                                                            | 19,713    | Exempt Work | Carpenter 2 NW 1st               |
| 250590 | 12/16/2025 |            | REMODEL OF AN (E) TWO STORY SINGLE FAMILY HOUSE WITH ATTACHED GARAGE. REPLACE (E) ASPHALT SHINGLE ROOF WITH NEW. REPLACE (E) ALUM. WINDOWS & DOORS WITH NEW ALUM. CLAD WINDOWS & DOORS. REPAINT (E) STUCCO SIDING. ADD NEW STONE VENEER. INSTALL (2) NEW SKYLIGHTS. REMODEL (E) DECK - REPLACE GLASS RAILING WITH NEW, INSTALL NEW TILE FLOORING.                                                                                                                          | 1,075,777 | Building    | NW Corner of Casanova and 8th    |
| 250589 | 12/16/2025 | 12/16/2025 | Replace 117' of property line fence with new fencing in-kind using cedar paling material and pressure treated posts with concrete footings. Fence not to exceed 6' in height.                                                                                                                                                                                                                                                                                              | 0         | Exempt Work | SE Corner of Junipero & 11th     |
| 250588 | 12/15/2025 |            | Installation of patio drainage, remodel of two bathrooms and one kitchen.                                                                                                                                                                                                                                                                                                                                                                                                  | 0         | Building    | 8th 2 NW of Scenic               |

|        |            |            |                                                                                                                                                                                                                                                                                                                                                                                                                          |         |             |                          |
|--------|------------|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------|--------------------------|
| 250587 | 12/15/2025 | 12/15/2025 | Remove portions of driveway, clean and restore drainage pits, and restore driveway condition.<br><br>CONDITION: Plans to be submitted prior to permit final. On-site inspections required to be scheduled and passed prior to covering drainage wells.                                                                                                                                                                   | 4,000   | Building    | Scenic 2 SE of 10th      |
| 250586 | 12/15/2025 | 12/15/2025 | INTERIOR WORK ONLY: Install new flooring, new cabinets, and shelving. Paint and add new drywall texture.                                                                                                                                                                                                                                                                                                                 | 0       | Exempt Work | Lincoln 2 SE of 1st      |
| 250585 | 12/15/2025 |            | Repair of existing deck. Repair dry rot and replacement of structural posts. Limited to in-kind repair with no expansion of the footprint, height, or design.                                                                                                                                                                                                                                                            | 8,000   | Building    | Lincoln 6 SW of 3rd      |
| 250584 | 12/15/2025 |            | Ceiling and light fixture replacement in tenant space 1A, "The Nut Hut".                                                                                                                                                                                                                                                                                                                                                 | 15,000  | Building    | Ocean 2 SW of San Carlos |
| 250583 | 12/15/2025 | 12/19/2025 | Tear up existing kitchen floor and replace with new tile floor. Addition of stainless steel panels to kitchen walls. Paint the interior of the restaurant and bathrooms.                                                                                                                                                                                                                                                 | 0       | Exempt Work | San Carlos 3 NE of 6th   |
| 250582 | 12/12/2025 | 12/12/2025 | Limited interior demolition of existing residence and garage. Cabinets, countertops, and finishes authorized to be removed. Architectural, MEP, and structural elements are required to remain until full building permit is issued.                                                                                                                                                                                     | 0       | Exempt Work | Mission 2 SE of 13th     |
| 250581 | 12/15/2025 | 12/15/2025 | Install new Mitsubishi heat pump Model #MUZ-FX12NLHZ, 12000BTU, 1Ton wall-mounted unit. **Incidental Electrical: install disconnect and lineset to from panel to unit**                                                                                                                                                                                                                                                  | 6,500   | Mechanical  | Scenic 3 SE of 10th      |
| 250580 | 12/15/2025 |            | Create a 2nd floor entry door from street level, build entryway gable roof overhang, extend car bridge for entry walkway, change exterior building to all stucco from partial stucco, stucco finish at chimney, renovate a bathroom, relocate inside walls for the creating the new entry way, and replace wood shingle roofing with asphalt composition roofing, (enlarged and modified) new windows and exterior doors | 180,000 | Building    | Santa Fe 4 SW of 4th     |
| 250579 | 12/10/2025 | 12/10/2025 | REDUCT 6 REGISTERS LIKE FORLIKE                                                                                                                                                                                                                                                                                                                                                                                          | 7,681   | Mechanical  | Guadalupe 5 SE of 3rd    |

|        |            |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |         |             |                                   |
|--------|------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------|-----------------------------------|
| 250578 | 12/10/2025 |            | Demolition of Existing 1,385 sf Single-Family Residence, 210 sf Carport, and Existing Decks. Construction of a New Two-Story, 1,845 sf, Single-Family Residence with 245 sf Detached Garage Which Includes: New Asphalt Driveway to Replace Existing. New Decomposed Granite Service Yard / Trash Enclosure. New Mulch & Gravel Walkways With Fieldstone Steps. New Flagstone Paver Courtyard. New Spaced Wood Entry Deck & Bench. New Green, Planted Roofs. New 231 sq. ft. Roof Deck with Walkway & Planters. New Photovoltaic Array. New Wood Fencing. New Landscaping. | 800,000 | Building    | Mission 3 NE of 1st               |
| 250577 | 12/9/2025  |            | Site work including retaining walls, fireplace, firepits, two trellis structures, in addition to grading, drainage and landscaping.                                                                                                                                                                                                                                                                                                                                                                                                                                        | 80,000  | Building    | NE Corner of San Antonio & 12th   |
| 250576 | 12/9/2025  | 12/10/2025 | Remove and replace 60k BTU furnace.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 26,531  | Mechanical  | Lobos 2 NW of 3rd                 |
| 250575 | 12/9/2025  | 12/9/2025  | Perform exploratory demolition for structural review. Less than 100sf of demolition authorized.                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 5,000   | Demolition  | Scenic 3 SE of 12th               |
| 250574 | 12/10/2025 | 12/10/2025 | Remove & replace 80,000 BTU, high-efficiency furnace                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 11,500  | Mechanical  | NE Corner of Casanova & 13th      |
| 250573 | 12/8/2025  | 12/10/2025 | Remove existing gray built-up roof and replace with new class "A" IB 60 mil PVC material in color "Bronze". Overlay flat roof with tar & gravel finish.                                                                                                                                                                                                                                                                                                                                                                                                                    | 20,000  | Roofing     | San Antonio 2 SW of Ocean         |
| 250572 | 12/8/2025  |            | Remodel of upstairs guest bath, downstairs guest bath, laundry room, reduction of hardscape, reduction of floor area at dining room and addition of 46.09 sf at upper floor                                                                                                                                                                                                                                                                                                                                                                                                | 400,000 | Building    | SE Corner of Perry Newberry & 5th |
| 250571 | 12/8/2025  | 12/8/2025  | Emergency replacement of an existing gas line using black steel and HDPE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 15,000  | Plumbing    | Ocean 3 NE of Carpenter           |
| 250570 | 12/8/2025  | 12/17/2025 | Repair of existing non-conforming fence, approximately 20' in length and 5' to 5'6" in height.                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 400     | Exempt Work | Morales & collins Neighbor Fence  |
| 250569 | 12/8/2025  |            | 52 square foot addition to a single family house, including kitchen and bathroom renovation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 100,000 | Building    | NE Corner of Casanova & 13th      |
| 250568 | 12/5/2025  | 12/18/2025 | Addition of EV charger to the southeast corner of the house.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 3,590   | Electrical  | Monte Verde 2 NW of 10th          |
| 250567 | 12/5/2025  |            | 2,400 sq. ft. remodel of existing 14,000 Anthropologie store at Carmel Plaza                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 389,000 | Building    | Carmel Plaza Suite 213            |
| 250566 | 12/3/2025  | 12/3/2025  | Remove & replace 80%, 80,000 BTU furnace.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 9,000   | Mechanical  | 8th 3 NE of Santa Fe              |
| 250565 | 12/3/2025  |            | Demolition of (E) residence and accessory structure and construction of new 484sf detached ADU.                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 200,000 | Building    | Santa Fe 2 SW of Mountain View    |

|        |           |            |                                                                                                                                       |         |             |                                 |
|--------|-----------|------------|---------------------------------------------------------------------------------------------------------------------------------------|---------|-------------|---------------------------------|
| 250564 | 12/3/2025 | 12/3/2025  | Remove existing roof from garage and main residence. Reroof with new wood shingles.                                                   | 60,000  | Roofing     | 3rd 2 NW of Junipero            |
| 250563 | 12/3/2025 | 12/3/2025  | Remove existing shake and replace with 30lb felt and Pres. TL Aged Bark over existing sheathing.                                      | 19,000  | Roofing     | SE corner of Santa Rita and 4th |
| 250562 | 12/3/2025 |            | Demolition of (E) residence and accessory structure and construction of new two-story residence with attached 2-car garage.           | 750,000 | Building    | Santa Fe 2 SW of Mountain View  |
| 250561 | 12/3/2025 | 12/3/2025  | Tear off existing cap sheet roof system, install new base sheet, and install two layers of hot mopped cap sheet in the color "Black". | 29,919  | Roofing     | Monte Verde 2 SE of 4th         |
| 250560 | 12/2/2025 | 12/18/2025 | Addition of new tub and shower for new bathroom.                                                                                      | 3,000   | Building    | NW Corner of Carpenter & 2nd    |
| 250559 | 12/1/2025 | 12/16/2025 | Sand wood trim on the exterior of the building and stain the wood with "Olympic Semi Transparent Ebony Stain".                        | 0       | Exempt Work | NW Corner of Junipero & 4th     |
| 250558 | 12/1/2025 | 12/1/2025  | Remove existing shakes and tar and cap sheet roofs. Install class "A" heavy shakes and install torch down on flat roof.               | 35,000  | Roofing     | Carpenter 4 SW of 5th           |
|        |           |            |                                                                                                                                       |         |             |                                 |

Total Records: 48

1/5/2026



# Code Compliance Report

12/01/2025 - 12/31/2025

| Case # | Case Date  | Status | Location                          | Problem Description                                                           | Date Received | Date Closed |
|--------|------------|--------|-----------------------------------|-------------------------------------------------------------------------------|---------------|-------------|
| 25277  | 12/20/2025 | Open   |                                   | Unpermitted sign with arrow pointing to lingerie shop                         | 12/20/2025    |             |
| 25276  | 12/20/2025 | Open   | Ocean 2 SE of Forest              | Unshielded portable toilet visible from the public right-of-way               | 12/20/2025    |             |
| 25275  | 12/20/2025 | Closed | Ocean between Lincoln & Dolores   | A-frame sign outside the restaurant                                           | 12/13/2025    | 12/20/2025  |
| 25274  | 12/20/2025 | Closed | Ocean 2 NE of San Carlos          | Toy soldier statues on the sidewalk in the public right-of-way                | 12/13/2025    | 12/20/2025  |
| 25273  | 12/18/2025 | Open   | Mission between 7th & 8th         | Mobile car wash company washing multiple cars every weekend                   | 12/18/2025    |             |
| 25272  | 12/13/2025 | Closed | Ocean 2 NW of Mission             | Unpermitted exterior sign                                                     | 12/13/2025    | 12/20/2025  |
| 25271  | 12/13/2025 | Open   | Lincoln Street 5 NE of 6th Avenue | Unpermitted A-frame signs on the exterior of the business                     | 12/13/2025    |             |
| 25270  | 12/13/2025 | Closed | SE Corner of 4th and Torres       | Real estate signs in the public right-of-way                                  | 12/13/2025    | 12/20/2025  |
| 25269  | 12/13/2025 | Closed | Santa Rita 2 NE of 4th            | Portable toilet in the public right-of-way                                    | 12/13/2025    | 12/20/2025  |
| 25268  | 12/13/2025 | Closed | Mission 6 NE of 10th              | Orange cone in the public right-of-way                                        | 12/13/2025    |             |
| 25267  | 12/8/2025  | Closed | San Antonio 7 NE of Ocean         | Sounds of construction on Sunday                                              | 12/8/2025     | 12/12/2025  |
| 25266  | 12/3/2025  | Closed | NW Corner of Forest & Mountain    | Construction work beginning at 7:00 a.m., outside of permitted hours of work. | 11/20/2025    | 12/3/2025   |
| 25265  | 12/1/2025  | Open   | Camino Real between 12th and 13th | Planter box in public right-of-way                                            | 12/1/2025     |             |
|        |            |        |                                   |                                                                               |               |             |

Total Records: 13

1/5/2026



# Transient Rental Report

01/01/2025 - 12/31/2025

| Case # | Street      | Status             | Date Received | Last Status Date | Date Closed |
|--------|-------------|--------------------|---------------|------------------|-------------|
| 25212  | San Carlos  | Closed             | 8/27/2025     | 11/3/2025        |             |
| 25211  | Mission     | Closed             | 8/26/2025     | 9/17/2025        | 9/17/2025   |
| 25205  | San Antonio | Closed             | 8/21/2025     | 10/6/2025        | 10/6/2025   |
| 25184  | Santa Rita  | 1st NOV sent       | 8/12/2025     | 12/13/2025       |             |
| 25176  | 13th        | Fines administered | 7/14/2025     | 11/28/2025       |             |
| 25175  | Torres      | Fines administered | 7/10/2025     | 9/26/2025        |             |
| 25163  | 2nd         | Closed             | 6/13/2025     | 8/15/2025        | 8/15/2025   |
| 25094  | Forest      | Closed             | 4/9/2025      | 4/15/2025        | 4/15/2025   |
| 25067  | Junipero    | Closed             | 3/28/2025     | 4/9/2025         | 4/9/2025    |
| 25065  | Torres      | Closed             | 3/26/2025     | 5/26/2025        | 5/26/2025   |
| 25063  | Torres      | Closed             | 3/24/2025     | 4/7/2025         | 4/7/2025    |
| 25016  | Casanova    | Closed             | 1/21/2025     | 3/3/2025         | 3/3/2025    |
| 25014  | Lobos       | Closed             | 1/16/2025     | 2/17/2025        | 2/17/2025   |
| 25006  | San Antonio | Closed             | 1/6/2025      | 4/11/2025        | 4/11/2025   |
|        |             |                    |               |                  |             |

Total Records: 14

1/8/2026





# Encroachment Permit Report

12/01/2025 - 12/31/2025

| Permit # | Permit Type | Date Submitted | Project Description                                                                                                                                                                                                                                                                                   | Property Location               | Date Issued | Status    |
|----------|-------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|-------------|-----------|
| 250287   | Temp Ench   | 12/23/2025     | Realignment of existing driveway in right of way.                                                                                                                                                                                                                                                     | Torres 5 NE of 6th              |             | In Review |
| 250286   | Temp Ench   | 12/22/2025     | Removal of six trees and trimming three.                                                                                                                                                                                                                                                              | 9 locations throughout City     |             | In Review |
| 250285   | Temp Ench   | 12/18/2025     | TCP for one lane flagger and shoulder closure to access MH, SAI, & SBON. AT&T Job #A05AQF2                                                                                                                                                                                                            | 2900 Santa Lucia                | 12/18/2025  | Issued    |
| 250284   | Temp Ench   | 12/16/2025     | Parking of kettle truck into private driveway that extends approximately 3'-4' into street.<br><br>CONDITION: Cone taper on the south is required to extend at least 50'.                                                                                                                             | Monte Verde 2 SE of 4th         | 12/18/2025  | Issued    |
| 250283   | Temp Ench   | 12/15/2025     | ROAD CLOSURE. Applicant to trench, backfill and install electric substructures. PG&E to install overhead primary, underground electric service, overhead transformer and riser. PM# 35659382.<br><br>CONDITIONS: All trenching and final patching must be completed before the end of February, 2026. | Santa Rita 5 SW of 3rd          | 12/16/2025  | Issued    |
| 250282   | Temp Ench   | 12/15/2025     | Replace underground electric services. PM# 35564072.<br><br>CONDITION: Area of work is outside of Police Department. Clear access shall be kept at all times for police.                                                                                                                              | Junipero 2 NE of 4th            | 12/16/2025  | Issued    |
| 250281   | Temp Ench   | 12/12/2025     | 5'x5' bellhole and trench to property for new gas service.                                                                                                                                                                                                                                            | SW Corner of Mission & 12th     | 12/16/2025  | Issued    |
| 250280   | Temp Ench   | 12/12/2025     | Trenching for new gas line and electric, trench for new sewer.                                                                                                                                                                                                                                        | NE Corner of San Antonio & 12th | 12/16/2025  | Issued    |
| 250279   | Temp Ench   | 12/12/2025     | Bellhole to replace sewer lateral, single lane closure.                                                                                                                                                                                                                                               | San Carlos 3 SW of Vista        | 12/16/2025  | Issued    |
| 250278   | Temp Ench   | 12/10/2025     | Replacement of existing Public Sewer Pipe Work will be completed using pipe bursting to limit digging in road. Some digging will still be required at pipe insertion locations and existing building tie-in locations. See attached plans with traffic control.                                       | Mission St btw Ocean and 7th    |             | In Review |

|        |           |            |                                                                                                                                                                                                                                                                                                                                             |                               |            |          |
|--------|-----------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|------------|----------|
| 250277 | Temp Ench | 12/10/2025 | Increase water service from 3/4" to 1" for fire suppression system.<br><br>CONDITION: Work must be completed prior to February 2026                                                                                                                                                                                                         | 4910 Monterey St              | 12/12/2025 | Approved |
| 250276 | Temp Ench | 12/4/2025  | Replace the sewer lateral from the front of the garage to the street utilizing the trenchless method.                                                                                                                                                                                                                                       | Camino Real 3 SE of 2nd       | 12/8/2025  | Issued   |
| 250275 | Temp Ench | 12/4/2025  | Tie into existing encroachment permit TEMP EN 250270 to expand parking and road closures to the Dolores St side of the project. Temporarily close sidewalk and extend construction fencing to block seven parking stalls.                                                                                                                   | SW Corner of Dolores & 5th    | 12/23/2025 | Issued   |
| 250274 | Temp Ench | 12/1/2025  | Block parking stalls and sidewalk to perform reroofing work.<br><br>CONDITIONS:<br><br>Pedestrian access will still be needed to all entrances of the building.<br><br>Cones or barricades must be used to identify the closed section of sidewalk.<br><br>Sidewalk Closed signs will be needed at Ocean & Monte Verde and Ocean & Casanova | SE Corner of Ocean & Casanova | 12/5/2025  | Issued   |
|        |           |            |                                                                                                                                                                                                                                                                                                                                             |                               |            |          |

Total Records: 14

1/5/2026



# Tree Permit Report

12/01/2025 - 12/31/2025

| Permit # | Permit Date | Permit Type             | Location of Property                                              | Description                                                                                                                                  | Status    | Approved Date |
|----------|-------------|-------------------------|-------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------|
| 25317    | 12/1/2025   | 1. Tree Evaluation      | Lincoln 2 NW of 3rd                                               | EVALUATION: 3 very tall Monterey pines                                                                                                       | Approved  | 12/5/2025     |
| 25318    | 12/1/2025   | 2. Tree Removal/Pruning | Monte Verde 4 NE of 4th                                           | 1 approximately 12' species unknown                                                                                                          | In Review |               |
| 25319    | 12/2/2025   | 2. Tree Removal/Pruning | SW Corner of Carmelo and 9th                                      | EVALUATION: front yard PRUNING: Oak; Pine, on City land REMOVAL: Pittosporum in front yard                                                   | Approved  | 12/1/2025     |
| 25320    | 12/2/2025   | 1. Tree Evaluation      | Torres 2 NE of 6th                                                | 1 Monterey Pine Tree ~60-80 feet located on my property                                                                                      | In Review |               |
| 25321    | 12/3/2025   | 2. Tree Removal/Pruning | Lopez 8 NE of 4th- In front of house                              | Prune city oak tree and clean out lichen                                                                                                     | Approved  | 12/5/2025     |
| 25322    | 12/3/2025   | 1. Tree Evaluation      | NW Corner of Santa Rita and Ocean                                 | EVALUATION: 2 Monterey pines ~65 ft, 1 Santa Cruz Ironwood 12ft PRUNING: deadwood REMOVAL: 1 declining                                       | Approved  | 12/8/2025     |
| 25323    | 12/4/2025   | 2. Tree Removal/Pruning | Junipero 2 NW of 3rd                                              | PRUNING: 3 oak trees in the backyard REMOVAL: 1 acacia on left side of driveway and 1 dead oak on front left                                 | Approved  | 12/8/2025     |
| 25324    | 12/4/2025   | 2. Tree Removal/Pruning | Junipero 3 NW of 6th                                              | PRUNING: 3 Redwood trees in the back of property                                                                                             | Approved  | 12/8/2025     |
| 25325    | 12/5/2025   | 1. Tree Evaluation      | San Carlos 2 SW of 1st                                            | EVALUATION: Four big tall Monterey pine PRUNING: At least ten branches, each about 5-10 yards long. REMOVAL: Four big & tall Monterey pines. | Approved  | 12/17/2025    |
| 25326    | 12/5/2025   | 2. Tree Removal/Pruning | Casanova Street 3 NE of Ocean Avenue, Carmel-by-the-Sea, CA 93921 | Tree Removal                                                                                                                                 | In Review |               |
| 25327    | 12/5/2025   | 1. Tree Evaluation      | San Carlos 2 NE of 1st                                            | EVALUATION: 1 pine tree PRUNING: same- you determine if unsafe & cannot be made safe                                                         | Approved  | 12/16/2025    |

|       |            |                         |                                                      |                                                                                                        |           |            |
|-------|------------|-------------------------|------------------------------------------------------|--------------------------------------------------------------------------------------------------------|-----------|------------|
| 25328 | 12/9/2025  | 2. Tree Removal/Pruning | NW Corner of Santa Rita and Ocean                    | EVALUATION: 2 Monterey pines ~65 ft, 1 Santa Cruz Ironwood 12ft PRUNING: deadwood REMOVAL: 1 declining | Approved  | 12/8/2025  |
| 25329 | 12/9/2025  | 2. Tree Removal/Pruning | Lincoln 2 NW of 3rd                                  | EVALUATION: 3 very tall Monterey pines                                                                 | Approved  | 12/10/2025 |
| 25330 | 12/10/2025 | 2. Tree Removal/Pruning | Lopez 3NW of 4th                                     | Really, really dead oak tree in City ROW                                                               | In Review |            |
| 25331 | 12/10/2025 | 1. Tree Evaluation      | Lincoln 2 NE of 3rd                                  | 1- 36" pine tree                                                                                       | In Review |            |
| 25332 | 12/10/2025 | 2. Tree Removal/Pruning | Junipero 6 NE of 8th                                 | 1 double spar pine tree                                                                                | Approved  | 12/18/2025 |
| 25333 | 12/15/2025 | 2. Tree Removal/Pruning | southwest corner of 4th and carpenter Carmel ca      | Remove one mature Cypress tree                                                                         | In Review |            |
| 25334 | 12/17/2025 | 2. Tree Removal/Pruning | San Carlos 2 NE of 1st                               | EVALUATION: 1 pine tree PRUNING: same- you determine if unsafe & cannot be made safe                   | In Review | 12/16/2025 |
| 25335 | 12/18/2025 | 2. Tree Removal/Pruning | SE Corner of Monte Verde and 3rd                     | REMOVAL: 2 oak trees over the driveway                                                                 | Approved  | 12/22/2025 |
| 25336 | 12/19/2025 | 1. Tree Evaluation      | NE Corner of Lincoln and 9th                         | EVALUATION: 1 Acacia for possible removal                                                              | In Review |            |
| 25337 | 12/19/2025 | 2. Tree Removal/Pruning | SE Corner of Guadalupe and 3rd                       | Dead pine                                                                                              | In Review |            |
| 25338 | 12/19/2025 | 2. Tree Removal/Pruning | SW Corner of Mission and 1st                         | 1 pine tree in the back yard                                                                           | In Review |            |
| 25339 | 12/22/2025 | 4. Emergency Tree Work  | SW corner of Flanders and Acacia way                 | Dead tree on private property based on notice we received from city                                    | Approved  | 12/23/2025 |
| 25340 | 12/22/2025 | 1. Tree Evaluation      | SE Corner of 5th and Mission                         | Large, we believe Cypress tree. Single                                                                 | In Review |            |
| 25341 | 12/26/2025 | 2. Tree Removal/Pruning | West of front deck at Casanova 4 SE of 12th Avenue   | Coastal Oak Removal                                                                                    | In Review |            |
| 25342 | 12/31/2025 | 1. Tree Evaluation      | Guadalupe St 2 NW of 7th Carmel by the Sea, CA 93921 | Replace old failing retaining wall with engineered soldier pile retaining wall                         | In Review |            |
|       |            |                         |                                                      |                                                                                                        |           |            |

Total Records: 26

1/5/2026



# CITY OF CARMEL-BY-THE-SEA

## Monthly Report

Public Safety

December 2025

|                      |                                          |
|----------------------|------------------------------------------|
| <b>TO:</b>           | Honorable Mayor and City Council Members |
| <b>SUBMITTED BY:</b> | Todd Trayer, Chief of Police             |
| <b>APPROVED BY:</b>  | Brandon Swanson, City Administrator      |

### FIRE/AMBULANCE REPORT

Summary of Carmel Fire & Ambulance's December Calls for Service.

### FIRE/AMBULANCE PERFORMANCE MEASURE

The performance goal for Code-3 (life threatening emergency-lights & siren) ambulance calls with a response time of 5 minutes or less from dispatch to arrival is 95%. For the month of December 2025, the fire/ambulance was unable to meet those performance measures. The response time was 93% being under a five-minute response time with six (6) code-3 calls over 5 minutes.

Total number of combined incidents for Fire/Ambulance: **113** with an average response time: **3:11 min.**

There were **83** Fire/Ambulance Code 3 medical calls for service – With six (6) calls receiving a response over 5:00 min.

### Fire/Ambulance Calls Outside of Carmel

Carmel Fire/Ambulance responded to an additional **56** incidents **outside of CBTS**. Those 56 calls took an average of **11:59** minutes response time.

**Code 3 Events Over 5 minutes = 5 out of 72 total calls:** (All in Carmel-by-the-Sea)

### SERVICE CALLS

1. 251223-MNT10036 12/23/2025 7:05 p.m. 5:44 min. Rio Rd. and Lasuen Dr.: Delay due to weather and distance.
2. 251224-MNT10051 12/24/2025 12:49 p.m. 5:28 min. Lincoln St. and 3<sup>rd</sup> Ave.: Delay due to second call in Carmel.
3. 251224-MNT10057 12/24/2025 3:07 a.m. 5:47 min. Monte Verde St. and 4<sup>th</sup> Ave.: Delay due to weather.
4. 251215-MNT09740 12/15/2025 4:08 a.m. 6:06 min. 3<sup>rd</sup> Ave. and Lobos St.: Delay due to time of day.

5. 251224-MNT10053 12/24/2025 12:49 a.m. 8:28 min. Junipero Ave. and 10<sup>th</sup> Ave.: Delay due to multiple calls in Carmel.
6. 251227-MNT10230 12/27/2025 2:48 p.m. 7:41 min. Ocean Ave. and Lincoln: Delay due to traffic.

**Attachments:**

1. RESPONSE SUMMARY REPORT BY INCIDENT TYPE 27060 CARMEL-BY-THE-SEA Alarm Date From: 12/01/2025 To: 12/31/2025
  - a. This shows all calls for service for Fire/Ambulance within Carmel-by-the-Sea
2. CARMEL-BY-THE-SEA DECEMBER 2025 Response Summary Report by Incident Type
  - a. This shows a graph of the calls within Carmel-by-the-Sea, the average response time, and % under 5 minutes.
3. RESPONSE SUMMARY REPORT BY DISTRICT 27015 CARMEL-BY-THE-SEA FIRE AMBULANCE Alarm Date From: 12/01/2025 To: 12/31/2025
  - a. This shows all the calls for service outside of Carmel-by-the-Sea that our Fire/Ambulance responded to.
4. CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT DECEMBER 2025 Response Summary Report by District Type
  - a. This shows a graph of the outside districts, the average response time and % under 5 minutes
5. Countywide Map
  - a. This map was provided to show the current boundaries of districts for Fire/Ambulance response (shows the map for items 3 and 4 above).



RESPONSE SUMMARY REPORT BY DISTRICT  
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE  
Alarm Date From: 12/01/2025 To: 12/31/2025



| Incident                                         | Alarm Date          | Incident Number | Response Time | Combined Address           | Cross Street | Priority |
|--------------------------------------------------|---------------------|-----------------|---------------|----------------------------|--------------|----------|
| CARMEL HIGHLANDS                                 |                     |                 |               |                            |              |          |
| EMS call, excluding vehicle accident with injury | 12/9/2025 9:21 AM   | 251209-MNT09562 | 00:08:56      | 100 CREST ROAD             |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/10/2025 10:42 AM | 251210-MNT09597 | 00:12:39      | 193 SAN REMO ROAD          |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/7/2025 1:42 PM   | 251207-MNT09499 | 00:10:19      | 163 SPINDRIFT ROAD         |              | 3        |
| Motor vehicle accident with injuries             | 12/28/2025 4:40 PM  | 251228-MNT10269 | 00:07:01      | HWY 1                      | RIBERA RD    | 3        |
| 4                                                |                     |                 | 0:09:44       |                            |              |          |
| CARMEL VALLEY                                    |                     |                 |               |                            |              |          |
| Building fire                                    | 12/16/2025 5:15 AM  | 251216-MNT09767 | 00:19:46      | 9301 HOLT ROAD             |              | 2        |
| EMS call, excluding vehicle accident with injury | 12/5/2025 2:12 PM   | 251205-MNT09436 | 00:12:06      | 9500 CENTER STREET         |              | 3        |
| 2                                                |                     |                 | 0:15:56       |                            |              |          |
| CYPRESS                                          |                     |                 |               |                            |              |          |
| Medical assist, assist EMS crew                  | 12/15/2025 10:45 AM | 251215-MNT09748 | 00:07:00      | 3650 RIO ROAD              |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/1/2025 10:47 AM  | 251201-MNT09329 | 00:04:00      | 25665 MESA DRIVE           |              | 2        |
| EMS call, excluding vehicle accident with injury | 12/12/2025 7:20 PM  | 251212-MNT09675 | 00:02:42      | 24739 DOLORES STREET       |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/24/2025 1:51 AM  | 251224-MNT10055 | 00:04:59      | DOLORES STREET             | VISTA AVE    | 3        |
| EMS call, excluding vehicle accident with injury | 12/29/2025 9:41 PM  | 251229-MNT10312 | 00:05:41      | 26245 CARMEL RANCHO BOULEV |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/9/2025 6:21 AM   | 251209-MNT09559 | 00:05:51      | HWY 1                      | OCEAN AVE    | 3        |
| EMS call, excluding vehicle accident with injury | 12/20/2025 5:43 AM  | 251220-MNT09906 | 00:06:10      | 26245 CARMEL RANCHO BOULEV |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/22/2025 11:36 AM | 251222-MNT09992 | 00:08:04      | 3850 RIO ROAD              |              | 2        |
| EMS call, excluding vehicle accident with injury | 12/19/2025 5:58 PM  | 251219-MNT09891 | 00:07:39      | 26398 ISABELLA AVENUE      |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/28/2025 5:44 AM  | 251228-MNT10255 | 00:07:01      | 26245 CARMEL RANCHO BOULEV |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/22/2025 10:15 AM | 251222-MNT09982 | 00:05:22      | 26201 MESA DRIVE           |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/13/2025 7:40 AM  | 251213-MNT09692 | 00:06:51      | 2310 BAY VIEW AVENUE       |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/17/2025 8:52 AM  | 251217-MNT09814 | 00:05:00      | 3775 RIO ROAD              |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/29/2025 5:45 AM  | 251229-MNT10288 | 00:07:58      | 25865 RIO VISTA DRIVE      |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/24/2025 9:39 AM  | 251224-MNT10080 | 00:03:39      | 26045 MESA DRIVE           |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/20/2025 10:06 AM | 251220-MNT09912 | 00:05:44      | 2640 14TH AVENUE           |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/16/2025 9:08 AM  | 251216-MNT09770 | 00:05:38      | 4380 CARMEL VALLEY ROAD    |              | 3        |
| EMS call, excluding vehicle accident with injury | 12/2/2025 4:10 PM   | 251202-MNT09371 | 00:06:15      | 26245 CARMEL RANCHO BOULEV |              | 3        |
| 18                                               |                     |                 | 0:05:52       |                            |              |          |
| DEL REY OAKS                                     |                     |                 |               |                            |              |          |
| EMS call, excluding vehicle accident with injury | 12/6/2025 9:25 PM   | 251206-MNT09480 | 00:09:03      | 815 CANYON DEL REY BOULEVA |              | 3        |
| 1                                                |                     |                 | 0:09:03       |                            |              |          |

| Incident                                         | Alarm Date          | Incident Number | Response Time | Combined Address       | Cross Street  | Priority |
|--------------------------------------------------|---------------------|-----------------|---------------|------------------------|---------------|----------|
| MARINA                                           |                     |                 |               |                        |               |          |
| EMS call, excluding vehicle accident with injury | 12/13/2025 9:29 AM  | 251213-MNT09695 | 00:15:11      | 187 PALM AVENUE        |               | 3        |
| 1                                                |                     |                 | 0:15:11       |                        |               |          |
| MID-COAST                                        |                     |                 |               |                        |               |          |
| EMS call, excluding vehicle accident with injury | 12/21/2025 6:37 PM  | 251221-MNT09966 | 00:14:43      | HWY 1                  | SOBERANES CRK | 3        |
| No incident found on arrival at dispatch address | 12/27/2025 2:42 PM  | 251227-MNT10229 | 00:18:47      | KLEISNER RANCH ROAD    | HWY 1         | 3        |
| 2                                                |                     |                 | 0:16:45       |                        |               |          |
| MONTEREY                                         |                     |                 |               |                        |               |          |
| EMS call, excluding vehicle accident with injury | 12/23/2025 2:28 PM  | 251223-MNT10030 | 00:09:14      | 309 HIGH STREET        |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/12/2025 1:46 PM  | 251212-MNT09658 | 00:08:28      | 10TH STREET            | SLOAT AVE     | 3        |
| EMS call, excluding vehicle accident with injury | 12/30/2025 7:44 AM  | 251230-MNT10316 | 00:12:04      | 456 PINE STREET        |               | 2        |
| EMS call, excluding vehicle accident with injury | 12/19/2025 6:59 PM  | 251219-MNT09895 | 00:05:00      | 23795 HOLMAN HIGHWAY   |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/26/2025 2:59 PM  | 251226-MNT10195 | 00:11:44      | 100 HAWTHORNE STREET   |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/10/2025 6:17 PM  | 251210-MNT09610 | 00:06:27      | 724 CYPRESS STREET     |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/27/2025 6:26 PM  | 251227-MNT10242 | 00:09:28      | 200 IRIS CANYON ROAD   |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/29/2025 2:14 PM  | 251229-MNT10301 | 00:08:55      | 576 HARTNELL STREET    |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/10/2025 6:17 PM  | 251210-MNT09610 | 00:06:27      | 724 CYPRESS STREET     |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/9/2025 1:48 PM   | 251209-MNT09573 | 00:12:40      | 980 FREMONT STREET     |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/5/2025 7:12 PM   | 251205-MNT09442 | 00:07:35      | 3202 GOLDEN OAKS LANE  |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/3/2025 5:58 AM   | 251203-MNT09382 | 00:13:02      | 829 DOUD AVENUE        |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/1/2025 9:39 AM   | 251201-MNT09327 | 00:08:13      | 570 OCEAN AVENUE       |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/7/2025 5:30 AM   | 251207-MNT09489 | 00:10:18      | 642 TAYLOR STREET      |               | 3        |
| 14                                               |                     |                 | 0:09:15       |                        |               |          |
| PACIFIC GROVE                                    |                     |                 |               |                        |               |          |
| EMS call, excluding vehicle accident with injury | 12/1/2025 5:17 AM   | 251201-MNT09319 | 00:14:40      | 116 2ND STREET         |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/31/2025 11:35 AM | 251231-MNT10353 | 00:12:42      | SUNSET DRIVE           | PICO AVE      | 3        |
| EMS call, excluding vehicle accident with injury | 12/20/2025 5:15 PM  | 251220-MNT09926 | 00:12:45      | 686 PINE AVENUE        |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/7/2025 9:20 AM   | 251207-MNT09493 | 00:10:47      | 1009 BRENTWOOD COURT   |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/9/2025 7:03 PM   | 251209-MNT09585 | 00:20:59      | 983 RANSFORD AVENUE    |               | 3        |
| 5                                                |                     |                 | 0:14:23       |                        |               |          |
| PEBBLE BEACH                                     |                     |                 |               |                        |               |          |
| EMS call, excluding vehicle accident with injury | 12/16/2025 1:42 PM  | 251216-MNT09784 | 00:14:14      | 2893 SLOAT ROAD        |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/5/2025 11:38 AM  | 251205-MNT09433 | 00:16:19      | 1052 SAN CARLOS ROAD   |               | 2        |
| EMS call, excluding vehicle accident with injury | 12/25/2025 7:17 PM  | 251225-MNT10169 | 00:07:08      | 1500 CYPRESS DRIVE     |               | 3        |
| EMS call, excluding vehicle accident with injury | 12/18/2025 6:06 AM  | 251218-MNT09841 | 00:12:41      | 2818 FOREST LODGE ROAD |               | 3        |
| Motor vehicle accident with injuries             | 12/26/2025 5:01 AM  | 251226-MNT10176 | 00:10:19      | HWY 68                 | SFB MORSE DR  | 3        |
| Motor vehicle accident with injuries             | 12/2/2025 5:12 PM   | 251202-MNT09374 | 00:07:11      | HWY 68                 | HAUL RD       | 3        |
| Motor vehicle accident with no injuries.         | 12/23/2025 7:19 PM  | 251223-MNT10037 | 00:06:02      | HOLMAN HWY ROUNDABOUT  | HOLMAN HWY    | 3        |
| Biological hazard, confirmed or suspected        | 12/28/2025 9:41 AM  | 251228-MNT10258 | 00:11:19      | 1518 CYPRESS DRIVE     |               | 2        |
| 8                                                |                     |                 | 0:10:39       |                        |               |          |



| Incident                                         | Alarm Date        | Incident Number | Response Time | Combined Address     | Cross Street | Priority |
|--------------------------------------------------|-------------------|-----------------|---------------|----------------------|--------------|----------|
| <b>SEASIDE</b>                                   |                   |                 |               |                      |              |          |
| EMS call, excluding vehicle accident with injury | 12/4/2025 8:35 AM | 251204-MNT09411 | 00:13:06      | 1530 YOSEMITE STREET |              | 3        |

**1****0:13:06**

|                                    |                |
|------------------------------------|----------------|
| <b>Code 2 Calls</b>                | <b>6</b>       |
| <b>Code 3 Calls</b>                | <b>50</b>      |
| <b>Total # of Incidents</b>        | <b>56</b>      |
| <b>Total Average Response Time</b> | <b>0:11:59</b> |



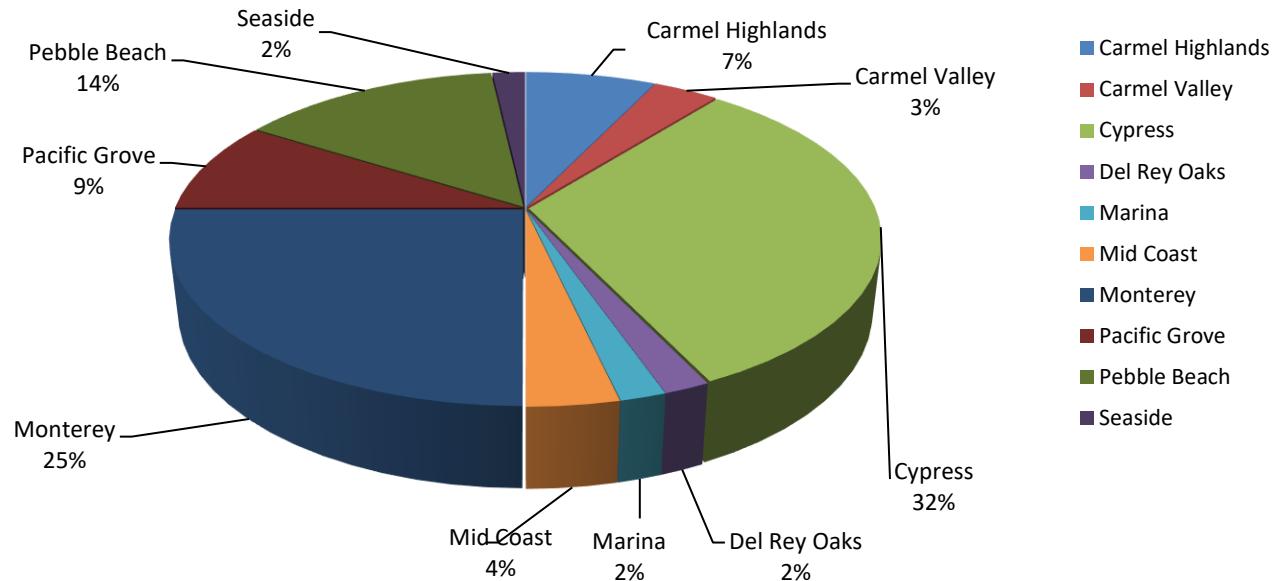
# CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT DECEMBER 2025 Response Summary Report by District Type

| <u>District Response</u> | <u>Number</u> | <u>Average Response Time</u> |
|--------------------------|---------------|------------------------------|
| Carmel Highlands         | 4             | 9:44                         |
| Carmel Valley            | 2             | 15:56                        |
| Cypress                  | 18            | 5:52                         |
| Del Rey Oaks             | 1             | 9:03                         |
| Marina                   | 1             | 15:11                        |
| Mid Coast                | 2             | 16:45                        |
| Monterey                 | 14            | 9:15                         |
| Pacific Grove            | 5             | 14:23                        |
| Pebble Beach             | 8             | 10:39                        |
| Seaside                  | 1             | 13:06                        |

Total Responses

56

11:59



Total Code 3 Calls:

83

CFA Response Times for Code 3

Calls ≤ 5 minutes:

93%



RESPONSE SUMMARY REPORT BY INCIDENT TYPE  
27060 CARMEL-BY-THE-SEA  
Alarm Date From: 12/01/2025 To: 12/31/2025



| Incident                                         | Alarm Date          | Incident Number | Response Time | Combined Address      | Cross Street        | Priority |
|--------------------------------------------------|---------------------|-----------------|---------------|-----------------------|---------------------|----------|
| 100 Series (Fires)                               |                     |                 |               |                       |                     |          |
| Fires in structure other than in a building      | 12/26/2025 7:39 AM  | 251226-MNT10178 | 00:03:45      | 8TH AVENUE            | CARMELO ST          | 3        |
| Trash or rubbish fire, contained                 | 12/12/2025 11:51 AM | 251212-MNT09652 | 00:04:40      | SAN CARLOS STREET     | 7TH AVE             | 2        |
| Outside rubbish, trash or waste fire             | 12/16/2025 1:23 PM  | 251216-MNT09780 | 00:02:31      | OCEAN AVENUE          | LINCOLN ST          | 2        |
| 3                                                |                     |                 | 0:03:39       |                       |                     |          |
| 300-321 Series (EMS)                             |                     |                 |               |                       |                     |          |
| Medical assist, assist EMS crew                  | 12/2/2025 8:50 AM   | 251202-MNT09353 | 00:01:26      | DOLORES STREET        | 5TH AVE             | 3        |
| Medical assist, assist EMS crew                  | 12/26/2025 1:09 PM  | 251226-MNT10192 | 00:01:17      | MISSION STREET        | OCEAN AVE           | 3        |
| Medical assist, assist EMS crew                  | 12/26/2025 5:15 PM  | 251226-MNT10201 | 00:03:48      | LINCOLN STREET        | 8TH AVE             | 3        |
| Medical assist, assist EMS crew                  | 12/27/2025 2:40 AM  | 251227-MNT10211 | 00:04:50      | ALTA AVENUE           | MISSION ST          | 3        |
| Medical assist, assist EMS crew                  | 12/27/2025 4:03 PM  | 251227-MNT10234 | 00:01:51      | SCENIC ROAD           | 8TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/1/2025 1:02 PM   | 251201-MNT09334 | 00:00:34      | DOLORES STREET        | 6TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/2/2025 10:56 AM  | 251202-MNT09357 | 00:01:03      | JUNIPERO AVENUE       | 6TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/2/2025 2:05 PM   | 251202-MNT09365 | 00:03:27      | SCENIC ROAD           | 10TH AVE            | 3        |
| EMS call, excluding vehicle accident with injury | 12/3/2025 11:25 AM  | 251203-MNT09388 | 00:04:09      | LINCOLN STREET        | 8TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/3/2025 9:58 PM   | 251203-MNT09400 | 00:04:02      | LINCOLN STREET        | 13TH AVE            | 3        |
| EMS call, excluding vehicle accident with injury | 12/4/2025 6:46 PM   | 251204-MNT09419 | 00:01:08      | JUNIPERO AVENUE       | 6TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/5/2025 5:43 PM   | 251205-MNT09441 | 00:03:44      | LOPEZ AVENUE          | 4TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/6/2025 9:08 AM   | 251206-MNT09456 | 00:03:46      | 25995 RIDGEWOOD ROAD  |                     | 3        |
| EMS call, excluding vehicle accident with injury | 12/6/2025 11:36 PM  | 251206-MNT09483 | 00:04:16      | CARMELO STREET        | 9TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/7/2025 4:21 AM   | 251207-MNT09485 | 00:03:09      | 4TH AVENUE            | DOLORES ST          | 3        |
| EMS call, excluding vehicle accident with injury | 12/7/2025 3:27 PM   | 251207-MNT09507 | 00:02:39      | CARPENTER STREET      | 4TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/7/2025 8:12 PM   | 251207-MNT09514 | 00:03:15      | 3080 RIO ROAD         |                     | 3        |
| EMS call, excluding vehicle accident with injury | 12/8/2025 7:18 PM   | 251208-MNT09547 | 00:02:51      | DOLORES STREET        | 3RD AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/8/2025 10:15 PM  | 251208-MNT09553 | 00:03:00      | TORRES STREET         | S MOUNTAIN VIEW AVE | 3        |
| EMS call, excluding vehicle accident with injury | 12/10/2025 2:35 PM  | 251210-MNT09602 | 00:01:49      | 5100-519 LOBOS STREET | 3RD STREET          | 3        |
| EMS call, excluding vehicle accident with injury | 12/10/2025 2:35 PM  | 251210-MNT09603 | 00:01:27      | LINCOLN STREET        | 5TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/10/2025 3:48 PM  | 251210-MNT09606 | 00:02:30      | DOLORES STREET        | 13TH AVE            | 3        |
| EMS call, excluding vehicle accident with injury | 12/12/2025 5:49 PM  | 251212-MNT09671 | 00:01:36      | LINCOLN STREET        | 6TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/13/2025 8:38 PM  | 251213-MNT09713 | 00:02:16      | JUNIPERO AVENUE       | 4TH AVE             | 2        |
| EMS call, excluding vehicle accident with injury | 12/16/2025 1:35 PM  | 251216-MNT09781 | 00:00:02      | 6TH AVENUE            | MISSION STREET      | 3        |
| EMS call, excluding vehicle accident with injury | 12/16/2025 3:28 PM  | 251216-MNT09791 | 00:04:35      | 11TH AVENUE           | SAN ANTONIO AVE     | 3        |

| Incident                                         | Alarm Date          | Incident Number | Response Time | Combined Address        | Cross Street         | Priority |
|--------------------------------------------------|---------------------|-----------------|---------------|-------------------------|----------------------|----------|
| 300-321 Series (EMS) cont.                       |                     |                 |               |                         |                      |          |
| EMS call, excluding vehicle accident with injury | 12/16/2025 7:54 PM  | 251216-MNT09799 | 00:03:27      | TORRES STREET           | 2ND AVE              | 3        |
| EMS call, excluding vehicle accident with injury | 12/17/2025 10:08 AM | 251217-MNT09816 | 00:01:38      | DOLORES STREET          | 5TH AVE              | 3        |
| EMS call, excluding vehicle accident with injury | 12/18/2025 2:55 PM  | 251218-MNT09854 | 00:02:34      | CASANOVA STREET         | 10TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/19/2025 4:36 AM  | 251219-MNT09868 | 00:04:13      | CAMINO REAL STREET      | 11TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/19/2025 9:37 AM  | 251219-MNT09875 | 00:02:17      | JUNIPERO AVENUE         | OCEAN AVE            | 3        |
| EMS call, excluding vehicle accident with injury | 12/20/2025 10:59 AM | 251220-MNT09917 | 00:04:35      | CARMELO STREET          | 11TH AVE             | 3        |
| EMS call, excluding vehicle accident with injury | 12/20/2025 1:40 PM  | 251220-MNT09922 | 00:02:14      | JUNIPERO AVENUE         | OCEAN AVE            | 3        |
| EMS call, excluding vehicle accident with injury | 12/21/2025 10:31 AM | 251221-MNT09952 | 00:02:39      | SAN CARLOS STREET       | 7TH AVE              | 3        |
| EMS call, excluding vehicle accident with injury | 12/22/2025 8:13 PM  | 251222-MNT10006 | 00:02:51      | MISSION STREET          | 5TH AVE              | 3        |
| EMS call, excluding vehicle accident with injury | 12/24/2025 12:40 AM | 251224-MNT10050 | 00:03:50      | DOLORES STREET          | 5TH AVE              | 3        |
| EMS call, excluding vehicle accident with injury | 12/25/2025 12:31 PM | 251225-MNT10148 | 00:00:36      | MISSION STREET          | 8TH AVE              | 3        |
| EMS call, excluding vehicle accident with injury | 12/26/2025 11:14 AM | 251226-MNT10187 | 00:02:49      | 2957 SANTA LUCIA AVENUE |                      | 3        |
| EMS call, excluding vehicle accident with injury | 12/30/2025 1:58 PM  | 251230-MNT10322 | 00:03:54      | LOPEZ AVENUE            | 2ND AVE              | 3        |
| EMS call, excluding vehicle accident with injury | 12/31/2025 5:55 PM  | 251231-MNT10365 | 00:01:38      | DOLORES STREET          | 5TH AVE              | 3        |
| 40                                               |                     |                 | 0:02:42       |                         |                      |          |
| 322-399 Series (Rescues)                         |                     |                 |               |                         |                      |          |
| Motor vehicle accident with injuries             | 12/5/2025 7:08 AM   | 251205-MNT09428 | 00:02:46      | 3RD AVENUE              | JUNIPERO AVE         | 3        |
| 1                                                |                     |                 | 0:02:46       |                         |                      |          |
| 400 Series (Hazardous Material)                  |                     |                 |               |                         |                      |          |
| Gas leak (natural gas or LPG)                    | 12/6/2025 6:03 PM   | 251206-MNT09470 | 00:02:28      | TORRES STREET           | 5TH AVE              | 3        |
| Gas leak (natural gas or LPG)                    | 12/24/2025 9:21 AM  | 251224-MNT10079 | 00:05:52      | SAN CARLOS STREET       | CAMINO DEL MONTE AVE | 2        |
| Electrical wiring/equipment problem, other       | 12/23/2025 7:05 PM  | 251223-MNT10036 | 00:05:44      | RIO ROAD                | LASUEN DR            | 3        |
| Electrical wiring/equipment problem, other       | 12/24/2025 9:20 AM  | 251224-MNT10077 | 00:02:26      | CARMELO STREET          | 7TH AVE              | 3        |
| Electrical wiring/equipment problem, other       | 12/24/2025 2:05 PM  | 251224-MNT10087 | 00:04:03      | 10TH AVENUE             | CASANOVA ST          | 3        |
| Electrical wiring/equipment problem, other       | 12/24/2025 2:06 PM  | 251224-MNT10088 | 00:02:33      | DOLORES STREET          | 1ST AVE              | 3        |
| Power line down                                  | 12/2/2025 2:51 PM   | 251202-MNT09369 | 00:04:44      | SAN ANTONIO AVENUE      | 8TH AVE              | 3        |
| Power line down                                  | 12/23/2025 9:24 PM  | 251223-MNT10040 | 00:02:21      | SAN ANTONIO AVENUE      | 7TH AVE              | 3        |
| Power line down                                  | 12/24/2025 12:49 AM | 251224-MNT10051 | 00:05:28      | LINCOLN STREET          | 3RD AVE              | 3        |
| Power line down                                  | 12/24/2025 3:07 AM  | 251224-MNT10057 | 00:05:47      | MONTE VERDE STREET      | 4TH AVE              | 3        |
| Power line down                                  | 12/24/2025 7:43 AM  | 251224-MNT10069 | 00:01:36      | DEL MAR AVENUE          | OCEAN AVE            | 3        |
| Power line down                                  | 12/24/2025 9:01 AM  | 251224-MNT10074 | 00:04:14      | CAMINO REAL STREET      | 12TH AVE             | 3        |
| Power line down                                  | 12/24/2025 2:39 PM  | 251224-MNT10090 | 00:05:18      | SAN ANTONIO AVENUE      | 13TH AVE             | 2        |
| Power line down                                  | 12/25/2025 5:48 AM  | 251225-MNT10116 | 00:05:05      | TORRES STREET           | 1ST AVE              | 2        |
| Power line down                                  | 12/25/2025 7:05 AM  | 251225-MNT10122 | 00:02:32      | GUADALUPE STREET        | 3RD AVE              | 3        |
| Power line down                                  | 12/25/2025 7:25 AM  | 251225-MNT10124 | 00:01:57      | 7TH AVENUE              | CASANOVA ST          | 3        |
| Power line down                                  | 12/25/2025 7:28 AM  | 251225-MNT10126 | 00:03:36      | LINCOLN STREET          | 2ND AVE              | 3        |
| Power line down                                  | 12/27/2025 7:31 PM  | 251227-MNT10245 | 00:04:18      | CASANOVA STREET         | 8TH AVE              | 3        |

| Incident                                         | Alarm Date          | Incident Number | Response Time | Combined Address         | Cross Street       | Priority |
|--------------------------------------------------|---------------------|-----------------|---------------|--------------------------|--------------------|----------|
|                                                  |                     | 18              | 0:03:53       |                          |                    |          |
| 500 & 600 Series (Service Calls)                 |                     |                 |               |                          |                    |          |
| Person in distress, other                        | 12/23/2025 11:47 PM | 251223-MNT10045 | 00:03:44      | VIZCAINO                 | FLANDERS WAY       | 2        |
| Lock-out                                         | 12/28/2025 4:43 PM  | 251228-MNT10270 | 00:06:14      | 8TH AVENUE               | CARMELO ST         | 2        |
| Water or steam leak                              | 12/1/2025 4:43 PM   | 251201-MNT09339 | 00:05:31      | TORRES STREET            | 11TH AVE           | 2        |
| Smoke or odor removal                            | 12/26/2025 11:09 AM | 251226-MNT10185 | 00:02:36      | JUNIPERO AVENUE          | OCEAN AVE          | 3        |
| Public service assistance, other                 | 12/25/2025 12:19 PM | 251225-MNT10147 | 00:06:34      | SCENIC ROAD              | 8TH AVE            | 2        |
| Public service                                   | 12/4/2025 12:14 AM  | 251204-MNT09402 | 00:04:48      | CARMELO STREET           | 9TH AVE            | 3        |
| Public service                                   | 12/15/2025 2:52 AM  | 251215-MNT09739 | 00:04:58      | 2ND AVENUE               | SANTA RITA ST      | 3        |
| Public service                                   | 12/20/2025 5:39 PM  | 251220-MNT09928 | 00:04:39      | SANTA RITA STREET        | 2ND AVE            | 2        |
| Public service                                   | 12/21/2025 5:23 AM  | 251221-MNT09946 | 00:03:05      | SAN CARLOS STREET        | 7TH AVE            | 3        |
| Public service                                   | 12/24/2025 9:10 AM  | 251224-MNT10076 | 00:00:31      | DOLORES STREET           | 5TH AVE            | 2        |
| Public service                                   | 12/24/2025 11:39 PM | 251224-MNT10108 | 00:05:43      | VIZCAINO                 | FLANDERS WAY       | 2        |
| Public service                                   | 12/25/2025 8:31 AM  | 251225-MNT10130 | 00:02:56      | MISSION STREET           | 1ST AVE            | 3        |
| Public service                                   | 12/27/2025 11:08 AM | 251227-MNT10221 | 00:04:14      | MONTE VERDE STREET       | 8TH AVE            | 2        |
| Public service                                   | 12/29/2025 11:11 AM | 251229-MNT10293 | 00:03:27      | TORRES STREET            | 6TH AVE            | 3        |
| Public service                                   | 12/31/2025 10:28 AM | 251231-MNT10348 | 00:06:13      | LINCOLN STREET           | 13TH AVE           | 2        |
| Assist invalid                                   | 12/11/2025 3:16 AM  | 251211-MNT09622 | 00:06:51      | ESCOLLE WAY              | PERRY NEWBERRY WAY | 2        |
| Assist invalid                                   | 12/24/2025 4:47 PM  | 251224-MNT10097 | 00:03:47      | MONTE VERDE STREET       | 8TH AVE            | 2        |
| Assist invalid                                   | 12/25/2025 8:09 AM  | 251225-MNT10128 | 00:01:06      | VIZCAINO                 | FLANDERS WAY       | 2        |
| Dispatched & canceled en route                   | 12/14/2025 8:21 PM  | 251214-MNT09729 | 00:03:30      | NORTH SAN ANTONIO AVENUE | 2ND AVE            | 3        |
| No incident found on arrival at dispatch address | 12/4/2025 7:49 AM   | 251204-MNT09409 | 00:03:29      | LINCOLN STREET           | 13TH AVE           | 3        |
| No incident found on arrival at dispatch address | 12/6/2025 2:59 PM   | 251206-MNT09464 | 00:04:39      | LOBOS STREET             | 3RD AVE            | 2        |
| No incident found on arrival at dispatch address | 12/8/2025 5:25 AM   | 251208-MNT09524 | 00:02:51      | 5TH AVENUE               | DOLORES ST         | 3        |
| No incident found on arrival at dispatch address | 12/15/2025 4:08 AM  | 251215-MNT09740 | 00:06:06      | 3RD AVENUE               | LOBOS ST           | 3        |
| No incident found on arrival at dispatch address | 12/15/2025 5:09 PM  | 251215-MNT09758 | 00:03:21      | SAN CARLOS STREET        | 4TH AVE            | 3        |
| No incident found on arrival at dispatch address | 12/22/2025 8:43 AM  | 251222-MNT09979 | 00:06:46      | SANTA LUCIA AVENUE       | SCENIC RD          | 2        |
| No incident found on arrival at dispatch address | 12/24/2025 12:49 AM | 251224-MNT10053 | 00:08:28      | JUNIPERO AVENUE          | 10TH AVE           | 3        |
| No incident found on arrival at dispatch address | 12/29/2025 11:47 AM | 251229-MNT10296 | 00:03:13      | TORRES STREET            | 2ND AVE            | 2        |
|                                                  |                     | 27              | 0:04:25       |                          |                    |          |
| 700 Series (False Alarms)                        |                     |                 |               |                          |                    |          |
| Smoke detector activation due to malfunction     | 12/23/2025 11:00 PM | 251223-MNT10042 | 00:05:38      | SCENIC ROAD              | 8TH AVE            | 2        |
| Smoke detector activation due to malfunction     | 12/30/2025 7:02 PM  | 251230-MNT10335 | 00:04:29      | NORTH CAMINO REAL        | 2ND AVE            | 2        |
| Heat detector activation due to malfunction      | 12/25/2025 8:04 PM  | 251225-MNT10171 | 00:03:16      | OCEAN AVENUE             | MONTE VERDE ST     | 3        |
| Alarm system sounded due to malfunction          | 12/11/2025 9:54 PM  | 251211-MNT09639 | 00:03:18      | MONTE VERDE STREET       | 7TH AVE            | 2        |
| Alarm system sounded due to malfunction          | 12/19/2025 5:59 PM  | 251219-MNT09892 | 00:03:15      | SAN CARLOS STREET        | 7TH AVE            | 3        |
| Alarm system sounded due to malfunction          | 12/24/2025 4:04 AM  | 251224-MNT10061 | 00:07:09      | OCEAN AVENUE             | MONTE VERDE ST     | 2        |
| CO detector activation due to malfunction        | 12/23/2025 11:08 PM | 251223-MNT10043 | 00:02:50      | DOLORES STREET           | 4TH AVE            | 2        |

| Incident                                           | Alarm Date          | Incident Number | Response Time  | Combined Address        | Cross Street       | Priority |
|----------------------------------------------------|---------------------|-----------------|----------------|-------------------------|--------------------|----------|
| <b>700 Series (False Alarms) cont.</b>             |                     |                 |                |                         |                    |          |
| Unintentional transmission of alarm, other         | 12/26/2025 7:28 PM  | 251226-MNT10205 | 00:01:52       | OCEAN AVENUE            | LINCOLN ST         | 3        |
| Unintentional transmission of alarm, other         | 12/27/2025 3:08 AM  | 251227-MNT10212 | 00:02:03       | OCEAN AVENUE            | LINCOLN ST         | 3        |
| Unintentional transmission of alarm, other         | 12/27/2025 2:48 PM  | 251227-MNT10230 | 00:07:41       | OCEAN AVENUE            | LINCOLN ST         | 3        |
| Smoke detector activation, no fire - unintentional | 12/15/2025 12:42 AM | 251215-MNT09734 | 00:03:51       | SAN CARLOS STREET       | 7TH AVE            | 3        |
| Smoke detector activation, no fire - unintentional | 12/21/2025 4:51 AM  | 251221-MNT09945 | 00:04:34       | MONTE VERDE STREET      | 6TH AVE            | 2        |
| Detector activation, no fire - unintentional       | 12/12/2025 1:13 PM  | 251212-MNT09656 | 00:04:08       | TORRES STREET           | 3RD AVE            | 2        |
| Alarm system activation, no fire - unintentional   | 12/3/2025 10:44 PM  | 251203-MNT09401 | 00:01:29       | SAN CARLOS STREET       | 7TH AVE            | 3        |
| Alarm system activation, no fire - unintentional   | 12/22/2025 4:38 PM  | 251222-MNT10001 | 00:04:52       | CAMINO REAL STREET      | 9TH AVE            | 3        |
| Alarm system activation, no fire - unintentional   | 12/25/2025 10:02 AM | 251225-MNT10138 | 00:00:43       | DOLORES STREET          | 4TH AVE            | 3        |
| Alarm system activation, no fire - unintentional   | 12/26/2025 5:51 PM  | 251226-MNT10202 | 00:02:39       | 6TH AVENUE              | MISSION ST         | 3        |
| Alarm system activation, no fire - unintentional   | 12/27/2025 3:34 AM  | 251227-MNT10214 | 00:03:33       | JUNIPERO AVENUE         | 4TH AVE            | 3        |
| Alarm system activation, no fire - unintentional   | 12/27/2025 4:55 PM  | 251227-MNT10236 | 00:01:09       | OCEAN AVENUE            | DOLORES ST         | 3        |
| Alarm system activation, no fire - unintentional   | 12/30/2025 5:12 PM  | 251230-MNT10329 | 00:03:48       | LOBOS 5SW OF 3RD STREET | 3RD AVE            | 3        |
| Alarm system activation, no fire - unintentional   | 12/31/2025 2:47 PM  | 251231-MNT10359 | 00:06:07       | JUNIPERO AVENUE         | 7TH AVE            | 2        |
| Alarm system activation, no fire - unintentional   | 12/31/2025 10:07 PM | 251231-MNT10368 | 00:04:17       | SCENIC ROAD             | 10TH AVE           | 3        |
| Carbon monoxide detector activation, no CO         | 12/19/2025 10:55 AM | 251219-MNT09881 | 00:03:48       | ESCOLLE WAY             | PERRY NEWBERRY WAY | 3        |
| <b>23</b>                                          |                     |                 | <b>0:03:46</b> |                         |                    |          |

**900 Series (Other)**

|                   |                    |                 |                |                 |         |   |
|-------------------|--------------------|-----------------|----------------|-----------------|---------|---|
| Citizen complaint | 12/8/2025 11:11 AM | 251208-MNT09535 | 00:01:11       | CASANOVA STREET | 9TH AVE | 2 |
| <b>1</b>          |                    |                 | <b>0:01:11</b> |                 |         |   |

**Over 5 Minute Response Times Cause of Delay: Code 3 Responses**

251223-MNT10036 E15 delayed due to weather and distance.  
 251224-MNT10051 Delayed due to second call in Carmel.  
 251224-MNT10057 E15 delayed due to weather.  
 251215-MNT09740 E15 delayed due to time of day.  
 251224-MNT10053 E15 delayed due to multiple calls in Carmel and weather.  
 251227-MNT10230 E15 delayed due to traffic.

|                                       |            |
|---------------------------------------|------------|
| Code 2 Calls                          | 30         |
| Code 3 Calls                          | 83         |
| <b>Total # of Incidents</b>           | <b>113</b> |
| <b>% Under 5 Minute Response Time</b> | <b>93%</b> |



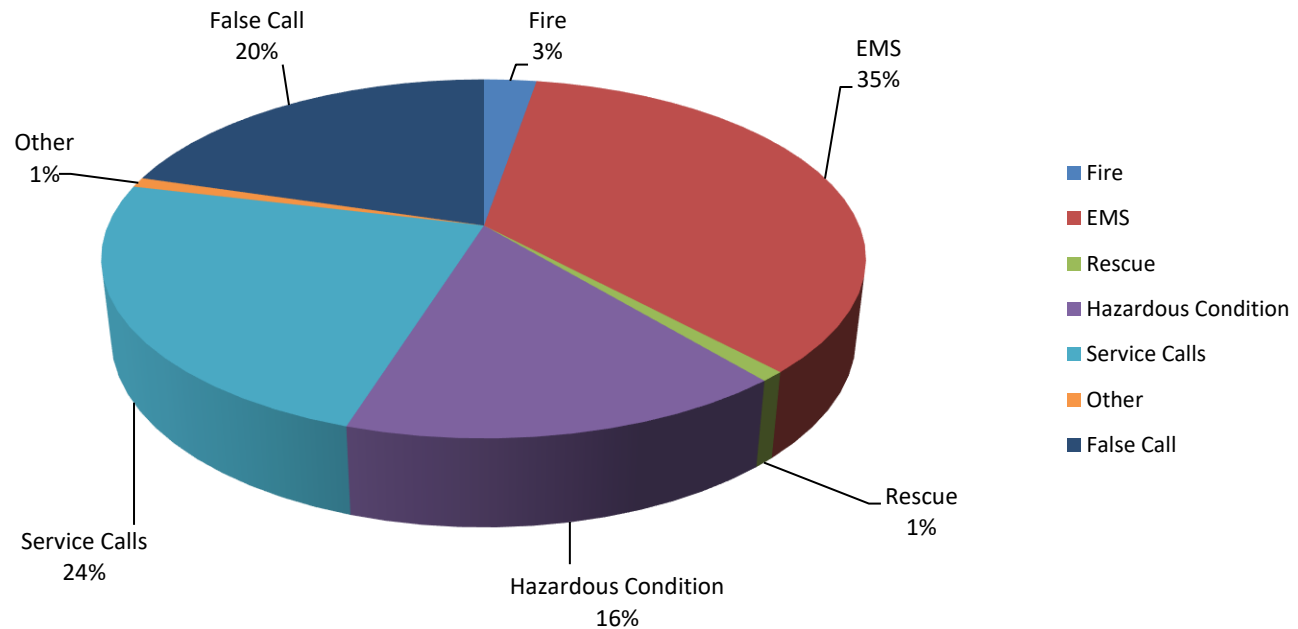
# CARMEL-BY-THE-SEA DECEMBER 2025 Response Summary Report by Incident Type

| Type of Call        | Number | Average Response Time |
|---------------------|--------|-----------------------|
| Fire                | 3      | 3:39                  |
| EMS                 | 40     | 2:42                  |
| Rescue              | 1      | 2:46                  |
| Hazardous Condition | 18     | 3:53                  |
| Service Calls       | 27     | 4:25                  |
| Other               | 1      | 1:11                  |
| False Call          | 23     | 3:46                  |

Total Responses

113

3:11



Total Code 3 Calls:

83

AMB 15 Responses:

56

Response Times for Code 3

Calls ≤ 5 minutes:

93%



## LAFCO of Monterey County

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

## Fire Protection &amp; Emergency Medical Services

## Fire Protection District or CSD

Aromas Tri-County FPD

Cachagua FPD

Carmel Highlands FPD

Cypress FPD

Gonzales Rural FPD

Greenfield FPD

Mission Soledad Rural FPD

Monterey County Regional FPD

Monterey Regional Airport (Airport Property)

North County FPD

Pebble Beach CSD

South Monterey County FPD

## Volunteer Fire Brigade/Company

Big Sur VFB

Mid-Coast VFB

## Emergency Medical Services

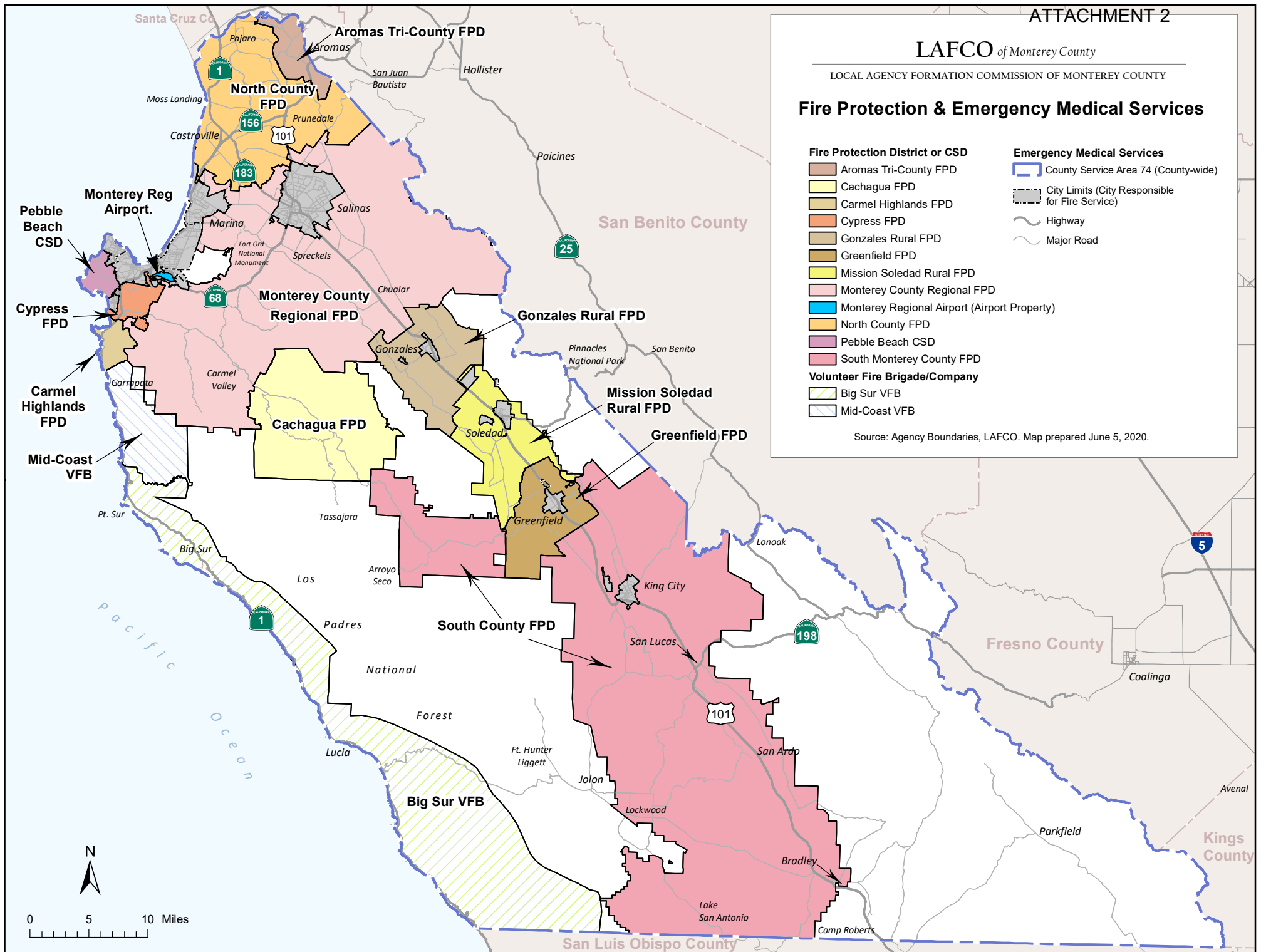
County Service Area 74 (County-wide)

City Limits (City Responsible for Fire Service)

Highway

Major Road

Source: Agency Boundaries, LAFCO. Map prepared June 5, 2020.





## LAFCO of Monterey County

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

## Fire Protection Responsibility Areas

## State Responsibility Areas

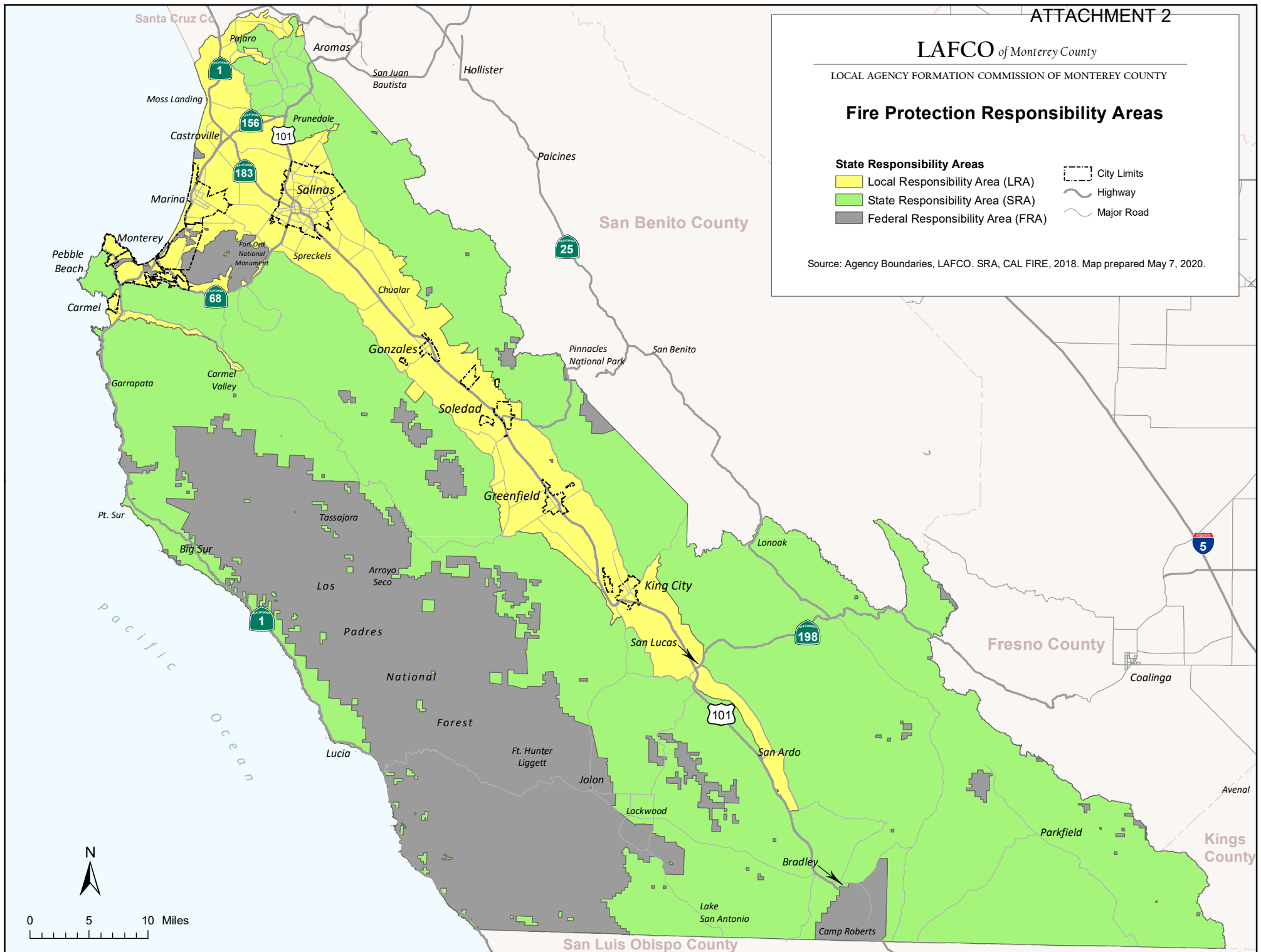
- Local Responsibility Area (LRA)
- State Responsibility Area (SRA)
- Federal Responsibility Area (FRA)

City Limits

Highway

Major Road

Source: Agency Boundaries, LAFCO. SRA, CAL FIRE, 2018. Map prepared May 7, 2020.



# City Clerk PRA Log - December 2025

ATTACHMENT 3

| #      | Request Date | 10-day response | 14-day extension | Records Requested                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Requester Name                           | Completed                      | Notes                                                                                                                                                                                                                                                                                                         |
|--------|--------------|-----------------|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25-150 | 12/1/2025    | 12/11/2025      | 2/13/2026        | <p>copies of all written communications by and between members of City Council or City Staff, regarding the City of Carmel-by-the-Sea's recent ban of pickleball at public facilities.</p> <p>This request includes, but is not limited to: correspondence, notes (typed and handwritten), emails, texts, faxes, letters, phone logs and communications (internal, interdepartmental, and those with any other person or entity). This request includes all records located on City-owned property and devices, as well as all records located on privately owned property and devices.</p>                                                                                                                                                                                                                                                                                                                                                      | Morgan Sellers, Zacks and Freedman, P.C. | deadline extended to 2-13-2026 | deadline extended due to volume of request, gave update in Jan, extended deadline to 2-13-2026 due the time needed to appropriately examine a voluminous amount of separate and distinct records, the City requires an extension of time, as authorized by California Government Code Section 7922.535(c)(2). |
| 25-151 | 12/1/2025    | 12/11/2025      | 2/13/2026        | <p>copies of all written communications by and between members of City Council or City Staff, regarding <b>any reporting, evaluation(s), sound testing, acoustic testing, or other analysis/monitoring/testing of the effects of pickleball noise</b> that coincided with the City of Carmel-by-the-Sea's recent ban of pickleball at public facilities.</p> <p>This request includes, but is not limited to: correspondence, notes (typed and handwritten), emails, texts, faxes, letters, phone logs and communications (internal, interdepartmental, and those with any other person or entity). This request includes all records located on City-owned property and devices, as well as all records located on privately owned property and devices.</p>                                                                                                                                                                                    | Morgan Sellers, Zacks and Freedman, P.C. | deadline extended to 2-13-2026 | deadline extended due to volume of request, gave update in Jan, extended deadline to 2-13-2026 due the time needed to appropriately examine a voluminous amount of separate and distinct records, the City requires an extension of time, as authorized by California Government Code Section 7922.535(c)(2). |
| 25-152 | 12/01/2025   | 12/11/2025      |                  | All records of City inspections of the property APN: 010-033-011 (the "Mardani Property"), for BP 24-0457 , from May 1, 2025 until today December 1, 2025, and any site photos taken by the building inspector on Sept. 23, 2025, and Oct. 10, 2025, or any other records related to the decision made by the building inspector that the structural all framing for the remodel project at Ocean 4NE of Guadalupe is less than 50% demolished.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Cathryn Carlson                          | 12/5/2025                      | records sent on 12/5/2025. Waiting to see if CP&B has any photos from the inspections.                                                                                                                                                                                                                        |
| 25-153 | 12/01/2025   | 12/11/2025      |                  | Please provide a full audit log or server backup copy of the file history of the permit inspection log for Permit #240457 available at <a href="https://carmel.portal.iworq.net/CARMEL/permit/601/23182182">https://carmel.portal.iworq.net/CARMEL/permit/601/23182182</a> from May 1, 2025 until today December 1, 2025. An entry appears to have been altered related to an inspection scheduled and completed on 10/10/2025 which currently reads "Main residence and addition rough framing is complete. Instructed contractor not to cover walls until fire sprinklers have been installed. Ok to continue exterior". Please investigate how and why changes were made to this record from what was previously in the log under 10/10/25 which noted that the city building inspector had told the contractor not to cover the non-conforming East wall until a decision had been made regarding whether or not the wall was to be removed. | Cathryn Carlson                          | 12/5/2025                      | duplicate request of 25-152. Withdrawn.                                                                                                                                                                                                                                                                       |

| #      | Request Date | 10-day response | 14-day extension | Records Requested                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Requester Name  | Completed                                                      | Notes                                                                                                                                                               |
|--------|--------------|-----------------|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25-154 | 12/01/2025   | 12/11/2025      |                  | <p>a copy of the survey or these surveys and certifications and any related comments/documentation covering both building permits (#240457 and #240522) issued for the Mardani Property.</p> <p>Please provide any and all documentation showing City approval of the change from a 15' rear setback to a 14.5' rear setback.</p> <p>Please provide any and all documentation showing City approval of this change to a uniform distance between the garage and the house of 9.5'.</p> <p>Please provide documentation and/or approvals that reconcile the land survey carried out by Frank Lucido showing a lot size of 100' X 25', the plans approved by the Planning Commission on June 11, 2024, and the approval of DS 25212 which indicates that the lot is 102' deep on the West side.</p> | Cathryn Carlson | 12/8/2025                                                      | records sent                                                                                                                                                        |
| 25-155 | 12-2-2025    | 12/12/2025      |                  | <p>All correspondence between Mayor Dale Byrne and Kimberly Edwards from November 5, 2024 through December 1, 2025, inclusive.</p> <p>This request includes, but is not limited to: Emails, texts, messages (e.g., WhatsApp, Signal, Messenger)</p> <p>Written letters, memos, or printed notes, Phone call logs</p> <p>Meeting notes, handwritten notes, and internal summaries</p> <p>Calendar notations referencing the above topics</p> <p>Any printed or saved communications between the Mayor and Ms. Edwards</p> <p>Any staff-generated summaries or internal notes regarding these communications</p>                                                                                                                                                                                    | Brandon Gesicki | paused - waiting for response from requester for clarification | Waiting for requester to respond to my email dated 12-18-25 requesting that he re-submit a new PRA that supersedes his last 6 and is a single consolidated request. |
| 25-156 | 12/2/2025    | 12/12/2025      |                  | <p>Requested Records — Mayor's Communications with All City Staff that mention, reference, discuss, or relate to one or more of the following topics:</p> <p>Pickleball</p> <p>Kimberly Edwards</p> <p>Forest Hill Park</p> <p>Date Range Requested</p> <p>Date range: November 5, 2024 through December 1, 2025, inclusive.</p> <p>This request includes, but is not limited to: Emails, texts, messages (e.g., WhatsApp, Signal, Messenger)</p> <p>Written letters, memos, or printed notes, Phone call logs</p> <p>Meeting notes, handwritten notes, and internal summaries</p> <p>Calendar notations referencing the above topics</p> <p>Any documents, drafts, or communications referencing pickleball operations, enforcement, complaints, policy discussions, or related topics</p>       | Brandon Gesicki | paused - waiting for response from requester for clarification | Waiting for requester to respond to my email dated 12-18-25 requesting that he re-submit a new PRA that supersedes his last 6 and is a single consolidated request. |
| 25-157 | 12/02/2025   | 12/12/2025      |                  | Issued permits for the work located at the SW Corner of Dolor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Mary Schley     | 12/2/2025                                                      | records sent                                                                                                                                                        |

| #      | Request Date | 10-day response | 14-day extension | Records Requested                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Requester Name                  | Completed                                                      | Notes                                                                                                                                                               |
|--------|--------------|-----------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25-158 | 12/3/2025    | 12/15/2025      |                  | <p>Requested Records — Mayor's Communications with All City Staff that mention, reference, discuss, or relate to one or more of the following topics:</p> <p>Pickleball<br/>Kimberly Edwards<br/>Forest Hill Park<br/>Date Range Requested</p> <p>Date Range : December 1, 2024 through December 3, 2025, inclusive.</p> <p>This request includes, but is not limited to: Emails, texts, messages (e.g., WhatsApp, Signal, Messenger)<br/>Written letters, memos, or printed notes, Phone call logs<br/>Meeting notes, handwritten notes, and internal summaries<br/>Calendar notations referencing the above topics<br/>Any documents, drafts, or communications referencing pickleball operations, enforcement, complaints, policy discussions, or related topics</p> | Brandon Gesicki                 | paused - waiting for response from requester for clarification | Waiting for requester to respond to my email dated 12-18-25 requesting that he re-submit a new PRA that supersedes his last 6 and is a single consolidated request. |
| 25-159 | 12/3/2025    | 12/15/2025      |                  | <p>Requested Records — Mayor's Communications AND All City Staff Communications during the meeting, especially the City Attorney and City Manager but including the Councilmembers and Assistant City Manager.</p> <p>Date Range Requested: December 2, 2024 through December 2, 2025, inclusive.</p> <p>This request includes, but is not limited to: Emails, texts, messages (e.g., WhatsApp, Signal, Messenger)<br/>Written letters, memos, or printed notes, Phone call logs<br/>Meeting notes, handwritten notes, and internal summaries<br/>Calendar notations referencing the above topics<br/>Any documents, drafts, or communications referencing pickleball operations, enforcement, complaints, policy discussions, or related topics</p>                    | Brandon Gesicki                 | paused - waiting for response from requester for clarification | Waiting for requester to respond to my email dated 12-18-25 requesting that he re-submit a new PRA that supersedes his last 6 and is a single consolidated request. |
| 25-160 | 12/8/2025    | 12/18/2025      |                  | copy of records sent for PRA # 25-118                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Alicia Amaro, Fenton and Keller | 12/8/2025                                                      | records sent 12/8/2025                                                                                                                                              |
| 25-161 | 12/8/2025    | 12/18/2025      | 1/20/2025        | <p>1) Please provide all records from September 1, 2025 through the present, related to the development, revision, analysis, or issuance of the following letters (to Matt DeMars):</p> <ul style="list-style-type: none"> <li>• Fire Chief Justin Cooper's September 25, 2025 letter regarding exterior sprinklers ("cannot support")</li> <li>• Fire Chief Justin Cooper's October 3, 2025 letter ("shall not be installed or approved")</li> </ul> <p>2) All communication records from July 1, 2025 to present</p>                                                                                                                                                                                                                                                  | Matt DeMars                     | 12/18/2025                                                     | Records sent on 12/18/2025, confirmed 1/8/2026 that no other records exist.                                                                                         |

| #      | Request Date | 10-day response | 14-day extension | Records Requested                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Requester Name            | Completed                                                      | Notes                                         |
|--------|--------------|-----------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|----------------------------------------------------------------|-----------------------------------------------|
| 25-162 | 12/10/2025   | 12/22/2025      |                  | <p>request records relating to the following vendors for the year of 2023, 2024 and 2025: CivicPlus, Granicus, and Revize:</p> <ul style="list-style-type: none"> <li>• Copies of any contracts, agreements, or amendments entered into with these vendors.</li> <li>• Contract details, such as effective dates, termination/renewal provisions, and total contract value.</li> <li>• If competitively solicited, the full RFP/RFQ package, including any evaluation criteria or scoring matrix.</li> <li>• Copies of the vendor's proposal or submission, along with submissions from other bidders if applicable.</li> <li>• Purchase orders, invoices, or other financial documents tied to these contracts.</li> </ul> | Woo Park, The Data Branch | 1/1/2026                                                       | records sent 1/1/2026                         |
| 25-163 | 12/11/2025   | 12/22/2025      |                  | PRA Withdrawn                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Withdrawn                 |                                                                | withdrawn by requester                        |
| 25-164 | 12/17/2025   | 1/2/2026        |                  | Copies of files regarding environmental conditions at the Carmel Plaza (bound by Ocean Ave to the north, Junipero St to the east, 7th Ave to the south, and Mission St to the west)... such as environmental reports, environmental permits, building permit list, notices of violations, spill/discharge incidents, storage or disposal of hazardous substances, Underground Storage Tanks (USTs) or Aboveground Storage Tanks (ASTs), Leaking Underground Storage Tanks (LTANKs)                                                                                                                                                                                                                                          | Krista Butler             | 1/1/2026                                                       | sent GIS property file link for Carmel Plaza. |
| 25-165 | 12/29/2025   | 1/9/2026        |                  | Any available open current fire, building, zoning, or planning at Carmel Plaza - Mission Street, Carmel-By-The-Sea, CA 93921.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Mariana Ruan Mei          | paused - waiting for response from requester for clarification | pending clarification from requester.         |

# Police Records Request Log - December 2025

ATTACHMENT 3

| Request No. | Request Date   | 10-Day Due Date | Info Requested        | Requestor                                     | Completed      | Notes                               |
|-------------|----------------|-----------------|-----------------------|-----------------------------------------------|----------------|-------------------------------------|
| 2025-002    | 12/01/2025 TW  | 12/11/2025      | CG2500691             | LEXIS NEXIS                                   | 12/02/2025 TW  | MAILED                              |
| 2025-003    | 12/01/2025 TW  | 12/11/2025      | CG2500791             | LEXIS NEXIS                                   | 12/02/2025 TW  | Mailed                              |
| 2025-004    | 12/2/2025      | 12/12/2025      | camera footage        | Nicholas Payne                                | 12/03/25 mw    | recalled did not need assist by CHP |
| 2025-005    | 12/02/25 mw    | 12/12/2025      | BWC Cite C1648        | Chris Cain Law                                | 12/04/25 mw    | emailed to Karla                    |
| 2025-006    | 12/05/2025 ALI | 12/15/2025      | CQ2000262 & CG2000262 | Sarah C. Head Federal Probation               | 12/08/2025 ALI | emailed                             |
| 2025-007    | 12/11/2025 SS  | 12/21/2025      | CG2500830             | Elizabeth Mayer                               | 12/18/2025 SS  | Picked up                           |
| 2025-008    | 12/13/2025 SS  | 12/23/2025      | CG2400608             | Jodi Bergman - Arhaus Furniture               | 12/21/2025 ALI | picked up                           |
| 2025-009    | 12/11/2025 SS  | 12/21/2025      | CG1400252             | Law Office of Manuel Solis - Laura Lopez Cruz | 12/18/2025 SS  | Mailed                              |
| 2025-010    | 12/15/2025 ALI | 12/25/2025      | CG1100227             | Frank Richardson CDCR                         | 12/15/2025 ALI | Emailed to CDCR                     |
| 2025-011    | 12/18/2025 SS  | 12/28/2025      | CG2500830 Supp        | Elizabeth Mayer                               | 01/02/2026 SS  | Picked up                           |
| 2025-012    | 12/19/2025 SS  | 12/29/2025      | CG2500728             | Michelle Bacon MoCo DA Office                 | 12/22/2025 ALI | Faxed copy to DA                    |
| 2025-013    | 12/25/2025 SS  | 1/4/2026        | CG2500867             | Scott Fradin                                  | 12/31/2025 SS  | Picked up                           |
| 2025-014    | 12/27/2025 NS  | 1/6/2026        | CG2500869             | Dale Seal                                     | 12/31/2025 SS  | Mailed                              |



# CITY OF CARMEL-BY-THE-SEA

## Public Works Department January 2026 Report

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Ken Wysocki, Public Works Director

**SUBMITTED ON:** January 228,026

### Public Works Director

- Rene Aldama was selected to lead our Forestry Division as the Assistant Forester.
- Project Manager position posting closed and interviews completed. Candidate selected with tentative start date of March 1<sup>st</sup> pending background checks.
- Our CIP Gantt chart, called FY 26-25 CIP Project Milestones, is available online at: [Public Works - City of Carmel](#)

### Environmental Programs

- North Dunes Project:
  - Ice Plant Removal Ongoing: received quote of \$23k for 2.51 acres of ice plant removal; will need additional funding to complete.
  - Renewing 5-year Coastal Development Permit (CDP 16-315);
    - Forest & Beach Commission review June 2026
    - Planning Commission review July 2026 and approval expected September 2026.
- Carmel Beach Sea Level Rise/Adaptation Project:
  - Staff will present the Adaptation Pathway Report to Planning Commission and Forest & Beach Commission (joint meeting) in January 29, 2026.
- Stormwater:
  - Winter stormwater construction inspections are ongoing to ensure BMPs continue during the rainy season.
  - Restaurant stormwater inspections was stalled this past month due to other priorities. We completed 19 out of 70 to date.
  - State Water Board is conducting an audit on January 28th. Team working on gathering information as requested for this intense audit.
- Waste Management:
  - Bin King to clean 30 downtown trash cans on January 27th. They will also vacuum up the water.
  - CalRecycle is conducting an audit this February. Staff is preparing records for this audit.
- Copper Gutter Policy
  - BioChar socks installed at the 4<sup>th</sup> Ave Storm drain.
  - Planning Dept to take the Copper Policy review to Planning Commission.

### Facility Maintenance

- Fire Station Flooring Replaced.
- Fire Station Water Heater Replaced.
- CIP - ADA: Design being reviewed by Planning Dept. to install a handrail on the steps at Devendorf park along Ocean Ave.

- Reviewing Citywide Janitorial Services RFP submissions: expect selection by end of January.

## Street Maintenance

- CIP-Sidewalk repairs (shaving) 661 out of 1,426 sidewalk have been repaired so far.
- Continued sidewalk repairs and hot-mix street repairs and berm throughout the City
- Storm Work:
  - Repaired 13 Street/Stop signs
  - Installed 8 berms with hot mix for improving drainage
  - Cleaned all storm drains
  - Addressed 8 erosion issues to include 4<sup>th</sup> Ave pathway
  - Cleared debris throughout the city to include MTNP
  - Repaired erosion to Serra Trail in MTNP (with DG)

## Project Management for the Capital Improvement Program

### Shoreline:

- *CIP-Beach Stairs*: 100% design submitted to City Planning Department for review. Estimate going out to bid the beginning of February with construction estimated to begin March. Depending on the bids, we maybe able to do both 10<sup>th</sup> Ave and 12<sup>th</sup> Ave stairs within the budget.
- *CIP- 4<sup>th</sup> Ave Outfall*: waiting on Geotechnical investigation to begin February.
- *CIP- Sand Ramp*: Requested Geotechnical investigation to begin February. Continuing to work with contractor for possible 2 design options.
- *Emergency Repair of 11<sup>th</sup> Ave shoreline erosion*: met with engineer to review issue and recommendation. Need to identify funding.

### Additional Capital Improvement Projects:

- *CIP- Conglomerate Paving Project*: includes street paving work, selected sidewalk repairs, and asphalt concrete (AC) berm repairs, started Nov 12<sup>th</sup>, estimated completion in April.
  - Completed: Ocean Ave (County side) from Hwy1 to Carpenter St.
  - Completed: Ocean Ave & San Antonio.
  - Working on Santa Lucia
  - You can see current status updates with a 3 week schedule look-ahead and map of all the paving areas for this project on our City website.
- *CIP-Fire Station Upgrade Project*: to accommodate a new Fire Truck completed; final touches being done.
- *CIP- Picadilly Restroom Design*: we drafted an RFP and reviewing as-builts.
- *CIP - Sunset Center Retaining Wall*: we drafted an RFP and reviewing as-builts
- *CIP-Sunset Center Painting Project*: Council approved and NOI issued. Tentative start in March.
- *CIP-Forest Theater Stage Repair Project*: Council approved and NOI issued. Tentative start in February.
- *CIP-Sunset Center Yoga Reroof Project*: Received quotes and expect project to start in April.
- *CIP-Sunset Center Elevator Power Unit Replacement Project* completed. We have enough CIP funds to do the other elevator power unit.
- *CIP – Fire Backflows to Code*: we have been unsuccessful so far on getting a contractor to bid/provide quotes. We are continuing our outreach.

## Forestry, Parks, and Beach

- Refer to City Forester's Report.





# CITY OF CARMEL-BY-THE-SEA

## Monthly Report

### City Forester's Report

|                 |                                 |
|-----------------|---------------------------------|
| <b>TO:</b>      | Forest and Beach Commissioners  |
| <b>FROM:</b>    | Justin Ono, City Forester       |
| <b>SUBJECT:</b> | December 2025 Forester's Report |

### Forestry, Parks, and Beach Highlights:

#### Carmel Forest Master Plan (CFMP):

- Staff has compiled comments and has made the final edits to send to Dudek to begin the CEQA review.

#### Contractors:

- During the Christmas storms all three contractors were working to clear downed trees from roads and property.
- Our contractors have begun marking stumps for removal of the recently completed 34 removals on task orders.
- Staff recently issued a new task order for removal and pruning, which includes 21 pruning jobs and 14 removals.
- Town & Country has prepped the Rio Road Medians and has begun the relandscaping project.

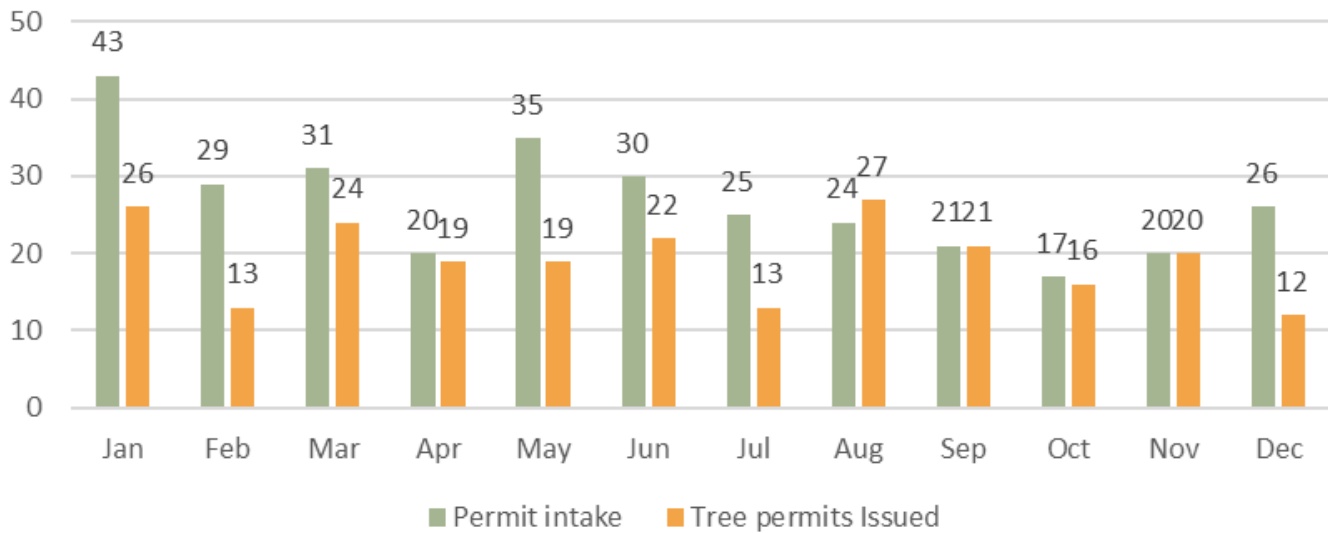
#### City Staff and Crews:

- City Forestry Crew removed 5 dead, dying, or invasive trees, planted 5 trees, and pruned 18 trees providing clearance for roads and stop signs, as well as maintaining tree health.
- City Tree Crew responded to emergencies on Christmas Eve and Christmas Day and continued cleanup efforts into the week of New Years.

## Permit Information

| 2025 Permitted removals, pruning, and required planting |                       |                     |                            |                |                |                  |                  |                         |                         |                      |                    |                                |
|---------------------------------------------------------|-----------------------|---------------------|----------------------------|----------------|----------------|------------------|------------------|-------------------------|-------------------------|----------------------|--------------------|--------------------------------|
|                                                         | Tree permits received | Tree permits Issued | Site Inspections Performed | Total Prunings | Total Removals | Removal of Upper | Removal of Lower | Required to Plant Upper | Required to Plant Lower | No room for new tree | Meets Density Rec. | Total Number of Trees Required |
| January                                                 | 43                    | 26                  | 9                          | 10             | 18             | 12               | 6                | 7                       | 9                       | 0                    | 2                  | 16                             |
| February                                                | 29                    | 13                  | 8                          | 15             | 15             | 9                | 6                | 6                       | 8                       | 0                    | 0                  | 14                             |
| March                                                   | 31                    | 24                  | 8                          | 21             | 9              | 3                | 6                | 0                       | 2                       | 0                    | 7                  | 2                              |
| April                                                   | 20                    | 19                  | 3                          | 21             | 17             | 10               | 7                | 8                       | 6                       | 1                    | 1                  | 14                             |
| May                                                     | 35                    | 19                  | 7                          | 17             | 19             | 8                | 11               | 11                      | 11                      | 0                    | 0                  | 22                             |
| June                                                    | 24                    | 22                  | 6                          | 15             | 22             | 9                | 13               | 14                      | 18                      | 0                    | 0                  | 32                             |
| July                                                    | 25                    | 13                  | 6                          | 4              | 15             | 8                | 7                | 15                      | 10                      | 0                    | 0                  | 25                             |
| August                                                  | 24                    | 27                  | 8                          | 19             | 21             | 9                | 12               | 2                       | 1                       | 1                    | 3                  | 3                              |
| September                                               | 21                    | 21                  | 4                          | 25             | 30             | 14               | 16               | 4                       | 6                       | 1                    | 0                  | 10                             |
| October                                                 | 17                    | 16                  | 6                          | 9              | 22             | 7                | 15               | 2                       | 5                       | 0                    | 2                  | 7                              |
| November                                                | 20                    | 20                  | 8                          | 13             | 19             | 8                | 11               | 1                       | 10                      | 0                    | 0                  | 11                             |
| December                                                | 26                    | 12                  | 6                          | 27             | 15             | 5                | 10               | 2                       | 2                       | 0                    | 1                  | 4                              |
| <b>2024 Totals</b>                                      | <b>315</b>            | <b>232</b>          | <b>79</b>                  | <b>196</b>     | <b>222</b>     | <b>102</b>       | <b>120</b>       | <b>72</b>               | <b>88</b>               | <b>3</b>             | <b>16</b>          | <b>160</b>                     |

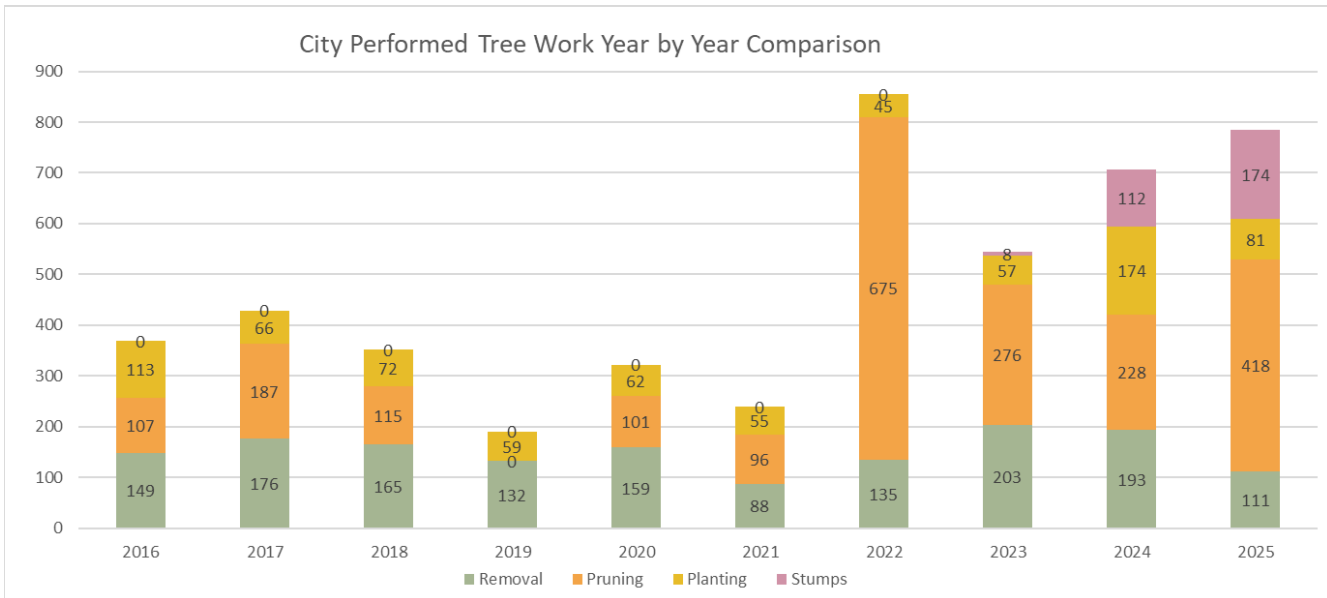
### 2025 Permits Intake vs. Issued



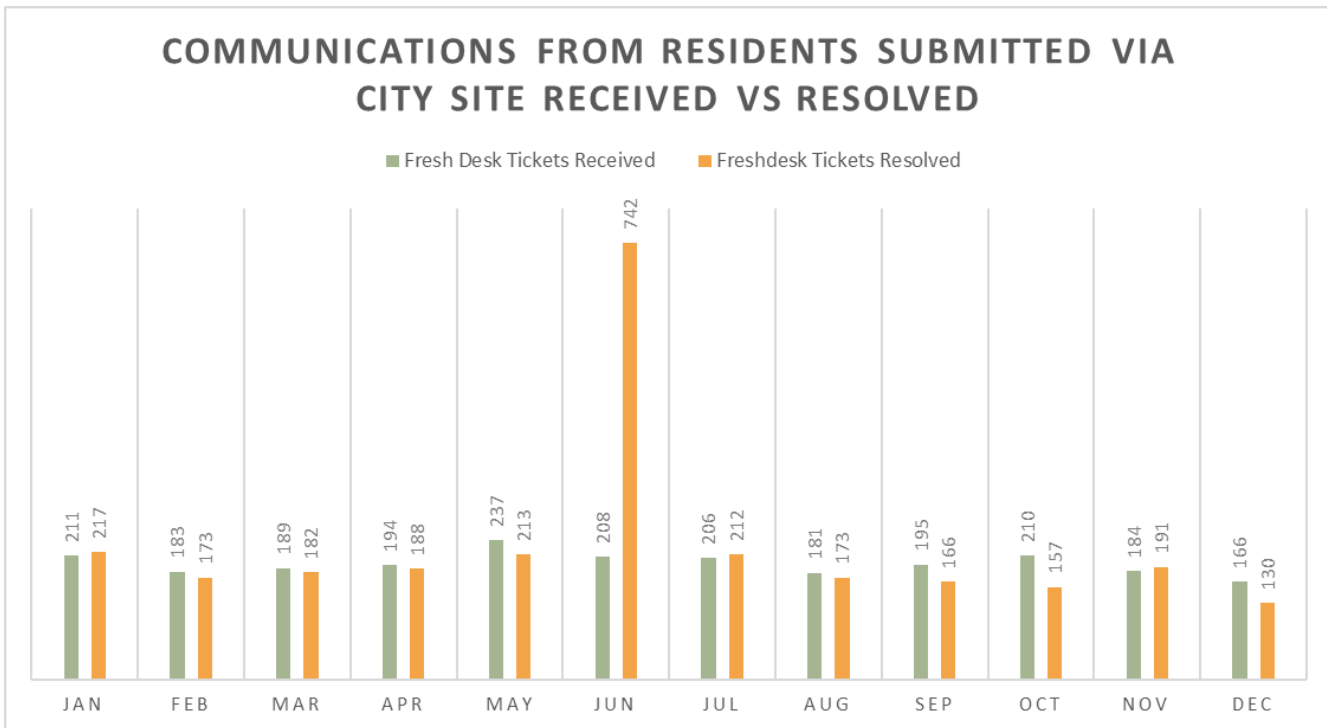
| Historic permitted removals and required planting |                    |                  |                  |                     |                     |                     |              |                        |
|---------------------------------------------------|--------------------|------------------|------------------|---------------------|---------------------|---------------------|--------------|------------------------|
| Year                                              | Permitted removals | Removal of upper | Removal of lower | Replanting Required | Replanting of upper | Replanting of lower | Replanting % | Applications processed |
| 2021                                              | 204                | 81               | 123              | 135                 | 81                  | 54                  | 66.18%       | 213                    |
| 2022                                              | 149                | 82               | 67               | 85                  | 48                  | 37                  | 57.05%       | 155                    |
| 2023                                              | 324                | 211              | 113              | 223                 | 164                 | 72                  | 68.83%       | 336                    |
| 2024                                              | 231                | 110              | 121              | 231                 | 118                 | 113                 | 100.00%      | 391                    |
| 2025                                              | 222                | 102              | 120              | 160                 | 72                  | 88                  | 72.07%       | 315                    |



## City Forestry, Parks, and Beach Activities



Calendar year to date – Includes stumps removed by City crew as well as on call tree contractors.



\*Numbers only represent correspondences received via the City's website and do not include live calls, voicemails, drop-in visitors, and emails sent directly to employees from residents, nor return calls and emails from staff. Spike in last months resolutions due to large scale data cleanup.

Tree Inventory and Deferred Maintenance ‘Catch Up’ Status

**The 3-Year “Catch Up Plan”:**

Year 1 of the anticipated 3-year plan to catch up on deferred maintenance was a resounding success. The following chart reflects outcomes from the past year and a half. Staff is currently updating our goals for this new Fiscal Year 2025-26 in light of our newly approved FY 25-26 budget of \$981,500, as well as cleaning data in our software to ensure we start out with the most accurate information possible. We will continue to provide monthly updates to our plans in each subsequent Forester’s Report.

| Year 2 of Forestry 3 year catch up |                                      |
|------------------------------------|--------------------------------------|
|                                    | Trees in Dead or Very Poor Condition |
| 2024 Inventory                     | 321                                  |
| Dec 2025                           | 59 (only 2 "dead")                   |



**CITY OF CARMEL-BY-THE-SEA**  
**City Council**  
**Staff Report**

**February 2, 2026**  
**CONSENT AGENDA**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Nova Romero, City Clerk

**APPROVED BY:** Brandon Swanson, Acting City Administrator

**SUBJECT:** Resolution 2026-009 authorizing a free use day of the authorizing a free use day of the Sunset Center for a Garden Club of America Lecture and Book Signing event in the Sunset Center Lobby on March 12, 2026

**RECOMMENDATION:**

Adopt Resolution 2026-009 authorizing a free use day of the Sunset Center for a Garden Club of America Lecture and Book Signing event in the Sunset Center Lobby on March 12, 2026.

**BACKGROUND / SUMMARY:**

**Executive Summary**

The Carmel-by-the-Sea Garden Club requests authorization to use one of the City's annual Free Use Days at the Sunset Center for a Garden Club of America lecture and book signing event on March 12, 2026, to be held in the Sunset Center Lobby (**Attachment 2**).

Under the 2017 Agreement between the City and Sunset Cultural Center, Inc., the City may use the Sunset Center Theater and lobby for up to twelve (12) full days per fiscal year at no cost, subject to availability. Approval of this request requires the City Council to adopt a Resolution authorizing use of one Free Use Day by the Garden Club (**Attachment 1**).

Granting this request would support a community-focused educational event hosted by

the Carmel-by-the-Sea Garden Club by waiving the facility rental fee. The event will feature Michael Forsberg, a nationally recognized photographer and conservationist, who will be visiting the West Coast to present to Garden Clubs. Following the reception and lecture, Mr. Forsberg will also give a presentation and book signing.

## **Background**

Founded in 1980, the Carmel-by-the-Sea Garden Club has a long history of civic contribution and environmental stewardship within the City. One of the Club's first major projects was the purchase and preservation of the property now known as Piccadilly Park, which was saved from development and fully designed and constructed by Club members.

Over the years, the Garden Club has led or supported numerous significant projects, including:

- Garden design and planting at Carmel Middle School
- Restoration of the Cooper Molera Adobe garden in the 1980s
- Planting of the City's Murphy garden
- Three major renovations of the Harrison Memorial Library garden, including accessibility improvements
- Creation of the City Hall garden in 2012, in memory of Constance Ridder
- Long-term restoration efforts at the North Dunes, including public education in partnership with a biologist

The Club also provides ongoing community support through annual contributions, such as purchasing poinsettias for the Sunset Center each December and awarding up to \$17,000 annually in scholarships to local schools and universities.

As part of its educational mission, the Garden Club hosts monthly speakers. The March 2026 event will feature Michael Forsberg, a Garden Club of America Photography Medalist and conservation photographer. Mr. Forsberg is an award-winning photographer, storyteller, and professor at the University of Nebraska who focuses on conservation education through both classroom instruction and immersive field training.

## **Recommendation**

Staff recommends that Council adopt the attached Resolution authorizing a Free Use Day of the Sunset Center for the Carmel-by-the-Sea Garden Club's Garden Club of

America lecture and book signing event to be held in the Sunset Center Lobby on March 12, 2026.

**FISCAL IMPACT:**

The benefit to the Carmel Garden Club and the community offsets the loss of rental revenue for the Sunset Center.

**PRIOR CITY COUNCIL ACTION:**

None.

**ATTACHMENTS:**

1. Resolution 2026-009
2. Carmel Garden Club Request Letter



**CITY OF CARMEL-BY-THE-SEA  
CITY COUNCIL**

**RESOLUTION NO. 2026-009**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
AUTHORIZING ONE (1) FREE USE DAY OF THE SUNSET CULTURAL CENTER LOBBY FOR  
A GARDEN CLUB OF AMERICA LECTURE AND BOOK SIGNING HOSTED BY THE  
CARMEL-BY-THE-SEA GARDEN CLUB ON THURSDAY, MARCH 12, 2026**

WHEREAS, the City's Lease Agreement with Sunset Center Cultural Center (SCC), adopted on June 6, 2017, allows the City to use the Sunset Center theater, lobby, and dressing rooms for up to twelve (12) full days (designated in the Lease Agreement as "Free Theater Days") each fiscal year without charge; and

WHEREAS, the Carmel-by-the-Sea Garden Club is a long-standing nonprofit organization with a history of civic beautification, environmental stewardship, and community education within the City of Carmel-by-the-Sea; and

WHEREAS, the Carmel-by-the-Sea Garden Club has requested authorization to use one (1) Free Use Day of the Sunset Center Lobby to host a Garden Club of America lecture and book signing event on Thursday, March 12, 2026; and

WHEREAS, granting the Carmel-by-the-Sea Garden Club one (1) Sunset Center Free Use Day will support a community-focused educational event and reduce facility rental costs, thereby enabling the organization to provide public programming that benefits residents and visitors alike.

**NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:**

Authorize the Carmel-by-the-Sea Garden Club to utilize one (1) of the City's Sunset Center Free Use Days for a Garden Club of America lecture and book signing event in the Sunset Center Lobby on Thursday, March 12, 2026.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
this 13th day of January 2026, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

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Dale Byrne, Mayor

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Nova Romero, MMC, City Clerk

**Carmel-  
by-the-Sea**

Nova Romero &lt;nromero@ci.carmel.ca.us&gt;

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**Requesting for Carmel-by-the-Sea Garden Club, Sunset Center Lobby, March 12, 2026**

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**Missy Jensen** <[REDACTED]>  
To: Nova Romero <nromero@ci.carmel.ca.us>

Mon, Dec 29, 2025 at 9:40 AM

Cc: Sasha Swift &lt;sasha@sunsetcenter.org&gt;, Barbara Davidge BD &lt;[REDACTED]&gt;

Dear Nova,  
Thank you for the reply.  
We have Sunset Center reserved through Sasha for March 12.

To: City Council Members  
From: Carmel-by-the-Sea Garden Club  
Regarding: March 12 Sunset Center Lobby

Dear City Council Members,

The [Carmel-by-the-Sea Garden Club](#) was founded in 1980 and the first significant project in the city was to purchase the lot which is now Piccadilly Park and save it from development. All aspects of the design and construction of the public park were completed by the club. In those early years, the club members piloted the Carmel Middle School garden design and planting, the 1980's restoration of Cooper Molera Adobe garden, and planted the City's Murphy garden.

Since then, the club has completed 3 major renovations of Harrison Memorial Library garden, including making the garden handicapped accessible. In memory of garden club member Constance Ridder, the club facilitated an entire new City Hall garden in 2012. At the North Dunes, the club spent years launching the initial restoration of 5 acres and continues to work with a biologist educating its members and the public about the extensive and successful project. Annually, the club makes contributions like buying the 24 poinsettias for Sunset Center in December, and gives up to \$17,000 of scholarships to local schools and universities.

To educate our members and guests, the club has a monthly speaker and in March we have Garden Club of America Photography Medalist Michael Forsberg, <https://www.michaelforsberg.com/>, for a reception, lecture, and book signing. Michael became a photographer to promote his interest in conservation. He is an award winning photographer, storyteller, and professor at University of Nebraska. He is educating young people not only in a classroom but more importantly training them in the field for weeks at a time.

For March 12, we would like to have the Sunset Center lobby so that we could accommodate even more guests for his reception and Carpenter Hall lecture which accomplishes our mission and commitment to the community.

Sincerely,  
Program Chair Missy Jensen  
President Barbara Davidge

Missy Jensen  
Carmel-by-the-Sea Garden Club

PO Box 5442  
Carmel-by-the-Sea, CA  
93921-5442  
[REDACTED]  
[REDACTED]



**CITY OF CARMEL-BY-THE-SEA**  
**City Council**  
**Staff Report**

**February 2, 2026**  
**CONSENT AGENDA**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Leslie Fenton, Executive Assistant

**APPROVED BY:** Brandon Swanson, Acting City Administrator

**SUBJECT:** Resolution 2026-010, authorizing the serving of alcohol on public property for Carmel Culinary Week, June 5-13, 2026

**RECOMMENDATION:**

Adopt Resolution 2026-010, authorizing the serving of alcohol on public property for Carmel Culinary Week, June 5-13, 2026.

**BACKGROUND / SUMMARY:**

The 6th Annual "Art of the Plate" Carmel Culinary Week is scheduled to take place June 5-13, 2026. It features immersive food and wine experiences, curated menus, and special offerings at participating restaurants.

Culinary Week will kick off with Party in the Plaza on Friday, June 5, at the Carmel Plaza. Two of last year's popular events, La Dolce Vita and Boho Bites & Beats, will also return. These two events take place on public property. Boho Bites & Beats is expanding its footprint from only Dolores Street between 6th Avenue and the Carmel Art Association to Dolores Street between Ocean Avenue and the Carmel Art Association and Sixth Avenue between Lincoln and San Carlos Streets.

Date: Tuesday, June 9, 2026, 5:30 p.m. - 8:30 p.m.  
Event: La Dolce Vita - Sit down Italian harvest dinner with food & wine  
Location: Dolores Street between 7th & Picadilly Park  
Anticipated attendance: 120 people

Date: Thursday, June 11, 2026, 5:30 p.m.-9:00 p.m.

Event: Boho Bites & Beats - Worldly Food, Art & Wine Event  
Location: Dolores Street between Ocean Avenue & The Art Association  
Sixth Avenue between Lincoln and San Carlos Streets  
Anticipated attendance: 250-350 people (spread out over the course of the evening)

At the events on Tuesday, June 9, and Thursday, June 11, the serving of alcohol is proposed on public property, which requires approval from the City Council as follows:

Per Carmel Municipal Code section 9.20.020, it is unlawful for any person to drink any alcoholic beverage in or upon any public place within the City. The City Council may, however, authorize exceptions to the code for specific events of limited duration by adopting a resolution.

Culinary Week launched in January 2020 and moved to June in 2022, and has continued to evolve. In addition to the two new events above, there will also be an event on Wednesday, June 10 - Soiree by the Sea at the La Playa Hotel.

#### **FISCAL IMPACT:**

There is no fiscal impact associated with adopting the resolution.

#### **PRIOR CITY COUNCIL ACTION:**

Council has adopted similar resolutions for this event in the past.

#### **ATTACHMENTS:**

1. Resolution 2026-010

**CITY OF CARMEL-BY-THE-SEA  
CITY COUNCIL**

**RESOLUTION NO. 2026-010**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING  
THE CONSUMPTION OF ALCOHOL ON PUBLIC PROPERTY FOR CARMEL CULINARY WEEK TO  
BE HELD JUNE 5-13, 2026**

WHEREAS, the 6th Annual Carmel Culinary Week will be held June 5th through June 13th, 2026, and

WHEREAS, the event features immersive food and wine experiences, curated menus, and special offerings at participating restaurants, and

WHEREAS, two of last year's popular events, La Dolce Vita and Boho Bites & Beats, will also return. These two events take place on public property. Boho Bites & Beats is expanding its footprint from only Dolores Street between 6th Avenue and the Carmel Art Association to Dolores Street between Ocean Avenue and the Carmel Art Association and Sixth Avenue between Lincoln and San Carlos Streets.

WHEREAS, Chapter 9.20 of the Carmel-by-the-Sea Municipal Code states that it is unlawful for any person to drink any alcoholic beverage in or upon any public place, but that the City Council has the right, through adoption of a resolution, to make exceptions to the regulation for specific events of limited duration; and

**NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:**

Authorize the consumption of alcohol for two events during the 6<sup>th</sup> Annual Carmel Culinary Week on:

1. Tuesday, June 9, 2026, on Dolores Street between Ocean and Seventh Avenues for the La Dolce Vita event
2. Thursday, June 11, 2026, on Dolores Street between Ocean Avenue and the Carmel Art Association and Sixth Avenue between Lincoln and San Carlos Streets for the Boho Bites &

Beats event

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this  
2nd day of February 2026, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

\_\_\_\_\_  
Dale Byrne, Mayor

\_\_\_\_\_  
Nova Romero, MMC, City Clerk



**CITY OF CARMEL-BY-THE-SEA**  
**City Council**  
**Staff Report**

**February 2, 2026**  
**CONSENT AGENDA**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Leslie Fenton, Executive Assistant

**APPROVED BY:** Brandon Swanson, Acting City Administrator

**SUBJECT:** Resolution 2026-011 authorizing the consumption of alcohol at the Farmers' Market Third Thursday events in 2026

**RECOMMENDATION:**

Adopt Resolution 2026-011 authorizing the consumption of alcohol at the Farmers' Market Third Thursday events in 2026.

**BACKGROUND / SUMMARY:**

The Farmers' Market is held every Thursday (holidays and Car Week notwithstanding) from 10:00 a.m. to 2:00 p.m. on Mission Street between Ocean and Sixth Avenues, and Sixth Avenue between Mission and Junipero Streets.

Good Roots Events, Inc. has been managing the market since early 2020 and has done an admirable job making improvements to the Farmers' Market operation, ensuring that the Village now has a vibrant market at which the community can gather each week.

**Third Thursdays**

The Third Thursday event in Devendorf Park is entering its fourth year and continues to grow. Third Thursdays take place from March through October and feature Farmers' Market vendors, artist demonstrations, fun games and activities for children, and music sponsored by Sunset Center. These events attract locals and visitors of all ages and may have a specific theme depending on the month.

In 2024, Good Roots partnered with Vesuvio to provide alcohol at the Third Thursday events. Staff is requesting that Council again approve the serving of alcohol at Third Thursday events for 2026. Per Carmel Municipal Code section 9.20.020, it is unlawful for any person to drink any alcoholic beverage in or upon any public place within the City. The City Council may, however, authorize exceptions to the code for specific events of limited duration by adopting a resolution.

The Council adopted Resolutions approving the serving of alcohol in 2023, 2024, and 2025.

#### **FISCAL IMPACT:**

There is no fiscal impact to the City to adopt a resolution approving the serving of alcohol at Third Thursday events.

#### **PRIOR CITY COUNCIL ACTION:**

At the February 2025 Special Meeting, Council adopted Resolution 2025-010 authorizing the serving of alcohol at all Third Thursday events in 2025.

#### **ATTACHMENTS:**

1. Resolution 2026-011



**CITY OF CARMEL-BY-THE-SEA  
CITY COUNCIL**

**RESOLUTION NO. 2026-011**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
AUTHORIZING THE CONSUMPTION OF ALCOHOL AT THE FARMERS' MARKET THIRD  
THURSDAY EVENTS TO BE HELD MARCH THROUGH OCTOBER 2026**

WHEREAS, the City entered into a contract with Good Roots Events, Inc. in 2020 to manage the City's Thursday Farmers' Market and market special events, and

WHEREAS, when the Farmers' Market was created in Carmel-by-the-Sea in 2014, a monthly evening event was an important component; and

WHEREAS, Third Thursday events extend the Farmers' Market monthly from March through October from 4:00 p.m. to 7:00 p.m. These events feature market vendors, artists, musicians, food, and potentially alcoholic beverages; and

WHEREAS, Chapter 9.20 of the Carmel-by-the-Sea Municipal Code states that it is unlawful for any person to drink any alcoholic beverage in or upon any public place, but that the City Council has the right, through adoption of a resolution, to make exceptions to the regulation for specific events of limited duration.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:**

Authorize the consumption of alcohol at the Third Thursday events to be held monthly from March through October from 4:00 p.m. to 7:00 p.m. in 2026.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
this 2<sup>nd</sup> day of February 2026, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

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Dale Byrne  
Mayor

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Nova Romero, MMC  
City Clerk



**CITY OF CARMEL-BY-THE-SEA**  
**City Council**  
**Staff Report**

**February 2, 2026**  
**CONSENT AGENDA**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Leslie Fenton, Executive Assistant

**APPROVED BY:** Brandon Swanson, Acting City Administrator

**SUBJECT:** Resolution 2026-012, authorizing the serving of alcohol on public property, and the erection of tents on public property for the Carmel Art Festival, May 15-17, 2026

**RECOMMENDATION:**

Adopt Resolution 2026-012, authorizing the serving of alcohol on public property, and the erection of tents on public property for the Carmel Art Festival, May 15-17, 2026

**BACKGROUND / SUMMARY:**

**Carmel Art Festival**

The 33rd Annual Carmel Art Festival is scheduled to take place from Friday, May 15, through Sunday, May 17, 2026. The event features exhibits from Carmel art galleries, artist demonstrations, workshops, the traditional Plein Air Competition, and an Opening Gala. The event will take place in Devendorf Park and on Mission Street between Ocean and Sixth Avenues.

The Opening Gala will feature a VIP wine reception, and 8 x 20 tents will be erected in Devendorf Park to house the art exhibits. Because this event proposes to serve alcohol on public property and the erection of tents on public property or some combination thereof, further approval is required by the City Council as follows:

Per Carmel Municipal Code section 9.20.020, it is unlawful for any person to drink any alcoholic beverage in or upon any public place within the City. The City Council may, however, authorize exceptions to the code for specific events of limited duration by

adopting a resolution.

Per Carmel Municipal Code section 12.32.060, it is unlawful to construct or erect any tent upon any public property. The City Council may, however, authorize exceptions to the code for specific events of limited duration by adopting a resolution.

**FISCAL IMPACT:**

There is no fiscal impact associated with adopting the resolution.

**PRIOR CITY COUNCIL ACTION:**

This is an annual event for which the Council routinely provides approval for the serving of alcohol and the erection of tents on public property.

**ATTACHMENTS:**

1. Resolution 2026-012

**CITY OF CARMEL-BY-THE-SEA  
CITY COUNCIL**

**RESOLUTION NO. 2026-012**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
AUTHORIZING THE CONSUMPTION OF ALCOHOL ON PUBLIC PROPERTY AND THE  
ERECTION OF TENTS ON PUBLIC PROPERTY FOR THE CARMEL ART FESTIVAL TO BE  
HELD MAY 15-17, 2026**

WHEREAS, the 33<sup>rd</sup> Annual Carmel Art Festival will be held May 15-17, 2026, and

WHEREAS, the event features exhibits from Carmel art galleries, artist demonstrations, workshops, the traditional Plein Air Competition, and an Opening Gala, and

WHEREAS, the event will take place in Devendorf Park and on Mission Street between Ocean and Sixth Avenues and features a VIP wine reception and the erection of 8 x 20 tents to house the art exhibits, and

WHEREAS, Chapter 9.20 of the Carmel-by-the-Sea Municipal Code states that it is unlawful for any person to drink any alcoholic beverage in or upon any public place, but that the City Council has the right, through adoption of a resolution, to make exceptions to the regulation for specific events of limited duration, and

WHEREAS, Chapter 12.32.060 of the Carmel-by-the-Sea Municipal Code states that it is unlawful to construct or erect any tent upon any public property, but that the City Council may, however, authorize exceptions to the code for specific events of limited duration by adopting a resolution.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:**

Authorize the consumption of alcohol and the erection of 8 x 20 tents to house the art exhibits for the 33<sup>rd</sup> Annual Carmel Art Festival in Devendorf Park Friday, May 15<sup>th</sup> through Sunday, May 17<sup>th</sup>, 2026.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
this 2nd day of February 2026, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

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Dale Byrne, Mayor

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Nova Romero, MMC, City Clerk



**CITY OF CARMEL-BY-THE-SEA**  
**City Council**  
**Staff Report**

**February 2, 2026**  
**ORDERS OF BUSINESS**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Nova Romero, City Clerk, Brian Pierik, City Attorney

**APPROVED BY:** Brandon Swanson, Acting City Administrator

**SUBJECT:** Resolution 2026-013 Adopting a Policy on the Distribution of Tickets and Passes *(Estimated time 20 minutes)*

**RECOMMENDATION:**

Motion to adopt Resolution 2026-013 Adopting a Policy on the Distribution of Tickets and Passes

**BACKGROUND / SUMMARY:**

**Executive Summary**

The City of Carmel-by-the-Sea does not currently have a formal policy governing the acceptance and distribution of tickets or passes received by the City for use by City officials. In the absence of such a policy, tickets or passes provided to City officials could be considered reportable gifts under the Political Reform Act, even when attendance serves a legitimate governmental purpose. Adoption of the proposed policy establishes a clear framework for compliance with FPPC regulations, promotes transparency, avoids the appearance of impropriety, and ensures consistent procedures for distribution, documentation, and public disclosure.

**Discussion**

The Fair Political Practices Commission (FPPC) regulates the distribution of tickets and passes by public agencies to elected officials, appointed officials, and certain designated employees pursuant to the Political Reform Act and [Title 2 of the California Code of Regulations, Section 18944.1](#). This regulation authorizes public agencies to

adopt a written policy governing the acceptance and distribution of tickets or passes for official use.

The purpose of adopting a tickets and passes policy is to establish a fair, equitable, and transparent process for the distribution of tickets or passes received by the City and to ensure compliance with FPPC regulations. When tickets or passes are distributed by an agency in accordance with an adopted policy that complies with Section 18944.1, the distribution does not constitute a “gift” to the recipient, is not subject to the FPPC annual gift limit, and is not required to be reported as a gift on the official’s Statement of Economic Interests (Form 700). The proposed Resolution is included as **Attachment 1**. The proposed Tickets and Passes Distribution Policy is included as **Attachment 2**.

Under FPPC regulations, tickets or passes may be distributed by an agency without being considered a gift provided that:

1. The distribution is made pursuant to a written policy adopted by the agency’s governing body and maintained as a public record;
2. The distribution is reported on FPPC Form 802 (Tickets Provided by Agency Report);
3. The ticket or pass is not earmarked by an outside source for use by a specific official; and
4. The agency determines, in its sole discretion, who will use the ticket or pass.

While tickets or passes distributed pursuant to an adopted policy are not considered gifts, FPPC regulations provide that other benefits not included with admission, such as food or beverages, may still be subject to applicable gift limits and reporting requirements.

Section 18944.1 further requires that any tickets or passes be distributed pursuant to a written policy approved by the governing body and prominently posted on the City’s website. At a minimum, the policy must:

- a) Identify the public purposes of the agency for which tickets or passes may be distributed;
- b) Require that any distribution to, or at the behest of, a City official or employee accomplish a stated public purpose;
- c) Prohibit the transfer of tickets or passes except to immediate family members or no more than one guest solely for attendance at the event; and
- d) Prohibit disproportionate use of tickets or passes by members of the governing body, the chief administrative officer, political appointees, or department heads.

All tickets or passes distributed pursuant to the policy must be disclosed on [FPPC Form 802](#), which identifies the number of tickets or passes distributed, the recipients, a description of the event, the face value, and the public purpose served. The City is required to post Form 802 on its website within forty-five (45) days of the distribution.

If adopted, the City's policy on Tickets and Passes must be posted on the City's website within 30 days of adoption, and sent to the FPPC so they may post the link to the policy.

**FISCAL IMPACT:**

None for this action

**PRIOR CITY COUNCIL ACTION:**

**ATTACHMENTS:**

1. Resolution 2026-013
2. Exhibit A - Policy on the Distribution of Tickets and Passes

**CITY OF CARMEL-BY-THE-SEA  
CITY COUNCIL**

**RESOLUTION NO. 2026-013**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
ADOPTING A POLICY ON THE DISTRIBUTION OF TICKETS AND PASSES**

WHEREAS, the Fair Political Practices Commission (FPPC) administers and enforces the Political Reform Act of 1974 (Government Code Section 81000 et seq.), including regulations governing the acceptance and distribution of tickets and passes by public agencies; and

WHEREAS, Title 2 of the California Code of Regulations, Section 18944.1, authorizes local agencies to adopt a written policy governing the distribution of tickets or passes received by the agency for use by elected officials, appointed officials, and designated employees; and

WHEREAS, when tickets or passes are distributed pursuant to a policy adopted in compliance with Section 18944.1, such tickets or passes are not considered gifts to the recipient, are not subject to the FPPC annual gift limit, and are not reportable as gifts on the recipient's Statement of Economic Interests (Form 700); and

WHEREAS, the City of Carmel-by-the-Sea currently does not have a formal policy governing the acceptance and distribution of tickets or passes received by the City; and

WHEREAS, adoption of a Policy on the Distribution of Tickets and Passes will establish a fair, transparent, and consistent framework for the distribution of tickets or passes, ensure compliance with FPPC regulations, promote accountability, and avoid the appearance of impropriety; and

WHEREAS, the proposed Policy on the Distribution of Tickets and Passes sets forth the public purposes for which tickets or passes may be distributed, establishes procedures for distribution and reporting, prohibits earmarking and disproportionate use, and requires public disclosure on FPPC Form 802 in accordance with state law.

**NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF  
CARMEL-BY-THE-SEA DOES HEREBY:**

- Adopt the Policy on the Distribution of Tickets and Passes, attached hereto as Exhibit A and incorporated herein by reference.
- The City Administrator is authorized and directed to administer the Policy in accordance with its terms and applicable FPPC regulations.
- The City Clerk is directed to post the adopted Policy and all required FPPC Form 802 disclosures on the City's website and to maintain such records in accordance with applicable law.



**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-  
THE-SEA this 2nd day of February, 2026, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

\_\_\_\_\_  
Dale Byrne, Mayor

\_\_\_\_\_  
Nova Romero, MMC, City Clerk

## **City of Carmel-by-the-Sea**

### **POLICY ON THE DISTRIBUTION OF TICKETS AND PASSES**

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Policy No. 2026-01

Office of the City Administrator

Carmel-by-the-Sea, CA 93921



## **City of Carmel-by-the-Sea Policy on the Distribution of Tickets and Passes**

### **.Background**

The Carmel-by-the-Sea City Council, Boards, Commissions and officials are subject to certain laws and regulations pertaining to gifts. The Fair Political Practices Commission ("FPPC") enforces the provisions of the Political Reform Act contained in Government Code Section 81000 et seq., as well as the regulations contained in Title 2, California Code of Regulations, Sections 18110 et seq.

The City strives to provide impartial and high quality services to its residents, businesses and visitors. The receipt by City officials of gifts or other items of value can be perceived as attempts to influence City operations, and the City wishes to avoid any appearance of impropriety or favoritism. Additionally, however, City officials' attendance at public events is necessary to achieve the goals of governance, both to promote the policies of the City and to maintain close contact with the citizens and interest groups within the City. This Policy outlines a fair and impartial procedure for the disposition of tickets or passes by the City in furtherance of a governmental purpose. It implements the directives of FPPC regulations and establishes procedures as required by Title 2, Division 6, Chapter 9.5, Section 18944.1 of the California Code of Regulations, for the acceptance and distribution of tickets or passes by the City. This Policy also ensures that tickets or passes distributed by the City are disclosed upon the required FPPC forms.

### **I; .DEFINITIONS**

- A. Unless otherwise provided herein, words and terms used in this Policy shall have the same meaning as that contained in the Political Reform Act of 1974 and the FPPC Regulations, as the same may be amended from time-to-time.
- B. "Beneficial use for official City business" means a use that will further a legitimate City purpose and assist the City in carrying out its mission, programs or goals. Beneficial uses include those governmental purposes set forth in Section II A, Policy Pertaining to Tickets and Passes, below. Where not specifically listed, beneficial uses are to be determined on a case-by-case basis.
- C. "City Administrator" means the City Administrator or his/her designee.
- D. "City Official" means any City elected official, appointed official, or person designated in the City's Conflict of Interest Code.

- E. "Gift" means anything of value, including meals, for which the recipient has not provided equal or greater value in return. A gift includes a rebate or discount in the price of anything unless the rebate or discount is made in the regular course of business to members of the public. A gift does not include de minimis gifts of food or incidental items, such as snacks, pens, etc., so long as the cumulative value of such gift does not exceed \$50 in a calendar year from any one source. A gift does not include a ticket or pass subject to Section II, Policy Pertaining to Tickets or Passes, as set forth below.
- F. "In the course of official City duties" means pursuant to a person's City job responsibilities, or because of a person's City position.
- G. "Pass" means a ticket that provides repeated access, entry or admission to a facility or series of events and for which similar passes are sold to the public.
- H. "Ticket" means anything that provides access, entry, or admission to a specific future event or function and for which similar tickets are sold to the public to view, listen to, or otherwise take advantage of the attraction or activity for which the ticket is sold and includes any benefits the ticket provides.

## II; .POLICY.PERTAINING.TO.TICKETS.OR.PASSES

### **A. Public Purpose.**

1. Attendance at functions within the City and functions otherwise relevant to the performance of City business that assist the City in carrying out its mission, programs or goals are reasonably necessary for accomplishing the legitimate purposes of City government. The City actively supports various philanthropic, cultural, civic, and business development organizations and programs within the City and throughout Monterey County. City Official attendance at such functions support legitimate public purposes pursued by the City. Therefore, attendance at all such functions are considered to accomplish the public purposes of city governance consistent with state law and specifically Title 2, Division 6, Chapter 9.5, Section 18944.1 of the California Code of Regulations.

2. Examples of legitimate public purposes accomplished by the distribution of tickets or passes pursuant to this Policy include, but are not limited to, the following:

- Promotion of local and regional businesses and economic development within the City, including conventions, conferences and annual meetings;
- Promotion of City-controlled or sponsored events, activities or programs;
- Promotion of community programs and resources available to City residents, including nonprofit organizations and youth programs;
- Marketing promotions highlighting the achievements of local residents and businesses;
- Promotion of marketing of private facilities available for City resident use, including charitable and nonprofit facilities;
- Promotion of public facilities available for City resident use;
- Promotion of City growth and development, including economic development and job creation opportunities;
- Promotion of City landmarks and/ or community events;
- Promotion of special events in accordance with any City contract;
- Exchange programs with foreign officials and dignitaries;
- Promotion of City recognition, visibility and/ or profile on a local, state, national or worldwide scale;
- Promotion of open government by City official appearances, participation and/ or availability at business or community events;
- Sponsorship agreements involving private events where the City specifically seeks to enhance the City's reputation both locally and regionally by serving as hosts providing the necessary opportunities to meet and greet visitors, dignitaries, and residents;
- All written contracts where the City, as a form of consideration, has required that a certain number of tickets or passes be made available for its use;
- Employment retention programs;
- Special outreach or support programs for active military, veterans, teachers, emergency services, medical personnel and other civil service occupations;
- Charitable 501(c)(3) fundraisers for the purpose of networking with other community and civic leaders or; and
- Any purpose similar to above included in any City contract.

3. If a particular event for which tickets or passes are distributed by the City does not fall under one of the above express categories, it shall be considered to fulfill the public purposes of this Policy if it achieves the general policy set out in Section II.A.1 above as determined on a case-by-case basis.

**B. Distribution of Tickets or Passes by the City.**

1. Where a ticket or pass is received by the City from an outside source for distribution to City Officials, the distribution of the ticket or pass shall be made consistent with this Policy.
2. Tickets or passes shall be distributed under this Policy at the sole discretion of the City pursuant to this Policy. Tickets or passes distributed under this Policy shall not be earmarked for distribution to a City Official or person by any outside source.
3. A ticket or pass may only be distributed by the City under this Policy if it serves a public purpose as defined above. If the ticket or pass does not serve a public purpose it shall be returned to its source or shall be given to an active 501(c)(3) non-profit, charitable organization that does business within the City. The City Administrator shall make the necessary determinations under this Policy.
4. Once received, tickets distributed pursuant to this policy shall be distributed by the City Administrator on a first-come first-serve basis, in a manner that is consistent with this Policy and with the restrictions set forth herein.
5. Any tickets or passes that are not distributed pursuant to this Policy shall be returned to the source of the tickets or passes or distributed to a 501(c)(3) non-profit, charitable organization that does business within the City.

**C. Responsibilities of City Administrator and City Clerk.**

1. The City Administrator shall manage the receipt, distribution and accounting for all tickets or passes subject to this Policy.
2. Upon distribution of a ticket or pass pursuant to this Policy, the City Administrator shall either complete FPPC Form 802, Tickets Provided by Agency Report, or provide sufficient information to the City Clerk so that the Clerk may complete the form.
3. No later than thirty (30) calendar days from the distribution of the ticket or pass or approval of this Policy, whichever date last occurs, the City Clerk, shall post the FPPC Form 802 on the City website.
4. The City Clerk shall maintain a completed Form 802 for not less than four (4) years, or other period as specified in any applicable FPPC Regulation.
5. The City Clerk shall cause this Policy to be posted on the City website as soon as reasonably possible after its adoption and shall see to it that the most current version of this Policy is in a prominent fashion on the City website as soon as reasonably possible.

6. A City Official may return any ticket or pass unused to the City Administrator for redistribution pursuant to this Policy.

**D. Restrictions.**

Tickets or passes distributed to a City Official pursuant to this Policy shall not be:

1. Transferred to any other person, except to members of the official's immediate family or no more than one guest solely for their attendance at the event;
2. Sold or exchanged for any consideration; or
3. Disproportionately used by a member of the City Council, political appointee, department head, or the City Administrator.

**E. Tickets or Passes Distributed Pursuant to this Policy Not Reportable on FPPC Form 700.**

If a ticket or pass is distributed pursuant to this Policy, it shall not be considered a gift to the recipient and shall not be reportable as a gift on FPPC Form 700.

**F. Tickets or Passes Not Distributed Pursuant to this Policy include, but are not limited to:**

1. An admission identified in California Code of Regulations, Title 2, Division 6, Chapter 9.5, Section 18942(a)(13) relating to a City Official performing a ceremonial role;
2. A ticket or pass that qualifies as taxable income to the City Official; or
3. If the City Official reimburses the City for the ticket or pass within thirty (30) days of receipt of the ticket or pass.



**CITY OF CARMEL-BY-THE-SEA**  
**City Council**  
**Staff Report**

**February 2, 2026**  
**ORDERS OF BUSINESS**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Todd Trayer, Police Chief, Brian Pierik, City Attorney

**APPROVED BY:** Brandon Swanson, Acting City Administrator

**SUBJECT:** Update on AB413 (Daylighting Law), and Discussion Regarding Downtown Speed Limits and Request for Direction to the City Administrator on Whether to Retain a Traffic Engineer to Conduct a Traffic Study *(Estimated time - 40 min)*

**RECOMMENDATION:**

The recommendation is that the City Council receive an update on AB 413 (Daylighting Law), and have a discussion regarding downtown speed limits and provide direction to the City Administrator on whether to retain a traffic engineer to conduct a traffic study.

**BACKGROUND / SUMMARY:**

When AB413 was implemented in the City, former Chief Tomasi was asked to return at a later date with an update on the implementation and its impacts on pedestrian safety, traffic, and parking. This Staff Report provides an update on the initial impacts of AB 413 in Carmel-by-the-Sea (daylighting law) and discussion on AB 43 (speed limits) and seeks direction from the City Council to the City Administrator on whether to retain a traffic engineer to conduct a traffic study.

**A. AB 413 (Daylighting Law)**

Staff has created an update on the impact of AB 413 over the past calendar year and will present initial data at the Council Meeting via powerpoint. The presentation includes the pros and cons from the perspective of the community related to the decrease in parking, loading zone usage, and the additional stop signs installed in October 2025. At a high level, AB413 appears to be helping with safety downtown as



records show traffic incidents are less concentrated in previously high risk areas.

Some feedback has been received from business operators that the removal of green spaces has impacted their customers. Conversely, some residents have stated that they like having the new yellow zones for quick stops in the downtown core. Chief Trayer will present a more robust update on the outcomes related to AB413 implementation at the meeting.

**There will be a recap of AB 413 laws as stated below and how they relate to parking & traffic surveys:**

AB 413 amended California Vehicle Code (CVC) Section 22500 by adding subdivision (n) which reads as below (bolded text shows when a City can establish a different distance):

“A person shall not stop, park, or leave standing any vehicle whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or official traffic control device, in any of the following places:

.....

(n)(1)(A) Within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present.

**(B) Notwithstanding subparagraph (A), a local authority may establish a different distance if both of the following requirements are met:**

**(i) A local authority establishes the different distance by ordinance that includes a finding that the different distance is justified by established traffic safety standards.**

**(ii) A local authority has marked the different distance at the intersection using paint or a sign.**

(2) Notwithstanding paragraph (1), a local authority may permit commercial vehicle loading or unloading within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present if both of the following requirements are met:

(A) A local authority authorizes the commercial vehicle loading and unloading by ordinance and identifies the crosswalk or crosswalks in the ordinance.

(B) A local authority has marked the commercial loading and unloading areas with paint or signage.

(3) Notwithstanding paragraph (1), a local authority may permit parking for bicycles or motorized scooters within 20 feet of a crosswalk.

(4) Prior to January 1, 2025, jurisdictions may only issue a warning, and shall not issue a citation, for a violation unless the violation occurs in an area marked using paint or a sign.”

October 1, 2024: There was a Staff Report presented to the City Council by then Police Chief Paul Tomasi (**Attachment 1** includes a copy of AB 413, Existing Parking Map, and Proposed Parking Map).

November 5, 2024: There was another Staff Report presented to the City Council regarding AB 413 and the City Council introduced by a first reading Ordinance No. 24-002. (**Attachment 2**).

December 3, 2024: The Council adopted Ordinance No. 24-002 on second reading (**Attachment 3**).

Ordinance No. 2024-002 amended City Municipal Code Section 10.36.010 Subsection (C)(1) to read as follows:

“C. Commercial loading zones and combined commercial loading and passenger loading zones shall be indicated by a yellow paint line stenciled with black letters, “Loading Only,” upon the tops of all curbs within such zones, and the combined commercial loading and passenger loading zone shall in addition be marked with a suitable sign.

1. Per California Vehicle Code section 22500 and AB 413, Commercial Loading Zones are permitted within 20 feet of the vehicle-approach side of the crosswalk(s), marked or unmarked, at each of the following intersections. If a curb extension is present, the Commercial Loading Zones are permitted within 15 feet of the crosswalk(s) marked or unmarked, at each of the following intersections. Curbs shall be painted yellow and stenciled with black letters indicating “Commercial Loading 20 Minutes Only”:

- Northside of 4th, East of Mission
- Westside of Mission, North of 4th
- Northside of 4th, East of San Carlos
- Eastside of San Carlos, South of 4th
- Westside of Junipero, North of 5th
- Eastside of Junipero, South of 5th
- Westside of Mission, North of 5th
- Eastside of San Carlos, South of 5th
- Eastside of Dolores, South of 5th
- Eastside of Lincoln, South of 5th
- Westside of Mission, North of 6th
- Eastside of Mission, South of 6th
- Southside of 6th, West of Mission
- Westside of San Carlos, North of 6th
- Eastside of San Carlos, South of 6th

- Southside of 6th, West of San Carlos
- Westside of Dolores, North of 6th
- Northside of 6th, East of Lincoln
- Eastside of Lincoln, South of 6th
- South side of 6th, West of Lincoln
- Eastside of Monte Verde, South of 6th
- Southside of 7th, West of Junipero
- Northside of 7th, East of San Carlos
- Westside of San Carlos, North of 7th
- Southside of 7th, West of San Carlos
- Northside of 7th, East of Dolores
- Westside of Dolores, North of 7th
- Eastside of Dolores, South of 7th
- Southside of 7th, West of Dolores
- Northside of 7th, East of Lincoln
- Eastside of Lincoln, South of 7th
- Westside of Lincoln, North of 7th
- Northside of 7th, East of Monte Verde
- Northside of 8th, East of Lincoln
- Westside of Dolores, North of 8th
- Eastside of Dolores, South of 8th
- Westside of San Carlos, North of 8th
- Northside of 8th, East of San Carlos
- Northside of 8th, East of Camino Real
- Southside of 8th, West of Camino Real
- Northside of 8th, East of Carmelo
- Southside of 8th, West of Carmelo
- Southside of 9th, West of Dolores
- Southside of 9th, West of San Carlos
- Eastside of San Carlos, South of 12th

#### Curb Painting:

Subsequent to the adoption of Ordinance No. 2024-002, the City painted the curbs red to prohibit parking as required by CVC 22500 (n) within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present.

In addition, the City painted the curbs yellow in the locations listed in City Municipal Code Section 10.36.010 Subsection (C)(1) with black lettering reading “Commercial Loading 20 Minutes Only”.

#### **B. AB 43 (Traffic Safety - Speed)**

AB 43 was signed by the Governor on October 8, 2021 and became effective on January 1, 2022 (**Attachment 4**). AB 43 amended several Sections of the California

Vehicle Code and also added Sections relating to traffic safety.

CVC 22358 is one of the Sections amended by AB 43 and now reads:

§ 22358. Decrease of local limits

(a) Whenever a local authority determines upon the basis of an engineering and traffic survey that the limit of 65 miles per hour is more than is reasonable or safe upon any portion of any street other than a state highway where the limit of 65 miles per hour is applicable, the local authority may by ordinance determine and declare a prima facie speed limit of 60, 55, 50, 45, 40, 35, 30, 25, 20, or 15 miles per hour, whichever is found most appropriate to facilitate the orderly movement of traffic and is reasonable and safe, which declared prima facie limit shall be effective when appropriate signs giving notice thereof are erected upon the street.

(b) This section shall become operative on the date specified in subdivision (c) of Section 22366.

Section 22358 became effective on January 3, 1996.

### **C. Carmel Municipal Code (CMC) Chapter 10.12 ( Speed Limits)**

CMC Chapter 10.12 contains the speed limits which have been codified in the Municipal Code with some streets designated as 15 miles per hour, one street (San Antonio) as 20 miles per hour and a number of streets as 25 miles per hour.

If the City were to consider changing the speed limits for some streets, then an ordinance would be necessary to identify which streets and the corresponding speed limit.

### **D. Traffic Study**

As noted above, CVC 22500 (n), the Daylight Law, allows a City to adopt an ordinance to establish a different distance than specified in Section 22500 provided that the ordinance includes a finding that the different distance is justified by established traffic safety standards.

As also noted, CVC § 22358 (Decrease of local limits), allows a City to adopt an ordinance “upon the basis of an engineering and traffic survey” with a speed limit ranging from 15 miles per hour to 60 miles per hour “whichever is found most appropriate to facilitate the orderly movement of traffic and is reasonable and safe, which declared prima facie limit shall be effective when appropriate signs giving notice thereof are erected upon the street.”

### **E. Conclusion**

In order to conduct a traffic study for either of the purposes specified in CVC 22500 (n) and/or CVC § 22358, the City would need to retain a qualified traffic engineer.

If the traffic study supported reducing the speed limit on certain streets pursuant to CVC § 22358, then it is possible that the speed limit reduction might be considered by the City in evaluating what changes, if any, might be appropriate under CVC 22500 (n) for those streets which could result in additional parking spaces being available if the distance currently painted red is reduced below 20 feet. The traffic study could also include a review of the locations designated for Commercial Loading.

However, the City would need to review the traffic study to determine what options, if any, would be appropriate for a potential ordinance or ordinances pursuant to CVC 22500 (n) and/or CVC § 22358. An initial check estimates costs of a traffic study could start at \$15,000 and up depending on the total requirements of that study which would comprise a speed study and potentially a parking /daylighting study.

#### **FISCAL IMPACT:**

No fiscal impact for this Agenda item. If the City Council gives direction to City Administrator to retain a traffic engineer to conduct a study, then there will be a fiscal impact depending upon the cost for the study.

#### **PRIOR CITY COUNCIL ACTION:**

City Council meetings regarding AB 413 held on October 1, 2024 and November 5, 2024 (first reading of Ordinance No. 2024-002) and December 3, 2024 (second reading of Ordinance No. 2024-002).

Adoption of Ordinance No. 2024-002 on December 3, 2024

#### **ATTACHMENTS:**

1. 10-1-2024 Staff Report AB 413 Parking Laws and Provide direction (AB 413 Text, Existing Parking Map, Proposed Parking Map)
2. 11-5-2024 Staff Report - First Reading Ord. AB413 Parking
3. Ordinance 2024-002 - Daylighting Bill Amending CMC 10.36.010 Commercial Loading Zones
4. Bill Text - AB-43 Traffic safety



## CITY OF CARMEL-BY-THE-SEA CITY COUNCIL Staff Report

October 1, 2024  
ORDERS OF BUSINESS

|                      |                                                                                                                                   |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>TO:</b>           | Honorable Mayor and City Council Members                                                                                          |
| <b>SUBMITTED BY:</b> | Paul Tomasi, Chief of Police & Public Safety Director                                                                             |
| <b>APPROVED BY:</b>  | Chip Rerig, City Administrator                                                                                                    |
| <b>SUBJECT:</b>      | Receive a report from the Traffic Safety Committee on a proposed plan regarding the implementation of AB413 and provide direction |

### RECOMMENDATION:

Receive a report from the Traffic Safety Committee on a proposed plan regarding the implementation of AB413 and provide direction.

### BACKGROUND/SUMMARY:

On October 2023, Governor Gavin Newsom signed assembly Bill 413 (AB413) into law (**Attachment 1**). The bill was authored by assembly member Alex Lee of San Jose and aims to increase visibility at crosswalks across California. The bill went into effect January 1, 2024 and adds a section to the existing California Vehicle Code Section; 22500: Stopping, Standing & Parking.

AB413, more commonly known as the Daylighting Bill went into effect January 1, 2024, with enforcement required to begin on January 1, 2025.

The added language to the California Vehicle Code Section 22500 is as follows: (n)(1)(A) Within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present.

Additional language to Section 22500 includes options for implementation and compliance of the law.

**Option #1:** A local authority may establish a different distance if both of the following requirements are met; (1) The local authority establishes the different distance by ordinance that includes a finding that the different distance is justified by established traffic safety standards; and (2) A local authority has marked the different distance at the intersections using paint or signs.

**Option #2:** A local authority may permit commercial vehicle loading or unloading within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present if both of the following requirements are met. (A) A local authority authorizes the commercial loading and unloading by ordinance and identifies the crosswalk or crosswalks in the ordinance; and (B) A local authority has marked the commercial loading and unloading areas with paint or signage.

**Option #3:** A local authority may permit spaces be used for bicycles or motorized scooters within 20 feet of a crosswalk.

In order to develop a plan for the city, where we meet the requirements of AB413, and increase pedestrian safety, staff took a three step approach to the proposed plan.

**Step 1: Analyze accident data for the village:**

- Over the past six years, analyzing accident data from 2019 to August 2024 there have been a total of 9 pedestrian versus vehicle accidents. Of those 9, only one potentially would have been avoided by the requirements of AB413. In this single accident, a contributing factor was darkness due to the time of night, which impacted the driver's ability to see the person in the crosswalk. In all other accidents, improving the sight view on the approach side of the intersection would not have made a difference in the outcome of the accident as the visibility being gained by this law would not have changed the outcome.

**Step 2: Identify the intersections that have the highest probability for pedestrian versus vehicle accidents:**

- This study focused on primarily the business district, including streets and intersections from Junipero to Monte Verde, and 5th Avenue to 8th Avenue.
- Intersections with the heaviest traffic and pedestrian traffic were identified.
- Intersections were identified by staff were primarily along Ocean Avenue and the intersections surrounding Devendorf Park.

**Step 3: Determine the number of spaces in the business district.**

Staff initially tallied all of the parking spaces available in the core of the village, consisting of Junipero to Monte Verde and 5th Avenue to 8th Avenue. Spaces counted include 2-hour, Commercial loading, 30/10-minute zones, and Disabled parking. Spaces not included are Hotel Loading Zones and spaces contained within parking lots or curbs that are already painted red.

**Current Parking Stock (Attachment 2):**

810 total spaces:

- 696 Two-hour parking spaces
- 102 Thirty/Ten minute zones
- 8 Commercial Loading Zones
- 4 Disabled Parking

The development of the proposed plan took into consideration the large number of 30-minute parking zones in the village and looked for opportunities to convert a number of these spaces into 20-minute commercial vehicle loading zones. This would still allow short term parking for vehicles.

The following plan, besides being flexible, may also help reduce the number of small vehicles double parking, which is often done for pick-ups and/or deliveries. The double parking creates lane closures which impacts traffic flow and increases an arguably greater risk to pedestrians. This plan does not address full size trucks which legally still can double park for deliveries.

**Staff proposes the following plan (Attachment 3):**

| <b>810 Total Spaces</b>                    | <b>Previously</b> |
|--------------------------------------------|-------------------|
| 687 Two-Hour Spaces                        | (696)             |
| 42 Thirty/Ten minute zones (Green)         | (102)             |
| 39 Commercial Loading Zones (Yellow)       | (8)               |
| 8 Bicycle/Motorized Scooter Spaces (White) | (0)               |
| 4 Disabled Spaces (Blue)                   | (4)               |
| 30 Red No Parking Spaces (Red)             | (0)               |

Staff completed a study of the remainder of the city where spaces would be impacted by AB413. The following intersections were identified, and staff has made recommendations for these intersections.

- Junipero & 4<sup>th</sup> - Center Median - Red
- Mission & 4<sup>th</sup> - NE Corner - Loading
- Mission & 4<sup>th</sup> - NW Corner - Loading
- San Carlos & 4<sup>th</sup> - SE Corner - Loading
- San Carlos & 4<sup>th</sup> - NE Corner - Loading
- San Carlos & 12<sup>th</sup> - SE Corner - Red
- San Carlos & 9<sup>th</sup> - SE Corner - Loading
- San Carlos & 9<sup>th</sup> - SW Corner - Loading
- Dolores & 9<sup>th</sup> - SW Corner - Loading
- Casanova & 8<sup>th</sup> - NE Corner - Red
- Camino Real & 8<sup>th</sup> - NE Corner - Loading
- Camino Real & 8<sup>th</sup> - SW Corner - Loading
- Carmelo & 8<sup>th</sup> - NE Corner - Loading
- Carmelo & 8<sup>th</sup> - SE Corner - Loading
- San Antonio & 8<sup>th</sup> - NE Corner - Red
- Camino Real & 7<sup>th</sup> - NE Corner - Red

A total of:

- Five (5) Red Zones
- Eleven (11) Commercial Loading Zones

This plan was presented to the Traffic Safety Committee on August 28, 2024. The Traffic Safety Committee received the report with a proposal to bring the final plan to City Council for approval and recommendations.

This plan gets us complaint with AB413 and allows for flexibility based on future needs of the city while limiting the impact on our existing available parking. Future changes to the plan would be made by the Traffic Safety Committee, unless required to be made through the City Council. If approved by Council, staff will return in November for the first reading of an ordinance identifying the parking spaces being converted to Commercial Loading Zones and begin implementation of the proposed plan.

#### **FISCAL IMPACT:**

There is virtually no additional fiscal impact as the proposed plan involves the application of paint by Public



Works, which is already a function fully budgeted by the Department.

**PRIOR CITY COUNCIL ACTION:**

None

**ATTACHMENTS:**

Attachment 1) AB 413 Vehicle Code Amendment

Attachment 2) Existing Parking Map

Attachment 3) Proposed Parking Map

**Assembly Bill No. 413**

CHAPTER 652

An act to amend Section 22500 of the Vehicle Code, relating to vehicles.

[ Approved by Governor October 10, 2023. Filed with Secretary of State October 10, 2023. ]

**LEGISLATIVE COUNSEL'S DIGEST**

AB 413, Lee. Vehicles: stopping, standing, and parking.

Existing law prohibits the stopping, standing, or parking of a vehicle in certain places and under certain conditions, including within an intersection, on a sidewalk or crosswalk, or in front of a fire station. Existing law additionally authorizes local jurisdictions to, by ordinance, restrict parking in certain areas, at certain times, and for certain reasons, and to establish metered parking.

This bill would prohibit the stopping, standing, or parking of a vehicle within 20 feet of the vehicle approach side of any unmarked or marked crosswalk or 15 feet of any crosswalk where a curb extension is present, as specified. The bill would, prior to January 1, 2025, authorize jurisdictions to only issue a warning for a violation, and would prohibit them from issuing a citation for a violation, unless the violation occurs in an area marked using paint or a sign.

By restricting parking in certain areas, this bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

**Digest Key**

Vote: MAJORITY Appropriation: NO Fiscal Committee: YES Local Program: YES

**Bill Text**

**The people of the State of California do enact as follows:**

## **SECTION 1.**

Section 22500 of the Vehicle Code is amended to read:

### **22500.**

A person shall not stop, park, or leave standing any vehicle whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or official traffic control device, in any of the following places:

- (a) Within an intersection, except adjacent to curbs as may be permitted by local ordinance.
- (b) On a crosswalk, except that a bus engaged as a common carrier or a taxicab may stop in an unmarked crosswalk to load or unload passengers when authorized by the legislative body of a city pursuant to an ordinance.
- (c) Between a safety zone and the adjacent right-hand curb or within the area between the zone and the curb as may be indicated by a sign or red paint on the curb, which sign or paint was erected or placed by local authorities pursuant to an ordinance.
- (d) Within 15 feet of the driveway entrance to a fire station. This subdivision does not apply to any vehicle owned or operated by a fire department and clearly marked as a fire department vehicle.
- (e) (1) In front of a public or private driveway, except that a bus engaged as a common carrier, schoolbus, or a taxicab may stop to load or unload passengers when authorized by local authorities pursuant to an ordinance.
- (2) In unincorporated territory, where the entrance of a private road or driveway is not delineated by an opening in a curb or by other curb construction, so much of the surface of the ground as is paved, surfaced, or otherwise plainly marked by vehicle use as a private road or driveway entrance, shall constitute a driveway.
- (f) On a portion of a sidewalk, or with the body of the vehicle extending over a portion of a sidewalk, except electric carts when authorized by local ordinance, as specified in Section 21114.5. Lights, mirrors, or devices that are required to be mounted upon a vehicle under this code may extend from the body of the vehicle over the sidewalk to a distance of not more than 10 inches.
- (g) Alongside or opposite a street or highway excavation or obstruction when stopping, standing, or parking would obstruct traffic.
- (h) On the roadway side of a vehicle stopped, parked, or standing at the curb or edge of a highway, except for a schoolbus when stopped to load or unload pupils in a business or residence district where the speed limit is 25 miles per hour or less.
- (i) Except as provided under Section 22500.5, alongside curb space authorized for the loading and unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb erected or painted by local authorities pursuant to an ordinance.

(j) In a tube or tunnel, except vehicles of the authorities in charge, being used in the repair, maintenance, or inspection of the facility.

(k) Upon a bridge, except vehicles of the authorities in charge, being used in the repair, maintenance, or inspection of the facility, and except that buses engaged as a common carrier in local transportation may stop to load or unload passengers upon a bridge where sidewalks are provided, when authorized by local authorities pursuant to an ordinance, and except that local authorities pursuant to an ordinance or the Department of Transportation pursuant to an order, within their respective jurisdictions, may permit parking on bridges having sidewalks and shoulders of sufficient width to permit parking without interfering with the normal movement of traffic on the roadway. Local authorities, by ordinance or resolution, may permit parking on these bridges on state highways in their respective jurisdictions if the ordinance or resolution is first approved in writing by the Department of Transportation. Parking shall not be permitted unless there are signs in place, as may be necessary, to indicate the provisions of local ordinances or the order of the Department of Transportation.

(l) In front of or upon that portion of a curb that has been cut down, lowered, or constructed to provide wheelchair accessibility to the sidewalk.

(m) In a portion of a highway that has been designated for the exclusive use of public transit buses.

(n) (1) (A) Within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present.

(B) Notwithstanding subparagraph (A), a local authority may establish a different distance if both of the following requirements are met:

(i) A local authority establishes the different distance by ordinance that includes a finding that the different distance is justified by established traffic safety standards.

(ii) A local authority has marked the different distance at the intersection using paint or a sign.

(2) Notwithstanding paragraph (1), a local authority may permit commercial vehicle loading or unloading within 20 feet of the vehicle approach side of any marked or unmarked crosswalk or within 15 feet of any crosswalk where a curb extension is present if both of the following requirements are met:

(A) A local authority authorizes the commercial vehicle loading and unloading by ordinance and identifies the crosswalk or crosswalks in the ordinance.

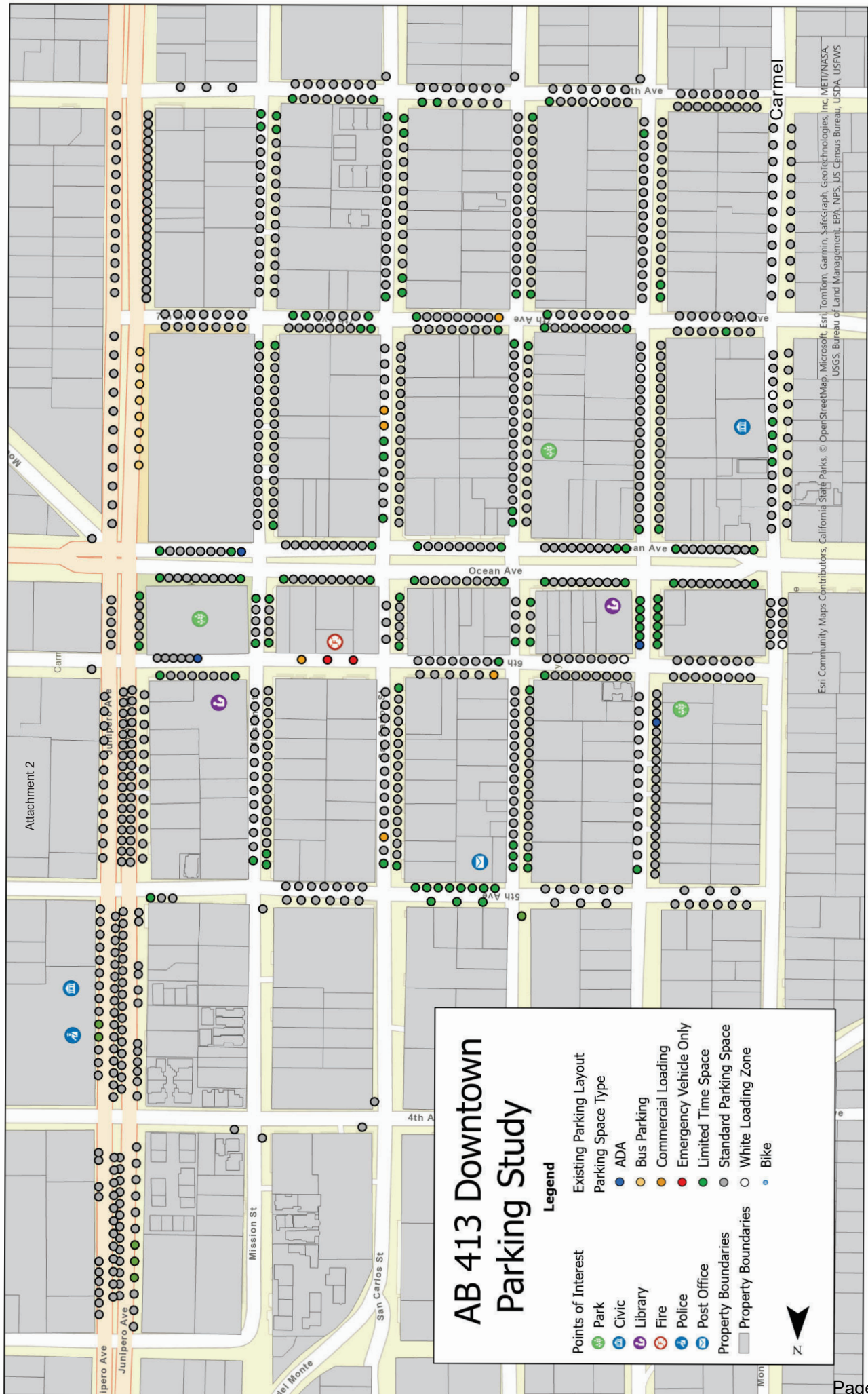
(B) A local authority has marked the commercial loading and unloading areas with paint or signage.

(3) Notwithstanding paragraph (1), a local authority may permit parking for bicycles or motorized scooters within 20 feet of a crosswalk.

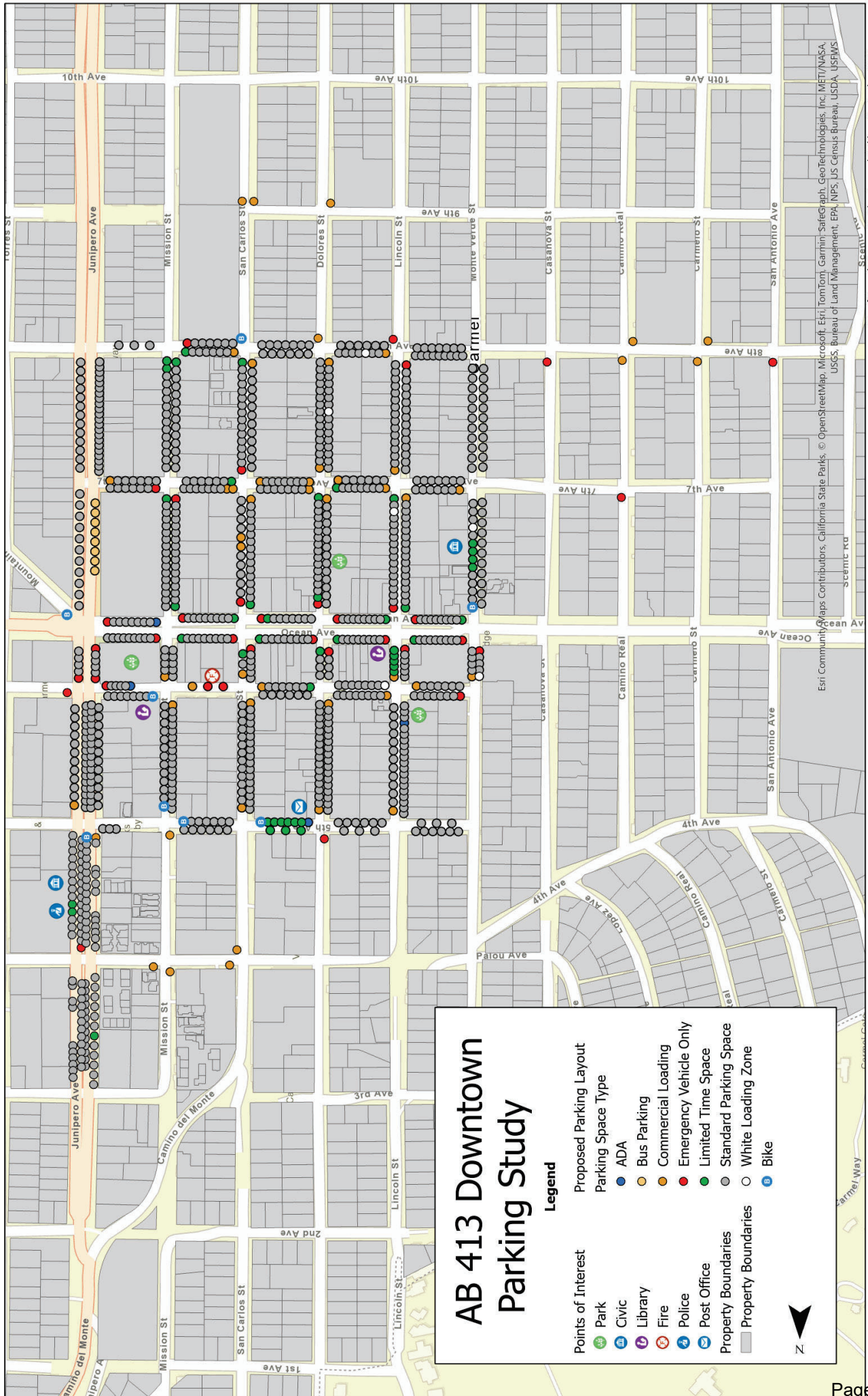
(4) Prior to January 1, 2025, jurisdictions may only issue a warning, and shall not issue a citation, for a violation unless the violation occurs in an area marked using paint or a sign.

## **SEC. 2.**

If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.







## AB 413 Downtown Parking Study

**Points of Interest**

- Park
- Civic
- Library
- Fire
- Police
- Post Office

**Property Boundaries**

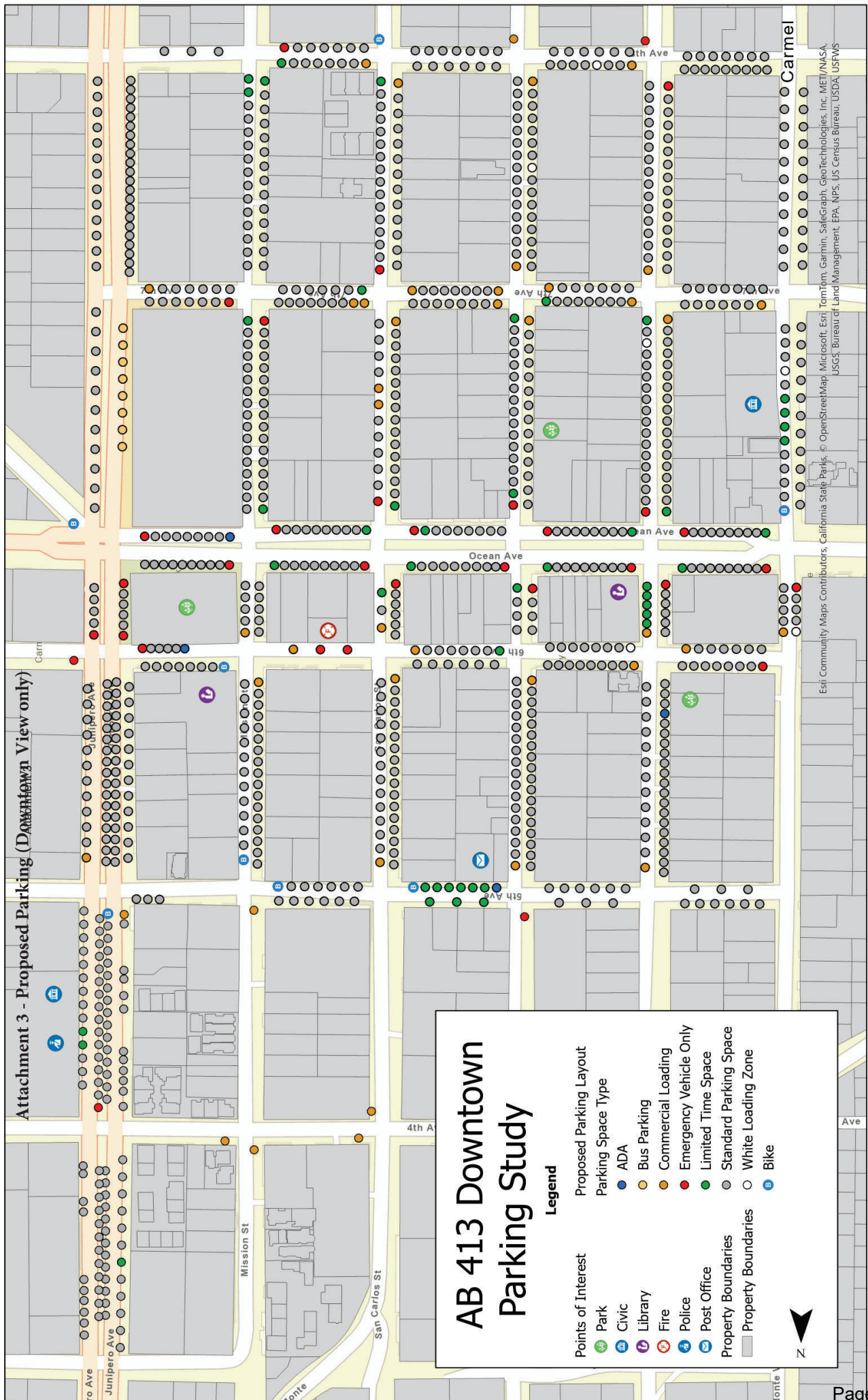
- Property Boundaries

**Legend**

**Proposed Parking Layout**

**Parking Space Type**

- ADA
- Bus Parking
- Commercial Loading
- Emergency Vehicle Only
- Limited Time Space
- Standard Parking Space
- White Loading Zone
- Bike







**CITY OF CARMEL-BY-THE-SEA**  
**CITY COUNCIL**  
**Staff Report**

**November 5, 2024**  
**PUBLIC HEARINGS**

|                      |                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>TO:</b>           | Honorable Mayor and City Council Members                                                                                                                                                                                                                                                                                                                                                            |
| <b>SUBMITTED BY:</b> | Paul Tomasi, Chief of Police & Public Safety Director                                                                                                                                                                                                                                                                                                                                               |
| <b>APPROVED BY:</b>  | Chip Rerig, City Administrator                                                                                                                                                                                                                                                                                                                                                                      |
|                      | First Reading and Introduction of Ordinance No. 2024-002, amending Chapter 10.36.010 of the Carmel-by-the-Sea Municipal Code by adding subsection (1), under Section (C); Identifying Commercial Loading Zones to comply with CVC 22500 and Assembly Bill 413-The "Daylighting Bill"                                                                                                                |
| <b>SUBJECT:</b>      | <b>Recommendation:</b><br>1. Request the City Attorney read the title of the Ordinance only; and<br><br>2. Waive the reading in full and introduce Ordinance No. 2024-002, amending Chapter 10.36.010 of the Carmel-by-the-Sea Municipal Code adding subsection (1), under Section (C); Identifying Commercial Loading Zones to comply with CVC 22500 and Assembly Bill 413-The "Daylighting Bill". |

**RECOMMENDATION:**

1. Request the City Attorney read the title of the Ordinance only; and
2. Waive the reading in full and introduce Ordinance No. 2024-002, amending Chapter 10.36.010 of the Carmel-by-the-Sea Municipal Code adding subsection (1), under Section (C); Identifying Commercial Loading Zones to comply with CVC 22500 and Assembly Bill 413-The "Daylighting Bill".

**BACKGROUND/SUMMARY:**

Assembly Bill (AB) 413 is a state law that went into effect on January 1, 2024. Also known as the "Daylighting Bill," AB 413 amended the California Vehicle Code (CVC) Section 22500 to prohibit the Stopping, Standing, or Parking of any vehicle on the approach side of the intersection within 20 feet of any marked or unmarked crosswalk, or within 15 feet of any intersection with a curb extension. AB 413 allows local authority to permit commercial loading or unloading in areas impacted by AB 413, if the local authority; (a) authorizes the commercial vehicle loading and unloading by ordinance and identifies the locations in an ordinance; and (b) marks the commercial loading and unloading zones with paint or signage.

Staff is recommending a change to the Carmel-by-the-Sea Municipal Code (CMC) Chapter 10.36.010 "Loading Zones - Indication" by adding subsection (C)(1) identifying the intersections in the City

commercial loading zones at which the City intends to authorize vehicle loading and unloading subject to the requirements of AB 413 and CVC Section 22500.

Current language of CMC 10.36.010:

**10.36.010 Loading Zones – Indication.**

A. The City Council is authorized to determine and to mark loading zones as follows:

1. At any place in the central traffic district or any business district;
2. Elsewhere in front of the entrance to any place of business or in front of any hall or place used for the purpose of public assembly.

B. In no event shall more than one-half of the total curb length in any block be reserved for loading zone purposes exclusive of the passenger loading zones at the entrances to public theaters.

C. Commercial loading zones and combined commercial loading and passenger loading zones shall be indicated by a yellow paint line stenciled with black letters, "Loading Only," upon the tops of all curbs within such zones, and the combined commercial loading and passenger loading zone shall in addition be marked with a suitable sign.

D. Passenger loading zones shall be indicated by a white line stenciled with black letters, "Passenger Loading Only," upon the tops of all curbs in the zones. (Ord. 177 C.S. § 1, 1968; Ord. 196 § 52, 1938; Code 1975 § 551).

Staff's recommendation is to add the following language under Section (C); adding Subsection (1) with the following language:

C. Commercial loading zones and combined commercial loading and passenger loading zones shall be indicated by a yellow paint line stenciled with black letters, "Loading Only," upon the tops of all curbs within such zones, and the combined commercial loading and passenger loading zone shall in addition be marked with a suitable sign.

**1. Per California Vehicle Code section 22500 and AB 413, Commercial Loading Zones are permitted within 20 feet of the vehicle-approach side of the crosswalk(s), marked or unmarked, at each of the following intersections. If a curb extension is present, the Commercial Loading Zones are permitted within 15 feet of the crosswalk(s) marked or unmarked, at each of the following intersections. Curbs shall be painted yellow and stenciled with black letters indicating "Commercial Loading 20 Minutes Only":**

- **Northside of 4th, East of Mission**
- **Westside of Mission, North of 4th**
- **Northside of 4th, East of San Carlos**
- **Eastside of San Carlos, South of 4th**
- **Westside of Junipero, North of 5th**
- **Eastside of Junipero, South of 5th**
- **Westside of Mission, North of 5th**
- **Eastside of San Carlos, South of 5th**
- **Eastside of Dolores, South of 5th**

- Eastside of Lincoln, South of 5th
- Westside of Mission, North of 6th
- Eastside of Mission, South of 6th
- Southside of 6th, West of Mission
- Westside of San Carlos, North of 6th
- Eastside of San Carlos, South of 6th
- Southside of 6th, West of San Carlos
- Westside of Dolores, North of 6th
- Northside of 6th, East of Lincoln
- Eastside of Lincoln, South of 6th
- South side of 6th, West of Lincoln
- Eastside of Monte Verde, South of 6th
- Southside of 7th, West of Junipero
- Northside of 7th, East of San Carlos
- Westside of San Carlos, North of 7th
- Southside of 7th, West of San Carlos
- Northside of 7th, East of Dolores
- Westside of Dolores, North of 7th
- Eastside of Dolores, South of 7th
- Southside of 7th, West of Dolores
- Northside of 7th, East of Lincoln
- Eastside of Lincoln, South of 7th
- Westside of Lincoln, North of 7th
- Northside of 7th, East of Monte Verde
- Northside of 8th, East of Lincoln
- Westside of Dolores, North of 8th
- Eastside of Dolores, South of 8th
- Westside of San Carlos, North of 8th
- Northside of 8th, East of San Carlos
- Northside of 8th, East of Camino Real
- Southside of 8th, West of Camino Real
- Northside of 8th, East of Carmelo
- Southside of 8th, West of Carmelo
- Southside of 9th, West of Dolores
- Southside of 9th, West of San Carlos
- Eastside of San Carlos, South of 12th

**FISCAL IMPACT:**

None for this action.

**PRIOR CITY COUNCIL ACTION:**

None

**ATTACHMENTS:**

Attachment 1) Draft Ordinance No. 2024-002

**CITY OF CARMEL-BY-THE-SEA  
CITY COUNCIL**

**ORDINANCE NO. 2024-002**

**AN ORDINANCE OF THE CITY COUNCIL OF CARMEL-BY-THE-SEA AMENDING CHAPTER 10.36.010 OF THE CARMEL-BY-THE-SEA MUNICIPAL CODE BY ADDING SUBSECTION (1), UNDER SECTION (C); IDENTIFYING COMMERCIAL LOADING ZONES TO COMPLY WITH CVC 22500 AND ASSEMBLY BILL 413-THE "DAYLIGHTING BILL"**

WHEREAS, on October 2023, Governor Gavin Newsom signed Assembly Bill 413 (AB 413) into law, which aims to increase visibility at crosswalks across California; and

WHEREAS, AB 413 went into effect January 1, 2024, and enforcement is required to begin on January 1, 2025; and

WHEREAS, AB 413, also known as the "Daylighting Bill," adds adds subdivision (n) to the existing California Vehicle Code section 22500: Stopping, Standing and Parking, generally prohibiting the stopping, standing, or parking of a vehicle within 20 feet of the vehicle approach side of any marked or unmarked crosswalk, or within 15 feet of any crosswalk where a curb extension is present; and

WHEREAS, AB 413 allows local authority to permit commercial loading or unloading in areas impacted by AB 413 if the local authority: (a) authorizes the commercial vehicle loading and unloading by ordinance and identifies the specific locations in the ordinance; and (b) marks the commercial loading and unloading zones with paint or signage; and

WHEREAS, the Traffic Safety Committee (TSC) has analyzed accident data for the City from the past six years and has identified intersections that have the highest probability for pedestrian versus vehicle accidents, determined the number of parking spaces in the business district, and have come up with a plan to convert certain areas into loading zones in compliance with AB 413; and

WHEREAS, on August 28, 2024, the TSC presented the draft AB 413 Parking Plan to the public, and on October 1, 2024, the TSC presented the plan to City Council; and

WHEREAS, the proposed AB 413 Parking Plan brings the City into compliance with AB 413 and allows for flexibility based on future needs of the City while limiting the impact on the City's existing available parking. Future changes to the plan would be made by the TSC, unless required to be made through the City Council; and

WHEREAS, the City Council gave direction to staff on October 1, 2024 to return with a draft ordinance amending Carmel-by-the-Sea Municipal Code Chapter 10.36.010 "Loading Zones" to identify the areas converted to Commercial Loading Zones and to begin implementation of the proposed parking plan associated with AB 413.

**THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** Chapter 10.36.010 is hereby amended, to add Subsection (C)(1) as follows:

**10.36.010 Loading Zones – Indication.**

A. The City Council is authorized to determine and to mark loading zones as follows:

1. At any place in the central traffic district or any business district.
2. Elsewhere in front of the entrance to any place of business or in front of any hall or place used for the purpose of public assembly.

B. In no event shall more than one-half of the total curb length in any block be reserved for loading zone purposes exclusive of the passenger loading zones at the entrances to public theaters.

C. Commercial loading zones and combined commercial loading and passenger loading zones shall be indicated by a yellow paint line stenciled with black letters, "Loading Only," upon the tops of all curbs within such zones, and the combined commercial loading and passenger loading zone shall in addition be marked with a suitable sign.

**1. Per California Vehicle Code section 22500 and AB 413, Commercial Loading Zones are permitted within 20 feet of the vehicle-approach side of the crosswalk(s), marked or unmarked, at each of the following intersections. If a curb extension is present, the Commercial Loading Zones are permitted within 15 feet of the crosswalk(s) marked or unmarked, at each of the following intersections. Curbs shall be painted yellow and stenciled with black letters indicating "Commercial Loading 20 Minutes Only":**

- **Northside of 4th, East of Mission**
- **Westside of Mission, North of 4th**
- **Northside of 4th, East of San Carlos**
- **Eastside of San Carlos, South of 4th**
- **Westside of Junipero, North of 5th**
- **Eastside of Junipero, South of 5th**
- **Westside of Mission, North of 5th**
- **Eastside of San Carlos, South of 5th**
- **Eastside of Dolores, South of 5th**
- **Eastside of Lincoln, South of 5th**
- **Westside of Mission, North of 6th**

- Eastside of Mission, South of 6th
- Southside of 6th, West of Mission
- Westside of San Carlos, North of 6th
- Eastside of San Carlos, South of 6th
- Southside of 6th, West of San Carlos
- Westside of Dolores, North of 6th
- Northside of 6th, East of Lincoln
- Eastside of Lincoln, South of 6th
- South side of 6th, West of Lincoln
- Eastside of Monte Verde, South of 6th
- Southside of 7th, West of Junipero
- Northside of 7th, East of San Carlos
- Westside of San Carlos, North of 7th
- Southside of 7th, West of San Carlos
- Northside of 7th, East of Dolores
- Westside of Dolores, North of 7th
- Eastside of Dolores, South of 7th
- Southside of 7th, West of Dolores
- Northside of 7th, East of Lincoln
- Eastside of Lincoln, South of 7th
- Westside of Lincoln, North of 7th
- Northside of 7th, East of Monte Verde
- Northside of 8th, East of Lincoln
- Westside of Dolores, North of 8th
- Eastside of Dolores, South of 8th
- Westside of San Carlos, North of 8th

- Northside of 8th, East of San Carlos
- Northside of 8th, East of Camino Real
- Southside of 8th, West of Camino Real
- Northside of 8th, East of Carmelo
- Southside of 8th, West of Carmelo
- Southside of 9th, West of Dolores
- Southside of 9th, West of San Carlos
- Eastside of San Carlos, South of 12th

D. Passenger loading zones shall be indicated by a white line stenciled with black letters, "Passenger Loading Only," upon the tops of all curbs in the zones.

**SECTION 2.** **Environmental Determination.** The proposed amendments are categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15304 (exemption for minor alterations to land) because restriping of pavement, painting curbs, and related actions to implement the commercial loading restrictions are minor alterations in the condition of land that do not involve removal of healthy, mature, scenic trees. The proposed amendments are also categorically exempt from CEQA pursuant to CEQA Guidelines section 15301 (Class 1 Existing Facilities exemption) because restriping of pavement, painting curbs, and related actions are minor alterations of existing public facilities that involve no expansion of existing or former use. Further, none of the exceptions to the use of a categorical exception as set forth in CEQA Guidelines section 15300.2 apply to these improvements. Additionally, this matter does not have the potential for causing a significant effect on the environment, pursuant to Section 15061(b)(3) of the CEQA Guidelines, because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and involves only general policy and procedure making.

**SECTION 3.** **Severability.** If any section, subsection, provision, sentence, clause, phrase or word of this Ordinance is for any reason held to be illegal or otherwise invalid by any court of competent jurisdiction, such invalidity shall be severable, and shall not affect or impair any remaining sections, subsections, provisions, sentences, clauses, phrases or words of this Ordinance.

**SECTION 4.** **Effective Date.** This Ordinance shall take effect 30 days after its adoption by the City Council of the City of Carmel-by-the-Sea.

**SECTION 5.** **Codification.** The City Clerk is hereby authorized and directed to codify the provisions of Section 1 of this Ordinance into the Carmel-by-the-Sea Municipal Code.

**INTRODUCED, at a Regular City Council Meeting on November 5, 2024.**

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA**  
this \_\_\_\_ day of \_\_\_\_\_ 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

\_\_\_\_\_  
Dave Potter, Mayor

\_\_\_\_\_  
Nova Romero, MMC, City Clerk



**CITY OF CARMEL-BY-THE-SEA  
CITY COUNCIL**

**ORDINANCE NO. 2024-002**

**AN ORDINANCE OF THE CITY COUNCIL OF CARMEL-BY-THE-SEA AMENDING CHAPTER 10.36.010 OF THE CARMEL-BY-THE-SEA MUNICIPAL CODE BY ADDING SUBSECTION (1), UNDER SECTION (C); IDENTIFYING COMMERCIAL LOADING ZONES TO COMPLY WITH CVC 22500 AND ASSEMBLY BILL 413-THE "DAYLIGHTING BILL"**

WHEREAS, on October 2023, Governor Gavin Newsom signed Assembly Bill 413 (AB 413) into law, which aims to increase visibility at crosswalks across California; and

WHEREAS, AB 413 went into effect January 1, 2024, and enforcement is required to begin on January 1, 2025; and

WHEREAS, AB 413, also known as the "Daylighting Bill," adds adds subdivision (n) to the existing California Vehicle Code section 22500: Stopping, Standing and Parking, generally prohibiting the stopping, standing, or parking of a vehicle within 20 feet of the vehicle approach side of any marked or unmarked crosswalk, or within 15 feet of any crosswalk where a curb extension is present; and

WHEREAS, AB 413 allows local authority to permit commercial loading or unloading in areas impacted by AB 413 if the local authority: (a) authorizes the commercial vehicle loading and unloading by ordinance and identifies the specific locations in the ordinance; and (b) marks the commercial loading and unloading zones with paint or signage; and

WHEREAS, the Traffic Safety Committee (TSC) has analyzed accident data for the City from the past six years and has identified intersections that have the highest probability for pedestrian versus vehicle accidents, determined the number of parking spaces in the business district, and have come up with a plan to convert certain areas into loading zones in compliance with AB 413; and

WHEREAS, on August 28, 2024, the TSC presented the draft AB 413 Parking Plan to the public, and on October 1, 2024, the TSC presented the plan to City Council; and

WHEREAS, the proposed AB 413 Parking Plan brings the City into compliance with AB 413 and allows for flexibility based on future needs of the City while limiting the impact on the City's existing available parking. Future changes to the plan would be made by the TSC, unless required to be made through the City Council; and

WHEREAS, the City Council gave direction to staff on October 1, 2024 to return with a draft ordinance amending Carmel-by-the-Sea Municipal Code Chapter 10.36.010 "Loading Zones" to identify the areas converted to Commercial Loading Zones and to begin implementation of the proposed parking plan associated with AB 413.

**THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** Chapter 10.36.010 is hereby amended, to add Subsection (C)(1) as follows:

**10.36.010 Loading Zones – Indication.**

A. The City Council is authorized to determine and to mark loading zones as follows:

1. At any place in the central traffic district or any business district.
2. Elsewhere in front of the entrance to any place of business or in front of any hall or place used for the purpose of public assembly.

B. In no event shall more than one-half of the total curb length in any block be reserved for loading zone purposes exclusive of the passenger loading zones at the entrances to public theaters.

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**1. Per California Vehicle Code section 22500 and AB 413, Commercial Loading Zones are permitted within 20 feet of the vehicle-approach side of the crosswalk(s), marked or unmarked, at each of the following intersections. If a curb extension is present, the Commercial Loading Zones are permitted within 15 feet of the crosswalk(s) marked or unmarked, at each of the following intersections. Curbs shall be painted yellow and stenciled with black letters indicating "Commercial Loading 20 Minutes Only":**

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- **Eastside of San Carlos, South of 5th**
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- **Eastside of Lincoln, South of 5th**
- **Westside of Mission, North of 6th**

- Eastside of Mission, South of 6th
- Southside of 6th, West of Mission
- Westside of San Carlos, North of 6th
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- Eastside of Lincoln, South of 6th
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- Northside of 7th, East of Dolores
- Westside of Dolores, North of 7th
- Eastside of Dolores, South of 7th
- Southside of 7th, West of Dolores
- Northside of 7th, East of Lincoln
- Eastside of Lincoln, South of 7th
- Westside of Lincoln, North of 7th
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- Northside of 8th, East of Lincoln
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- Northside of 8th, East of Carmelo
- Southside of 8th, West of Carmelo
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- Southside of 9th, West of San Carlos
- Eastside of San Carlos, South of 12th

D. Passenger loading zones shall be indicated by a white line stenciled with black letters, "Passenger Loading Only," upon the tops of all curbs in the zones.

**SECTION 2.** **Environmental Determination.** The proposed amendments are categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15304 (exemption for minor alterations to land) because restriping of pavement, painting curbs, and related actions to implement the commercial loading restrictions are minor alterations in the condition of land that do not involve removal of healthy, mature, scenic trees. The proposed amendments are also categorically exempt from CEQA pursuant to CEQA Guidelines section 15301 (Class 1 Existing Facilities exemption) because restriping of pavement, painting curbs, and related actions are minor alterations of existing public facilities that involve no expansion of existing or former use. Further, none of the exceptions to the use of a categorical exception as set forth in CEQA Guidelines section 15300.2 apply to these improvements. Additionally, this matter does not have the potential for causing a significant effect on the environment, pursuant to Section 15061(b)(3) of the CEQA Guidelines, because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and involves only general policy and procedure making.

**SECTION 3.** **Severability.** If any section, subsection, provision, sentence, clause, phrase or word of this Ordinance is for any reason held to be illegal or otherwise invalid by any court of competent jurisdiction, such invalidity shall be severable, and shall not affect or impair any remaining sections, subsections, provisions, sentences, clauses, phrases or words of this Ordinance.

**SECTION 4.** **Effective Date.** This Ordinance shall take effect 30 days after its adoption by the City Council of the City of Carmel-by-the-Sea.

**SECTION 5.** **Codification.** The City Clerk is hereby authorized and directed to codify the provisions of Section 1 of this Ordinance into the Carmel-by-the-Sea Municipal Code.

**INTRODUCED, at a Regular City Council Meeting on November 5, 2024.**

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
this 3rd day of December 2024 by the following vote:**

AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter

NOES: None

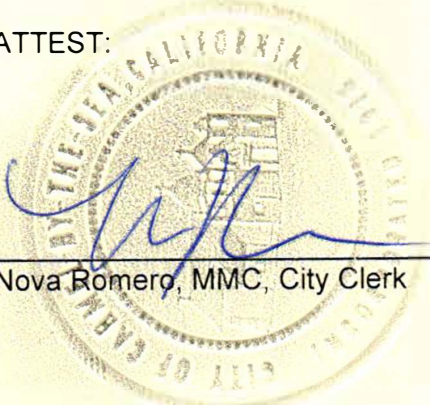
ABSENT: None

ABSTAIN: None

APPROVED:

  
\_\_\_\_\_  
Dave Potter, Mayor

ATTEST:

  
\_\_\_\_\_  
Nova Romero, MMC, City Clerk


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## AB-43 Traffic safety. (2021-2022)

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Date Published: 10/11/2021 02:00 PM

### Assembly Bill No. 43

#### CHAPTER 690

An act to amend Sections 627, 21400, 22352, 22354, 22358, and 40802 of, and to add Sections 22358.6, 22358.7, 22358.8, and 22358.9 to, the Vehicle Code, relating to traffic safety.

[ Approved by Governor October 08, 2021. Filed with Secretary of State October 08, 2021. ]

#### LEGISLATIVE COUNSEL'S DIGEST

AB 43, Friedman. Traffic safety.

(1) Existing law establishes various default speed limits for vehicles upon highways, as specified. Existing law authorizes state and local authorities to adjust these default speed limits, as specified, based upon certain findings determined by an engineering and traffic survey. Existing law defines an engineering and traffic survey and prescribes specified factors that must be included in the survey, including prevailing speeds and road conditions. Existing law authorizes local authorities to consider additional factors, including pedestrian and bicyclist safety.

This bill would authorize local authorities to consider the safety of vulnerable pedestrian groups, as specified.

(2) Existing law establishes a prima facie speed limit of 25 miles per hour on any highway, other than a state highway, located in any business or residence district, as defined. Existing law authorizes a local authority to change the speed limit on any such highway, as prescribed, including erecting signs to give notice thereof.

This bill would establish a prima facie speed limit of 25 miles per hour on state highways located in any business or residence district and would authorize the Department of Transportation (Caltrans) to change the speed limit on any such highway, as prescribed, including erecting signs to give notice thereof.

(3) Existing law establishes a speed limit of 65 miles per hour on state highways, as specified. Existing law authorizes Caltrans to declare a speed limit on any such highway, as prescribed, of 60, 55, 50, 45, 40, 35, 30, or 25 miles per hour, including erecting signs to give notice thereof. Existing law also authorizes a local authority, on a section of highway, other than a state highway, where the speed limit is 65 miles per hour to declare a lower speed limit, as specified.

This bill would additionally authorize Caltrans and a local authority to declare a speed limit of 20 or 15 miles per hour, as specified, on these highways.

(4) Existing law authorizes a local authority, without an engineering and traffic survey, to declare a lowered speed limit on portions of highway, as specified, approaching a school building or school grounds. Existing law

limits this authority to sections of highway meeting specified requirements relating to the number of lanes and the speed limit of the highway before the school zone.

This bill would similarly authorize a lowered speed limit on a section of highway contiguous to a business activity district, as defined, and would require that certain violations be subject to a warning citation, for the first 30 days of implementation.

(5) Existing law requires Caltrans, by regulation, to provide for the rounding up or down to the nearest 5 miles per hour increment of the 85th percentile speed of free-flowing traffic on a portion of highway as determined by a traffic and engineering survey. Existing law requires the Judicial Council to create and implement an online tool by June 30, 2024, for the adjudication of traffic infractions, among other things.

This bill would authorize a local authority to further reduce the speed limit, as specified, and require that certain violations be subject to a warning citation, for the first 30 days of implementation. The bill would, in some circumstances, authorize the reduction of a speed limit beginning June 30, 2024, or when the Judicial Council has developed an online tool for adjudicating traffic infraction violations, whichever is sooner. The bill would require Caltrans to accordingly revise the California Manual on Uniform Traffic Control Devices, as specified.

(6) Existing law defines a speed trap and prohibits evidence of a driver's speed obtained through a speed trap from being admissible in court in any prosecution against a driver for a speed-related offense. Existing law deems a road where the speed limit is not justified by a traffic and engineering survey conducted within the previous 7 years to be a speed trap, unless the roadway has been evaluated by a registered engineer, as specified, in which case the speed limit remains enforceable for a period of 10 years. Existing law exempts a school zone, as defined, from certain provisions relating to defining a speed trap.

This bill would extend the period that a speed limit justified by a traffic and engineering survey conducted more than 7 years ago remains valid, for purposes of speed enforcement, if evaluated by a registered engineer, as specified, to 14 years.

This bill would also exempt a senior zone and business activity district, as defined, from those provisions.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no

## THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

### **SECTION 1.** Section 627 of the Vehicle Code is amended to read:

**627.** (a) "Engineering and traffic survey," as used in this code, means a survey of highway and traffic conditions in accordance with methods determined by the Department of Transportation for use by state and local authorities.

(b) An engineering and traffic survey shall include, among other requirements deemed necessary by the department, consideration of all of the following:

- (1) Prevailing speeds as determined by traffic engineering measurements.
- (2) Accident records.
- (3) Highway, traffic, and roadside conditions not readily apparent to the driver.

(c) When conducting an engineering and traffic survey, local authorities, in addition to the factors set forth in paragraphs (1) to (3), inclusive, of subdivision (b) may consider all of the following:

- (1) Residential density, if any of the following conditions exist on the particular portion of highway and the property contiguous thereto, other than a business district:
  - (A) Upon one side of the highway, within a distance of a quarter of a mile, the contiguous property fronting thereon is occupied by 13 or more separate dwelling houses or business structures.
  - (B) Upon both sides of the highway, collectively, within a distance of a quarter of a mile, the contiguous property fronting thereon is occupied by 16 or more separate dwelling houses or business structures.
  - (C) The portion of highway is longer than one-quarter of a mile but has the ratio of separate dwelling houses or business structures to the length of the highway described in either subparagraph (A) or (B).

(2) Safety of bicyclists and pedestrians, with increased consideration for vulnerable pedestrian groups including children, seniors, persons with disabilities, users of personal assistive mobility devices, and the unhoused.

**SEC. 2.** Section 21400 of the Vehicle Code is amended to read:

**21400.** (a) The Department of Transportation shall, after consultation with local agencies and public hearings, adopt rules and regulations prescribing uniform standards and specifications for all official traffic control devices placed pursuant to this code, including, but not limited to, stop signs, yield right-of-way signs, speed restriction signs, railroad warning approach signs, street name signs, lines and markings on the roadway, and stock crossing signs placed pursuant to Section 21364.

(b) The Department of Transportation shall, after notice and public hearing, determine and publicize the specifications for uniform types of warning signs, lights, and devices to be placed upon a highway by a person engaged in performing work that interferes with or endangers the safe movement of traffic upon that highway.

(c) Only those signs, lights, and devices as are provided for in this section shall be placed upon a highway to warn traffic of work that is being performed on the highway.

(d) Control devices or markings installed upon traffic barriers on or after January 1, 1984, shall conform to the uniform standards and specifications required by this section.

**SEC. 3.** Section 22352 of the Vehicle Code is amended to read:

**22352.** The prima facie limits are as follows and shall be applicable unless changed as authorized in this code and, if so changed, only when signs have been erected giving notice thereof:

(a) Fifteen miles per hour:

(1) When traversing a railway grade crossing, if during the last 100 feet of the approach to the crossing the driver does not have a clear and unobstructed view of the crossing and of any traffic on the railway for a distance of 400 feet in both directions along the railway. This subdivision does not apply in the case of any railway grade crossing where a human flagperson is on duty or a clearly visible electrical or mechanical railway crossing signal device is installed but does not then indicate the immediate approach of a railway train or car.

(2) When traversing any intersection of highways if during the last 100 feet of the driver's approach to the intersection the driver does not have a clear and unobstructed view of the intersection and of any traffic upon all of the highways entering the intersection for a distance of 100 feet along all those highways, except at an intersection protected by stop signs or yield right-of-way signs or controlled by official traffic control signals.

(3) On any alley.

(b) Twenty-five miles per hour:

(1) On any highway, in any business or residence district unless a different speed is determined by local authority or the Department of Transportation under procedures set forth in this code.

(2) When approaching or passing a school building or the grounds thereof, contiguous to a highway and posted with a standard "SCHOOL" warning sign, while children are going to or leaving the school either during school hours or during the noon recess period. The prima facie limit shall also apply when approaching or passing any school grounds which are not separated from the highway by a fence, gate, or other physical barrier while the grounds are in use by children and the highway is posted with a standard "SCHOOL" warning sign. For purposes of this subparagraph, standard "SCHOOL" warning signs may be placed at any distance up to 500 feet away from school grounds.

(3) When passing a senior center or other facility primarily used by senior citizens, contiguous to a street other than a state highway and posted with a standard "SENIOR" warning sign. A local authority may erect a sign pursuant to this paragraph when the local agency makes a determination that the proposed signing should be implemented. A local authority may request grant funding from the Active Transportation Program pursuant to Chapter 8 (commencing with Section 2380) of Division 3 of the Streets and Highways Code, or any other grant funding available to it, and use that grant funding to pay for the erection of those signs, or may utilize any other funds available to it to pay for the erection of those signs, including, but not limited to, donations from private sources.

**SEC. 4.** Section 22354 of the Vehicle Code is amended to read:



**22354.** (a) Whenever the Department of Transportation determines upon the basis of an engineering and traffic survey that the limit of 65 miles per hour is more than is reasonable or safe upon any portion of a state highway where the limit of 65 miles is applicable, the department may determine and declare a prima facie speed limit of 60, 55, 50, 45, 40, 35, 30, 25, 20, or 15 miles per hour, whichever is found most appropriate to facilitate the orderly movement of traffic and is reasonable and safe, which declared prima facie speed limit shall be effective when appropriate signs giving notice thereof are erected upon the highway.

(b) This section shall become operative on the date specified in subdivision (c) of Section 22366.

**SEC. 5.** Section 22358 of the Vehicle Code is amended to read:

**22358.** (a) Whenever a local authority determines upon the basis of an engineering and traffic survey that the limit of 65 miles per hour is more than is reasonable or safe upon any portion of any street other than a state highway where the limit of 65 miles per hour is applicable, the local authority may by ordinance determine and declare a prima facie speed limit of 60, 55, 50, 45, 40, 35, 30, 25, 20, or 15 miles per hour, whichever is found most appropriate to facilitate the orderly movement of traffic and is reasonable and safe, which declared prima facie limit shall be effective when appropriate signs giving notice thereof are erected upon the street.

(b) This section shall become operative on the date specified in subdivision (c) of Section 22366.

**SEC. 6.** Section 22358.6 is added to the Vehicle Code, to read:

**22358.6.** The Department of Transportation shall, in the next scheduled revision, revise and thereafter maintain the California Manual on Uniform Traffic Control Devices to require the Department of Transportation or a local authority to round speed limits to the nearest five miles per hour of the 85th percentile of the free-flowing traffic. However, in cases in which the speed limit needs to be rounded up to the nearest five miles per hour increment of the 85th-percentile speed, the Department of Transportation or a local authority may decide to instead round down the speed limit to the lower five miles per hour increment. A local authority may additionally lower the speed limit as provided in Sections 22358.7 and 22358.8.

**SEC. 7.** Section 22358.7 is added to the Vehicle Code, to read:

**22358.7.** (a) If a local authority, after completing an engineering and traffic survey, finds that the speed limit is still more than is reasonable or safe, the local authority may, by ordinance, determine and declare a prima facie speed limit that has been reduced an additional five miles per hour for either of the following reasons:

(1) The portion of highway has been designated as a safety corridor. A local authority shall not deem more than one-fifth of their streets as safety corridors.

(2) The portion of highway is adjacent to any land or facility that generates high concentrations of bicyclists or pedestrians, especially those from vulnerable groups such as children, seniors, persons with disabilities, and the unhoused.

(b) (1) As used in this section, "safety corridor" shall be defined by the Department of Transportation in the next revision of the California Manual on Uniform Traffic Control Devices. In making this determination, the department shall consider highways that have the highest number of serious injuries and fatalities based on collision data that may be derived from, but not limited to, the Statewide Integrated Traffic Records System.

(2) The Department of Transportation shall, in the next revision of the California Manual on Uniform Traffic Control Devices, determine what constitutes land or facilities that generate high concentrations of bicyclists and pedestrians, as used in paragraph (2) of subdivision (a). In making this determination, the department shall consider density, road use type, and bicycle and pedestrian infrastructure present on a section of highway.

(c) A local authority may not lower a speed limit as authorized by this section until June 30, 2024, or until the Judicial Council has developed an online tool for adjudicating infraction violations statewide as specified in Article 7 (commencing with Section 68645) of Chapter 2 of Title 8 of the Government Code, whichever is sooner.

(d) A local authority shall issue only warning citations for violations of exceeding the speed limit by 10 miles per hour or less for the first 30 days that a lower speed limit is in effect as authorized by this section.

**SEC. 8.** Section 22358.8 is added to the Vehicle Code, to read:

**22358.8.** (a) If a local authority, after completing an engineering and traffic survey, finds that the speed limit is still more than is reasonable or safe, the local authority may, by ordinance, retain the current speed limit or restore the immediately prior speed limit if that speed limit was established with an engineering and traffic survey and if a registered engineer has evaluated the section of highway and determined that no additional general purpose lanes have been added to the roadway since completion of the traffic survey that established the prior speed limit.

(b) This section does not authorize a speed limit to be reduced by any more than five miles per hour from the current speed limit nor below the immediately prior speed limit.

(c) A local authority shall issue only warning citations for violations of exceeding the speed limit by 10 miles per hour or less for the first 30 days that a lower speed limit is in effect as authorized by this section.

**SEC. 9.** Section 22358.9 is added to the Vehicle Code, to read:

**22358.9.** (a) (1) Notwithstanding any other law, a local authority may, by ordinance, determine and declare a 25 or 20 miles per hour prima facie speed limit on a highway contiguous to a business activity district when posted with a sign that indicates a speed limit of 25 or 20 miles per hour.

(2) The prima facie limits established under paragraph (1) apply only to highways that meet all of the following conditions:

(A) A maximum of four traffic lanes.

(B) A maximum posted 30 miles per hour prima facie speed limit immediately prior to and after the business activity district, if establishing a 25 miles per hour speed limit.

(C) A maximum posted 25 miles per hour prima facie speed limit immediately prior to and after the business activity district, if establishing a 20 miles per hour speed limit.

(b) As used in this section, a "business activity district" is that portion of a highway and the property contiguous thereto that includes central or neighborhood downtowns, urban villages, or zoning designations that prioritize commercial land uses at the downtown or neighborhood scale and meets at least three of the following requirements in paragraphs (1) to (4), inclusive:

(1) No less than 50 percent of the contiguous property fronting the highway consists of retail or dining commercial uses, including outdoor dining, that open directly onto sidewalks adjacent to the highway.

(2) Parking, including parallel, diagonal, or perpendicular spaces located alongside the highway.

(3) Traffic control signals or stop signs regulating traffic flow on the highway, located at intervals of no more than 600 feet.

(4) Marked crosswalks not controlled by a traffic control device.

(c) A local authority shall not declare a prima facie speed limit under this section on a portion of a highway where the local authority has already lowered the speed limit as permitted under Sections 22358.7 and 22358.8.

(d) A local authority shall issue only warning citations for violations of exceeding the speed limit by 10 miles per hour or less for the first 30 days that a lower speed limit is in effect as authorized by this section.

**SEC. 10.** Section 40802 of the Vehicle Code is amended to read:

**40802.** (a) A "speed trap" is either of the following:

(1) A particular section of a highway measured as to distance and with boundaries marked, designated, or otherwise determined in order that the speed of a vehicle may be calculated by securing the time it takes the vehicle to travel the known distance.

(2) A particular section of a highway with a prima facie speed limit that is provided by this code or by local ordinance under paragraph (1) of subdivision (b) of Section 22352, or established under Section 22354, 22357, 22358, or 22358.3, if that prima facie speed limit is not justified by an engineering and traffic survey conducted within five years prior to the date of the alleged violation, and enforcement of the speed limit involves the use of radar or any other electronic device that measures the speed of moving objects. This paragraph does not apply to a local street, road, school zone, senior zone, or business activity district.

(b) (1) For purposes of this section, a local street or road is one that is functionally classified as "local" on the "California Road System Maps," that are approved by the Federal Highway Administration and maintained by the Department of Transportation. It may also be defined as a "local street or road" if it primarily provides access to abutting residential property and meets the following three conditions:

(A) Roadway width of not more than 40 feet.

(B) Not more than one-half of a mile of uninterrupted length. Interruptions shall include official traffic control signals as defined in Section 445.

(C) Not more than one traffic lane in each direction.

(2) For purposes of this section, "school zone" means that area approaching or passing a school building or the grounds thereof that is contiguous to a highway and on which is posted a standard "SCHOOL" warning sign, while children are going to or leaving the school either during school hours or during the noon recess period. "School zone" also includes the area approaching or passing any school grounds that are not separated from the highway by a fence, gate, or other physical barrier while the grounds are in use by children if that highway is posted with a standard "SCHOOL" warning sign.

(3) For purposes of this section, "senior zone" means that area approaching or passing a senior center building or other facility primarily used by senior citizens, or the grounds thereof that is contiguous to a highway and on which is posted a standard "SENIOR" warning sign, pursuant to Section 22352.

(4) For purposes of this section, "business activity district" means a section of highway described in subdivision (b) of Section 22358.9 in which a standard 25 miles per hour or 20 miles per hour speed limit sign has been posted pursuant to paragraph (1) of subdivision (a) of that section.

(c) (1) When all of the following criteria are met, paragraph (2) of this subdivision shall be applicable and subdivision (a) shall not be applicable:

(A) When radar is used, the arresting officer has successfully completed a radar operator course of not less than 24 hours on the use of police traffic radar, and the course was approved and certified by the Commission on Peace Officer Standards and Training.

(B) When laser or any other electronic device is used to measure the speed of moving objects, the arresting officer has successfully completed the training required in subparagraph (A) and an additional training course of not less than two hours approved and certified by the Commission on Peace Officer Standards and Training.

(C) (i) The prosecution proved that the arresting officer complied with subparagraphs (A) and (B) and that an engineering and traffic survey has been conducted in accordance with subparagraph (B) of paragraph (2). The prosecution proved that, prior to the officer issuing the notice to appear, the arresting officer established that the radar, laser, or other electronic device conformed to the requirements of subparagraph (D).

(ii) The prosecution proved the speed of the accused was unsafe for the conditions present at the time of alleged violation unless the citation was for a violation of Section 22349, 22356, or 22406.

(D) The radar, laser, or other electronic device used to measure the speed of the accused meets or exceeds the minimal operational standards of the National Highway Traffic Safety Administration, and has been calibrated within the three years prior to the date of the alleged violation by an independent certified laser or radar repair and testing or calibration facility.

(2) A "speed trap" is either of the following:

(A) A particular section of a highway measured as to distance and with boundaries marked, designated, or otherwise determined in order that the speed of a vehicle may be calculated by securing the time it takes the vehicle to travel the known distance.

(B) (i) A particular section of a highway or state highway with a prima facie speed limit that is provided by this code or by local ordinance under paragraph (1) of subdivision (b) of Section 22352, or established under Section 22354, 22357, 22358, or 22358.3, if that prima facie speed limit is not justified by an engineering and traffic survey conducted within one of the following time periods, prior to the date of the

alleged violation, and enforcement of the speed limit involves the use of radar or any other electronic device that measures the speed of moving objects:

(I) Except as specified in subclause (II), seven years.

(II) If an engineering and traffic survey was conducted more than seven years prior to the date of the alleged violation, and a registered engineer evaluates the section of the highway and determines that no significant changes in roadway or traffic conditions have occurred, including, but not limited to, changes in adjoining property or land use, roadway width, or traffic volume, 14 years.

(ii) This subparagraph does not apply to a local street, road, or school zone, senior zone, or business activity district.