



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

Mayor Dave Potter, Councilmembers Jeff Baron,
Alissandra Dramov, Karen Ferlito, and Bobby
Richards
Contact: 831.620.2000 www.ci.carmel.ca.us

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

CITY COUNCIL SPECIAL MEETING Monday, September 30, 2024 4:30 PM

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/87545876814> Webinar ID: 875 458 76814 Passcode:
813607 Dial in: (253) 215-8782**

HOW TO OFFER PUBLIC COMMENT

The public may give public comment at this meeting in person, or using 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. 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.

CALL TO ORDER AND ROLL CALL

ANNOUNCEMENT REGARDING PUBLIC APPEARANCES

PUBLIC APPEARANCES

Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Chair. Persons are not required to provide their names, however, it is helpful for speakers to state their names so they may be identified in the minutes of the meeting. Under the Brown Act, public comment for matters on the agenda must relate to that agenda item and public comments for matters not on the agenda must relate to the subject matter jurisdiction of this legislative body. If a member of the public attending the meeting remotely violates the Brown Act by failing to comply with these requirements of the Brown Act, then that speaker will be muted.

CONSENT AGENDA

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

1. September 9, 2024, Special Meeting Minutes, and September 10, 2024, Regular Meeting Minutes
2. August 2024 Monthly Reports
3. August 2024 Check Register Summary
4. Resolution 2024-081, authorizing the City Administrator to execute Amendment No. 1 to the Professional Services Agreement with ZFA Structural Engineers, for a fixed fee of \$25,000, for the Lincoln Street Trestle Bridge Evaluation Project
5. Resolution 2024-082 authorizing the submittal of applications for all CalRecycle Grants for which the City of Carmel-by-the-Sea is eligible
6. Resolution 2024-083 rescinding Resolution 2022-077 and re-establishing the list of designated classifications and the disclosure categories in the City's Conflict of Interest Code

ADJOURNMENT

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.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this agenda, received after the posting of the agenda will be available for public review at City Hall located on Monte Verde Street between Ocean and Seventh Avenues during regular business hours.

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

September 30, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: September 9, 2024, Special Meeting Minutes, and September 10, 2024, 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:

Attachment 1) August 5, 2024 Special Meeting Minutes

Attachment 2) August 6, 2024 Regular Meeting Minutes

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

SPECIAL MEETING MINUTES

Monday, August 5, 2024

CALL TO ORDER AND ROLL CALL

Mayor Dave Potter called the meeting to order at 4:30 p.m.

Roll call: Councilmembers Jeff Baron, Alissandra Dramov, Karen Ferlito, Mayor Pro Tempore Bobby Richards, and Mayor Dave Potter.

ANNOUNCEMENTS

City Attorney read an announcement regarding public comment.

PUBLIC APPEARANCES

None

CONSENT AGENDA

Councilmember Dramov requested to pull item #6 from consent for discussion.

Councilmember Baron made a motion to adopt consent agenda items #1-5 and 7, seconded by Mayor Pro Tem Richards, and approved 5-0-0-0 by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

Item 1 - July 8, 2024, Special Meeting Minutes, and July 9, 2024, Regular Meeting Minutes

Item 2 - June 2024 Monthly Reports

Item 3 - June 2024 Check Register Summary

Item 4 - Resolution 2024-063 authorizing the City Administrator to establish the newly created Police Services Supervisor job description and salary range.

Item 5 - Resolution 2024-064, Authorizing three (3) free use days of the Sunset Cultural Center theater and lobby for the Carmel Unified School District Annual district-wide choral, string, and band festivals for Spring 2025

Item 7 - Resolution 2024-066 Authorizing a refund of Design Study application fees, associated with DS 23-144 (Wagner), in the amount of \$5,645.25 to Christopher and Karen Wager

ITEMS PULLED FROM CONSENT:

Item 6 - Resolution 2024-065 authorizing the City Administrator to execute a budgeted agreement with the Monterey County Convention and Visitors Bureau for Destination Marketing for the term of July 1, 2024 to June 30, 2025 in an amount not to exceed \$226,297

Councilmember Dramov requested that the Monterey County Convention and Visitors Bureau (MCCVB) present metrics on how their funds are spent and how it benefits tourism in Carmel. City Administrator Rerig agreed to invite Mr. O’Keefe from MCCVB to a future meeting to provide this information.

Motion by Mayor Potter to adopt Resolution 2024-065 authorizing the City Administrator to execute a budgeted agreement with the Monterey County Convention and Visitors Bureau, seconded by Mayor Pro Tem Richards, and approved 5-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter
NOES: None
ABSENT: None
ABSTAIN: None

ADJOURNMENT

Council adjourned meeting at 4:34 p.m.

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk

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

REGULAR MEETING MINUTES

Tuesday, August 6, 2024

TOUR OF INSPECTION - 3:45 PM

Prior to calling the regular meeting to order, the Council conducted an on-site tour of inspection of the property listed below:

- A. NW Corner of Sterling Way and Perry Newberry Way, Carmel (Das)

CALL TO ORDER AND ROLL CALL

Mayor Dave Potter called the meeting to order at 4:30 p.m.

Roll call: Councilmembers Jeff Baron, Alissandra Dramov, Karen Ferlito, Mayor Pro Tempore Bobby Richards, and Mayor Dave Potter.

PLEDGE OF ALLEGIANCE

City Administrator Chip Rerig led the pledge of allegiance.

EXTRAORDINARY BUSINESS

A. Hugh Comstock Proclamation

Councilmember Dramov read the proclamation and presented it to Thomas Hood, President of the Carmel Heritage Society.

ANNOUNCEMENTS

City Attorney read an announcement regarding public comment.

Mayor Potter announced that the City has received several emails from the public stating their views that a Brown Act violation occurred at the July 9th City Council meeting in regard to the street address agenda item. He said that in order for Council to discuss the concerns raised the Council would need to make a motion to add an item to the agenda. City Attorney Pierik outlined the three requirements in Government Code section 54954.2 (b)(2) for adding an item to the agenda, and he summarized that all three requirements have been met.

Mayor Pro Tem Richards made a motion to add a subsequent need item to the agenda pursuant to Government Code section 54954.2 (b)(2) to consider a motion finding that the city Council did not violate the Brown Act on July 9, 2024, regarding street addresses, seconded by Councilmember Ferlito, and approved 5-0-0-0 by the following roll call vote:

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

NOES: None

ABSENT: None ABSTAIN: None

SUBSEQUENT NEED ITEM ADDED TO THE AGENDA

- A. To consider a motion finding that the City Council did not violate the Brown Act on July 9, 2024

City Attorney Pierik presented the item, explaining that the July 9th agenda title on street addresses met the Brown Act's requirement a brief general description of the item with 15 words. He noted that a detailed staff report was available to the public, which included the recommended action by the ad hoc committee. Pierik then summarized the motion from July 9th, which directed staff to return in September with an implementation plan, community outreach plan, and draft ordinance to amend the municipal code regarding street addresses. He emphasized that no final decision was made on July 9th, and the direction was to return at the next meeting with the next steps towards moving forward with street addresses implementation and highlighted several past meetings on the topic of street addresses as well as many future opportunities for public input on street addresses. Mr. Pierik concluded that the City Council did not violate the Brown Act during the July 9th meeting.

Public comment:

Michael McWalters

Girard Rose

Andi Carr

David O'Neil

Melanie Billig

Chris White

Cari White

Karyl Hall

Carol Hillburn

Kathleen Moyer

Linda Calafiore

Janet

Maria Ruess

Ken White

Craig Rose

Lindamarie Rosier

Richard Kreitman

Council discussion resumed. Councilmember Dramov made a motion to request that the City reach out to the Fair Political Practices Commission decide if a Brown Act Violation was made. Motion failed due to lack of second.

City Attorney Pierik said that the Brown Act allows the legislative body to give direction to staff related to the subject matter on the agenda during the discussion. He reiterated that at the July 9th meeting, the Council did not take any action or make changes to the code, they directed staff to return at a future meeting with an implementation plan, a community engagement plan, and consideration of an Ordinance to update the municipal code. He added that the Ordinance would first be introduced at one meeting, and if passed, would proceed to a second reading for adoption with public input at both meetings.

Motion by Mayor Potter, to find that the City Council did not violate the Brown Act on July 9, 2024, regarding the item on street addresses for the reasons that were explained by the City Attorney, seconded by Mayor Pro Tem Richards, and approved 4-1-0-0 by the following roll call vote:

AYES: Councilmember Baron, Ferlito, Richards, and Mayor Potter

NOES: Councilmember Dramov

ABSENT: None

ABSTAIN: None

Mayor Potter suggested the City consider putting the implementation of street addresses on the ballot for voters to decide and asked staff to provide an analysis at the September meeting. Councilmember Ferlito voiced concerns about letting voters decide on compliance with the State Building and Fire Codes and emphasized the importance of understanding the consequences if voters were to vote against implementing street addresses.

Motion by Mayor Potter to direct staff to come back in September with a discussion on whether street addresses should be up to the voters to decide on, and provide analysis on what that would like, in addition to the direction to staff that was given during the July 9th meeting, seconded by Councilmember Dramov, and approved 5-0-0-0 by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

ANNOUNCEMENTS

A. City Administrator Announcements - City Administrator Rerig said that the Community Planning & Building Department and the AHA Group will host a housing workshop at Carpenter Hall on August 21st at 6:00 p.m. and encouraged everyone to attend.

B. City Attorney Announcements - no reports

C. Councilmember Announcements -

Mayor Pro Tem Richards shared that a 15-year-old driving student recognized him from a Mock City Council meeting she attended in the 3rd grade.

Councilmember Dramov suggested moving public appearances earlier on the agenda, so the public doesn't have to wait as long.

D. Ad Hoc Committees - no reports from ad hoc committees.

PUBLIC APPEARANCES

Michael McWalters

James Smith

Linda Califiore

Cari White

Julia Christopher

Hans Buder

Kevin Ruess

Carol Hillburn

Paul Tomasi

Jo Todd

Joe Danucci

Craig Rose

Artist

No name

ORDERS OF BUSINESS

Item 1 - Resolution 2024-067 adopting a Memorandum of Understanding (MOU) between the City of Carmel-by-the-Sea and LIUNA/UPEC, Local 792 (General Unit) for the period of July 1, 2024 through June 30, 2026 and authorizing the City Administrator to execute the MOU

City Attorney Zachery Lopes explained that, following the City Council's direction, City management has been meeting with LIUNA/UPEC, Local 792 (General Unit), and they have reached a tentative agreement on terms for a new MOU. Mr. Lopes highlighted key provisions of the agreement and recommended that the Council adopt a resolution to authorize the MOU's execution.

Public comment:

None

Council thanked employees for their participation in the negotiation process and for their hard work.

Motion by Mayor Tem Richards to adopt Resolution 2024-067 authorizing the execution of an MOU with the General Employee Unit, for the period of July 1, 2024, through June 30, 2026, and adopting an updated salary schedule, seconded by Councilmember Ferlito, and approved 5-0-0-0 by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

Item 2 - Resolution 2024-068 adopting a Memorandum of Understanding (MOU) between the City of Carmel-by-the-Sea and LIUNA/UPEC, Local 792 (Management Unit) for the period of July 1, 2024, through June 30, 2026, and authorizing the City Administrator to execute the MOU

City Attorney Zachery Lopes presented to Council that the Management Unit has also reached a tentative agreement on terms for a new MOU, similar to the General Unit's MOU and recommended that the Council adopt a resolution to authorize the MOU's execution.

Public comment: None

Motion by Mayor Pro Tem Richards to adopt Resolution 2024-068, authorizing the execution of an MOU with the Management Unit, for the period of July 1, 2024, through June 30, 2026, and adopting an updated salary schedule, seconded by Councilmember Ferlito, and approved 5-0-0-0 by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

Council took a recess at 6:15 p.m. and returned the dais at 6:30 p.m. Meeting resumed at 6:31 p.m.

Item 3 - Resolution 2024-069 of the City Council of the City of Carmel-by-the-Sea amending the At-Will (Unrepresented) salary ranges to incorporate and align with Cost of Living Adjustments (COLAs) for the Management (LIUNA) Unit, in accordance with Municipal Code 2.52.520, effective August 1, 2024

Assistant City Administrator Swanson presented the item to Council, which is to consider aligning the at-will employees' compensation with the recent changes approved for the general and management employee units. He emphasized the importance of competitive salaries for recruitment and retention and highlighted the risk of salary compaction, where staff could end up earning more than their supervisors. He noted that maintaining a 10-15% salary difference between supervisors and staff is standard practice.

Public Comment:

None

Councilmember Baron suggested that the Council should discuss creating a policy to make salary schedules more consistent to reduce compaction. He also recommended further discussions on reclassifying employees to ensure their positions are in the appropriate units.

Motion by Councilmember Baron to adopt Resolution 2024-069 amending the At-Will (Unrepresented) salary ranges to align with Management Unit COLAs, effective August 1, 2024, seconded by Mayor Pro Tem Richards, and approved 5-0-0-0 by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

Item 4 - Resolution 2024-070, authorizing the City Administrator to execute a Construction Contract with Pro-Ex Construction, Inc., in the amount, with a 15% contingency, of \$168,360 for the Sunset Center Cottages Window Repairs Project

Acting Public Works Director Mary Bilse gave a presentation to Council on the item and answered questions from Council. Duston Conner, Project Consultant, answered questions from Council regarding how asbestos abatement is conducted during the construction.

Public Comment:

None

Motion by Councilmember Baron to adopt Resolution 2024-070, authorizing a contract with Pro-Ex Construction, Inc., in the amount, with a 15% contingency, of \$168,360 for the Sunset Center Cottages Window Repairs Project, seconded by Councilmember Ferlito, and approved 5-0-0-0 by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

Item 5 - Review the Request for Proposals (RFP) for Architect Services for the renovation of the Harrison Memorial Library and the list for the Architect Selection Committee

Library and Community Activities Director Ashlee Wright presented the item, outlining the project timeline to date, the goal of the RFP, and summarized the role of the Harrison Memorial Library Board of Trustees, Library staff, the Carmel Public Library Foundation (CPLF), and the Friends of the Harrison Memorial Library. She requested direction from Council on releasing the RFP, as well

as provide direction on the architect selection committee members. CPLF Executive Director Alexandra Fallon announced that the CPFL has a donor willing to make a \$5 million lead gift that has a matching donation requirement by June 2025.

Public comment:

Lettie Bennett

Ben Heinrich

Ken Cranston

Susan Galvan

Pam Nightman

Erik Dyar

Council discussion resumed.

Mayor Pro Tem Richards made a motion to approve and release the RFP for Architect Services for the renovation of the Harrison Memorial Library and approve the list of 19 people on the Architect Selection Committee, seconded by Mayor Potter.

Councilmember Baron asked about the status of the agreement between the City and with CPLF to secure funding for the Library Master Plan project, and expressed concerns that the agreement has not been executed. Ms. Fallon said that the CPLF is committed to providing the initial \$250,000 towards the architectural services agreement for the Library Master Plan.

Mayor Pro Tem Richards amended his motion to add that the City acknowledges that the CPLF has committed to funding \$250,000 towards the architectural services agreement, in addition to approving and releasing the RFP, and approving the list of 19 people on the architectural selection committee. Amended motion seconded by Councilmember Baron.

Motion by Mayor Pro Tem Richards to approve and release the RFP for Architect Services for the renovation of the Harrison Memorial Library; approve the list of 19 people on the Architect Selection Committee; that the CPLF will enter into an agreement with the City to secure funding for the project once the architect is selected; and acknowledge that the CPLF has committed to funding \$250,000 towards the initial architectural services agreement, seconded by Councilmember Baron, and approved 5-0-0-0 by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: Non

Item 6 - An update on development of the City's Accessory Dwelling Unit (ADU) Ordinance.

Assistant City Administrator and Acting Community Planning and Building Director Swanson presented an update on the development of an ADU Ordinance covering the background of the ADU Ordinance, process and review, development standards, design standards, and next steps.

Public comment:

Nancy Twomey

Melanie Billig

Dale Byrne

Council received the update on the ADU Ordinance; no action was taken.

Item 7 - Consider directing staff and the Forest and Beach Commission to explore a policy, prior to the end of 2024, that would balance the pickleball and tennis activities at Forest Hill Park with the surrounding residential uses.

Assistant City Administrator and Acting Community Planning and Building Director Swanson requested direction from Council to direct staff and the Forest and Beach Commission to explore a policy, prior to the end of 2024, that would balance the pickleball and tennis activities at Forest Hill Park with the surrounding residential uses.

Public comment:

Suzie

Alan Schooley

Nancy Hubbe

Michael Kennedy

Donna Kostigan

Didier Diaz

Kimberly Edwards

Nancy Twomey

John Kratchmer

Jay Swaggerman

Debbie Streeter

Kelly Brezoczky

Council thanked both sides of topic for being respectful to each other. Council consensus was that a policy around pickleball noise is needed, and the Forest and Beach Commission is the appropriate board to explore a policy.

Motion by Mayor Pro Tem Richards directing staff and the Forest and Beach Commission to explore a policy on pickleball, seconded by Councilmember Dramov, and approved 5-0- 0-0 by the following roll call vote:

AYES: Councilmember Baron, Dramov, Ferlito, Richards, and Mayor Potter NOES: None

ABSENT: None ABSTAIN: None

PUBLIC HEARINGS

Councilmember Ferlito left the dais at 8:29 pm and returned at 8:32 pm.

Item 1 - APP 24117 (Rodriguez) - Consideration of an Appeal of the Historic Resources Board's decision to add an individual property known as the "Henry J. Ohloff House" located at Camino Real 4 northwest of 11th Avenue to the Carmel Inventory of Historic Resources. APN: 010-275-006. RECOMMENDED FOR CONTINUANCE

Motion to continue the item to a date uncertain by Councilmember Baron, seconded by Mayor Potter, and approved 4-0-1-0 by the following roll call vote:

AYES: Councilmember Baron, Dramov, Richards, and Mayor Potter

NOES: None

ABSENT: Councilmember Ferlito

ABSTAIN: None

Item 2 - PERM EN 23-242 (Maxcy-Levy) - Consideration of a Permanent Encroachment Permit application, PERM EN 23-242 (Maxcy-Levy), for the installation of pavers in the public right-of-way, fronting a single-family residence located at Camino Real 3 northwest of 8th Avenue. RECOMMENDED FOR CONTINUANCE.

Motion to continue the item to a date uncertain by Councilmember Baron, seconded by Mayor Potter, and approved 5-0-0-0 by the following roll call vote:

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

NOES: None

ABSENT: None

ABSTAIN: None

Item 3 - PERM EN 240031 (Das) - Consideration of a Permanent Encroachment Permit application, PERM EN 240031 (Das), for the legalization of, and modification to, existing encroachments in the public right-of-way, adjacent to a single-family residence located at the northeast corner of Sterling Way and Perry Newberry Way.

Associate Planner Evan Kort presented the item, summarizing that the City has adopted clear standards that guide the treatment of the right-of-way in the residential district. He stated that the staff recommendation is to deny the permanent encroachment application from the Das family to legalize their existing encroachments in the public right-of-way due to the applicant not providing any justifiable need for maintaining the encroachment, and the proposed encroachment is contrary to policy direction, design objectives, and the zoning code.

Public comment:

Antoni, Architect for the applicant

Mayor Potter said that although he normally agrees with staff's recommendation, in this instance he feels that allowing the existing retaining wall acts as a berm, protects the existing vegetation, and reduces the number of cars that would crowd the street. Mayor Pro Tem Richards and Councilmember Dramov agreed with Mayor Potter and noted that based on the letters received from the neighbors they support the existing encroachment.

Councilmembers Baron and Ferlito expressed support for the recommendation by staff to deny the encroachment, and voiced concerns that authorizing the existing illegal encroachment gives the homeowner 1,200 square feet of public space as their private property, approval goes against the city's codes and design guidelines and would set a precedent.

Motion by Mayor Potter to approve a Permanent Encroachment Application (EN 240031) at the northeast corner of Sterling Way and Perry Newberry Way, except for the brick wall in the southeast corner of the property which must be removed, seconded by Mayor Pro Tem Richards, and approved 3-2-0-0 by the following roll call vote:

AYES: Councilmembers Dramov, Richards, and Mayor Potter

NOES: Councilmembers Baron, Ferlito

ABSENT: None

ABSTAIN: None

FUTURE AGENDA ITEMS

None

ADJOURNMENT

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

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

September 30, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: August 2024 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 August*)
- Community Planning and Building Department Reports
- Police, Fire, and Ambulance Reports
- Public Records Act Requests
- Public Works Department Reports

FISCAL IMPACT:

N/A

PRIOR CITY COUNCIL ACTION:

N/A

ATTACHMENTS:

Attachment 1) Community Planning and Building Department Reports

Attachment 2) Police, Fire, and Ambulance Reports

Attachment 3) Public Records Act Requests

Attachment 4) Public Works Department Reports



CITY OF CARMEL-BY-THE-SEA Monthly Report

Community Planning and Building Department

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Leah R. Young, Administrative Coordinator
SUBMITTED ON:	September 1, 2024
APPROVED BY:	Brandon Swanson, Assistant City Administrator & Acting Director of Community Planning and Building

AUGUST 2024 – DEPARTMENT ACTIVITY REPORT

I. PLANNING PERMIT APPLICATIONS:

In August 2024, **33** planning permit applications were received.

II. BUSINESS LICENSE APPLICATIONS:

In August 2024, **4** business license applications were received.

III. BUILDING PERMIT APPLICATIONS:

In August 2024, **43** building permit applications were received.

IV. CODE COMPLIANCE CASES:

In August 2024, **9** new code compliance cases were created.

V. TRANSIENT RENTAL COMPLIANCE CASES:

VI. ENCROACHMENT PERMIT APPLICATIONS:

In August 2024, **19** encroachment permit applications were received.

VII. TREE PERMIT APPLICATIONS:

In August 2024, **29** tree permit applications were received.

Table 1 includes the following August 2024 totals:

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

August 2024 totals are provided alongside August 2023 totals for comparison. Compared to the same time period in the year 2023, Table 1 denotes percentage changes in the year 2024.

Table 1
Permit Application Totals and YTD Percentage Changes

	PLANNING	BUSINESS LICENSES	BUILDING	CODE COMPLIANCE	TRANSIENT RENTAL COMPLIANCE	ENCROACH- MENTS	TREE REMOVAL & PRUNING
2023 YTD Totals	276	51	417	161		187	278
2024 YTD Totals	270	42	394	117		172	252
YTD % Difference	- 2.17%	- 17.64%	- 5.52%	- 27.33%		- 8.02%	- 9.35%



Planning Permit Report

08/01/2024 - 08/31/2024

Permit #	Permit Type	Permit Identifier	Track	Project Description	Address/Location	Date Received	Date Approved	Status
24269	Historic Evaluation	HE 24269 (Thorburn)		I would like to buy this property and remodel for my family.	Santa Rita 5 Sw of 3rd, Carmel CA 93921	9/3/2024		In Review
24268	Design Study	DS 24268 (Kadar) APPLICATION PENDING ADDITIONAL INFORMATION	One	FOR ADDITIONAL PROJECT DESCRIPTION PLEASE REFER TO "PROJECT DESCRIPTION EMAIL" below, uploaded 9/5/24. Window replacement of 11ea windows and 1ea door. 4ea openings will be modified from existing to include 1ea window new opening with new header. ALL windows will be aluminum clad with wood interior and simulated divided lite grids.	5 Southwest of Ocean on Forest	9/5/2024		In Review
24267	Design Study	DS 24267 (Rainey) PENDING OWNER SIGNED APPLICATION	One	Proposed approval for driveway gate	Lincoln 5 SW of 10th			In Review
24266	Design Study	DS 24266 (Murrin)	One	Scope of work is to remove the front walkway, and remove Gravel Parking area, and install a Carmel stone border with mulch inside. Also we will be landscaping public right of way with a plant list provided by the city. As well as installing Drip irrigation. We will not plant around oak trees or pine trees to protect them.	NW Corner of Casanova & 10th Ave.	8/28/2024		In Review
24265	Design Study	DS 24265 (Vais)	One	ASSOCIATED PERMITS: DS 23-201 and BP 240042. See attached file upload "REVISION DESCRIPTION, PLANS, & PHOTOS: Stucco and shear wall removal to repair dry rot."	Lincoln 4 NW Santa Lucia	8/25/2024		In Review
24264	Design Study	DS 24264 (Kaiser)	One	New backyard pavers, 331 SQ FT proposed.	5 Torres S.E. 1st Tousjours			Pending Assignment

24263	Variance	VA 24263 (Brown)		ASSOCIATED PERMIT: DS 24164. Exterior remodel of existing residence including replacing doors and windows at the front, adding a roof over the existing front deck, expanding the uncovered front deck, replacing siding with stucco and stone, and construction of new site walls, stairs, pathways, patios and driveway.	Attachment 1 Scenic Road 3 SE 12th Avenue	6/18/2024		In Review
24262		VOID - BUS. LICENSE APP SUBMITTED IN WRONG MODULE		"The Big Squeezy" Juice smoothie shop	Lincoln 3 be of eighth			Closed
24261	Historic Evaluation	HE 24261 (Great Valley Holdings, LLC)		HISTORIC EVALUATION: Mews Building.	Dolores 1 NE of 5th	8/19/2024		In Review
24260	Historic Evaluation	HE 24260 (Great Valley Holdings, LLC)		HISTORIC EVALUATION: Sunset Terrace Buildings.	NW Corner of Mission and 8th	8/19/2024		In Review
24259	Design Study	DS 24259 (Sievert)	One	Replacement of existing chimney caps	Scenic 5 SE of 13th	8/19/2024		In Review
24258	Design Study	DS 24258 (Herrick)	Streamlined	This approval of Design Study DS 24258 (Herrick) authorizes a project for the construction of a retaining wall to stabilize the hillside in the backyard after the occurrence of a landslide. The retaining wall will have a guardrail on top as a safety measure. located at Vizcaino, 8 SW Mountain View in the R-1 District and, APN: 010055028000 as depicted in the plans stamped approved by Community Planning and Building Department on 09/04/2024 unless modified by the conditions of approval contained herein.	Vizcaino, 8 SW Mountain View	8/21/2024	9/4/2024	Approved
24257	Zoning Compliance Request	ZCR 24257 (Carmel Fireplace Inn)		I am requesting a zoning verification letter for the property.	CARMEL BY THE SEA LOT 1, 3, 5 BLK 51	8/16/2024		In Review
24256	Design Study	DS 24256 (Schwyzer)	One	Repair of staircase at rear of house as needed in like only bringing up to code if necessary in areas that are needed.	Fourth House South East of 10th st. on Camino Real	8/16/2024		In Review

24255	Sign	SI 24255 (Amber Moon Boutique)		NEW SIGN: "Amber Moon Boutique." Installation of one western red cedar dimensional hand-painted exterior store front signage.	Attachment 1 Mission 2 SW of Ocean	8/29/2024		In Review
24254	Lot Merger	LM 24254 (Hobbs)		Lot Merger of APN 009-146-028 (County of Monterey) and 009-146-029 (City of Carmel-by-the-Sea)	Santa Rita Street 3 NE of 1st Avenue	8/19/2024		In Review
24253	Preliminary Site Assessment	PSA 24253 (Hobbs)		Preliminary Site assessment for planned Track 2 Design Study. (Remodel and addition to existing residence.)	Santa Rita Street 3 NE of 1st Avenue	8/19/2024		In Review
24252	Design Study	DS 24252 (Ayres)	One	Fence. Propose bramble fence (wood) 3 ft. tall follow red line. Set back from yellow existing retaining wall.	San Antonio 2 NE Santa Lucia	8/15/2024		In Review
24251	Use Permit	TUP 24251 (Edwin's)		Proposed event to extend restaurant hours on 8/16/24 & 8/17/24 from 9PM to 1AM.	NE Corner of San Carlos & 6th	8/14/2024		Closed
24250	Design Study	DS 24250 (Maxcy-Levy)	One	Driveway addition & landscape updates	Camino Real 3NW 8th	8/14/2024		In Review
24249	Design Study	DS 24249 - PENDING APN & MAILING ADDR		Paint entire exterior of house White Dove by Benjamin Moore	Lincoln 3 SW between 10 and 11			Pending Assignment
24248	Temporary Use Permit	TUP 24248 (Seventh & Dolores)		1) This temporary event approval is for Thursday, August 15th to Saturday, August 17th, and allows the restaurant to remain open until 1:00 a.m. with the last guests seated indoors at 11:30 p.m. 2) The outdoor seating area will close at 10 p.m., and no additional guests will be seated outdoors after that time. 3) This approval allows a DJ to play music indoors on Saturday evening only. All noise shall be maintained at a level not discernable at the property lines.	SE Corner of Seventh Ave & Dolores St	8/13/2024	8/16/2024	Approved

24247	Use Permit	UP 24247 (Perfectly Pressed)		Conversion to Specialty Restaurant. Conversion of existing retail unit 119 at Carmel Plaza into a Cold Pressed Juice/Smoothie/Bowl location. We will not be changing storefront. We will be altering electrical outlet location, adding two floor sinks and installing a countertop and dividing wall. There will be no cooking on site (no hood or hot prep) and the only food prep will be smoothies and bowls prepared on site.	Attachment 1 Mission and Ocean - 119 - Carmel Plaza	8/15/2024		In Review
24246	Design Study	DS 24246 (Taylor-Green)	One	Replace 4 windows with same-size units, Marvin ultimate all-wood. Painted. Replace 1 door with a sliding door, Kolbe heritage, all-wood slider. Repaint wood siding exterior and exterior trim with similar dark-blue color. Entry door to be contrasting color. Add darkly compliant exterior light fixture outside sliding door.	San Antonio 4 SW 10th	8/14/2024		In Review
24245	Preliminary Site Assessment	VOID - SUBMITTED IN WRONG MODULE		Permanent Encroachment Permit as part of larger planning permit DS24-071	2 SW JUNIPERO & 10TH AVE., CARMEL, CA 93923			Closed
24244	Design Study	DS 24244 (Koch) PENDING SITE MAP	One	Addition of a hot tub/concrete pad under/power source garage panel. 2 Person TX Model - Spas of Monterey (would love to install in September 2024 if possible)	OSW Corner Santa Fe & Second (Ohana By The Sea)	8/12/2024		In Review
24243	Sign	SI 24243 (Maui Fine Jewelry)		Business Sign	Ocean Avenue, 2E of Lincoln, North Side	8/9/2024	9/5/2024	Approved

24242	Sign	SI 24242 (Chevron)		NEW SIGN: "Chevron." Property Owner: H&S Energy / HASCO Holdings, LLC / Hassan. Rebrand existing Shell service station to Chevron: Remove (2) Shell metal price signs and (1) Shell hanging logo sign from west planter. Remove (2) 'Shell' channel letter signs mounted on the west fueling canopy and north side of c-store. Remove (1) Shell 'Air & Water' sign in east planter next to c-store. Install (2) new Chevron metal price signs in existing architectural wood frames and (1) hanging Chevron logo sign in same locations as existing signs in west planter. Install (1) new Chevron Air/Water sign in east planter. Replace all Shell decals on (4) existing fuel dispensers with new Chevron product/ regulatory decals and new door skins. Install (4) new information pump flag number signs mounted on the existing canopy columns above the dispensers.	Attachment 1 San Carlos St. & 5th Ave, Carmel By-The-Sea, CA 93921	8/8/2024		In Review
24241	Design Study	DS 24241 (Lewis)	One	Window replacement	Carmelo 3SW 8th	8/7/2024		In Review
24240	Temporary Use Permit	TUP 24240 (Barmel Supper Club)		1) This temporary event approval is for Friday, August 16th, and Saturday, August 17th, and allows the Barmel Supper Club to remain open until 1:00 a.m. with the last guests 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.	San Carlos 2 NE of 7th	8/7/2024	8/16/2024	Approved
24239		VOID - CREATED IN ERROR						Closed
24238	Sign	SI 24238 (Karges Fine Art)		NEW SIGN: "Karges Fine Art." This application is for a sign permit for the recently re-located business "Karges Fine Art"	N 6th between Dolores and San Carlos	8/6/2024		In Review
24237	Historic Evaluation	HE 24237 (Faia)		Historic Evaluation	North East Corner of Torres and 2nd Ave	8/6/2024	9/5/2024	Closed

					Attachment 1			
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Total Records: 33

9/6/2024



Business License Report

08/01/2024 - 08/31/2024

Entity #	Application Type	Business Name	Business Description	Location	Date Received	Date Approved	Status
24042	Ownership Change	Jeju Kitchen	Full line restaurant	Ocean Avenue and Mission Street	8/23/2024		In Review
24041	New Business	Coastal Luxury RE Inc.	Real Estate	San Carlos 3 NE of Ocean Ave.	8/26/2024		In Review
24040	Location Change	Monterey Design Build	Contractor	Junipero 2 SE of 2nd, Carmel,	8/16/2024		Closed
24039	New Business	Talbott Family Foundation	Private Foundation	San Carlos 2 NW 8th	8/19/2024		In Review

Total Records: 4**9/6/2024**



Building Permit Report

08/01/2024 - 08/31/2024

Permit #	Date Submitted	Date Approved	Project Description	Valuation	Permit Type	Property Location
240392	8/29/2024	8/29/2024	Retroactive permit to repair gas leak.	200	Plumbing	Torres 2 SE of 1st
240391	8/29/2024	8/29/2024	Remove existing wood shake from main residence and guest house. Install new underlayment, cap sheet, and new wood shake roof on the main residence and a new Flintlastic cap sheet in color "Burnt Sienna" with a crushed ballast finish on the guest house.	103,460	Roofing	Camino Real 2 NE of 11th
240390	8/29/2024		INSTALLATION OF RESIDENTIAL ROOF MOUNT GRID-TIED PV SYSTEM (4.8kW) + 13.5kWh/11.5kW BATTERY ENERGY STORAGE SYSTEM(BESS)	39,740	Electrical	SW Corner of Torres & 9th
240389	8/29/2024	8/29/2024	Remove existing shake roof and install a new layer of 1/2" CDX plywood with a 30lbs underlayment. Install a Certainteed Presidential TL roof in color Autumn Blend.	19,400	Roofing	Dolores 3 SW of 4th
240388	8/28/2024		Remodel of existing bathroom to replace shower and lighting.	12,000	Building	San Antonio 3 NW of 8th
240387	8/28/2024	8/28/2024	Replacement of kitchen cabinets, add new counter top, and replace sink/faucet with no new plumbing or electrical work.	0	Exempt Work	25962 Mission St
240386	8/27/2024		Replacement of 11 windows and 1 door. Close off 2 window openings. Frame and install 1 new window in master bathroom and master bedroom.	69,000	Building	Forest 5 SW of Ocean

240385	8/26/2024		Remove 18 windows and one double french door and install replacement Pella "Reserve Series" windows and new french door in-kind. No framing changes. Paint to match in color Auburn Brown.	0	Exempt Work	San Carlos 4 SE of 12th
240384	8/26/2024		Construction of a 200 sf detached garage.	0	Building	Casanova 2 NW of 13th
240383	8/26/2024		Construction of an attached 423sf accessory dwelling unit.	0	Building	Casanova 2 NW of 13th
240382	8/26/2024		CONSTRUCTION OF A NEW 1,177 SF ONE STORY HOUSE ON A 4,000 SF VACANT LOT. CONSTRUCT NEW 4'H GRAPE STAKE FENCE & GATE ACROSS FRONT OF PROPERTY, CONSTRUCT NEW 4'H TO 6'H VERTICAL BOARD FENCES ALONG NORTH SIDE YARD & REAR YARD. CONSTRUCT NEW STONE PATIO, STONE WALKWAY, & OUTDOOR GAS FIRE PIT. NEW LANDSCAPING PER SHEET L1.0.	1,100,000	Building	Casanova 2 NW of 13th
240381	8/26/2024		Renovation of interior & exterior of an existing two-story residence to include: replacement of existing roof, installation of new solar system, installation of new windows and front doors, new oriel window, new driveway, new firepit and fence. Repair existing rear deck and install new FAU and electrical panel.	120,000	Building	Lincoln 2 NE of 2nd
240380	8/26/2024		Remove hot tub from exterior deck. Install new joists and IPE decking to match existing.	1,500	Building	Santa Lucia 2 NE of Scenic
240379	8/26/2024	8/26/2024	Upgrade electrical panel from 100amp panel to new 200 amp meter/main combo panel.	4,325	Electrical	26004 Ridgewood Rd

240378	8/26/2024	8/26/2024	Replace water service from meter to house. Approximately 30' of 1" copper pipe and fittings.	2,000	Plumbing	Mission 3 SW of Alta
240377	8/22/2024	8/22/2024	Replace main water line, approximately 60', with new 3/4" aquapex pipe.	2,000	Plumbing	SE Corner of Flanders & Crespi
240376	8/22/2024		Installation of residential roof mount grid-tied PV system (6.64 kW). Installation of 15 kWh/11.52kW battery energy storage systems.	31,556	Electrical	Scenic 3 SW of Ocean
240375	8/21/2024	8/22/2024	Replace defective 100amp meter main panel with distribution with a new 100 amp meter main with distribution.	6,750	Electrical	Scenic 3 NW of 8th
240374			Add an interior door between the primary residence & ADU. Plans have been uploaded to the Google Drive.	5,000	BP Revision	3 SW of 13th Ave. on Camino Real
240373	8/20/2024	8/20/2024	Tear off existing composition roofs at the house and garage. Install new underlayment, install 19.5 squares at the main residence and 5.5 on the garage. New roof material to be CertainTeed Landmark TL in color "Autumn Blend".	63,510	Roofing	Carmelo 4 NW of 4th
240372	8/19/2024		Dry rot repair of existing plywood floor sheathing in garage – repair and replace to match existing.	10,000	Building	Carmelo 2 NW of 10th
240371	8/19/2024	8/19/2024	Remove existing wood shingle roofing and install new Davinci Multi-Width shake in color "Tahoe".	67,000	Roofing	Carmelo 2 SE of 12th
240370	8/16/2024	8/16/2024	Remove existing cedar wood shake roof and replace with new CertainTeed Landmark TL in color "Country Gray".	28,000	Roofing	Junipero 4 NE of 10th
240369	8/16/2024	8/16/2024	REMOVE AND REPLACE BOILER	15,997	Plumbing	NW Corner of Dolores & 12th
240368			VOID - DO NOT USE	0		

240367	8/15/2024		74 sf addition to an existing SFR for a new bathroom.	65,000	Building	NW Corner of Torres and 1st
240366	8/15/2024	8/19/2024	Remove existing crown, base boards, and flooring. Replace flooring with vinyl waterproof planks, install new baseboards, patch drywall damage, sand and paint with new off-white color. Sand and paint existing cabinets black, replace counter tops, replace existing shampoo bowls with new bowls utilizing existing plumbing, and replace existing cutting stations.	0	Exempt Work	SE Corner of Monte Verde & 7th
240365	8/15/2024	8/26/2024	Remove existing wood shingle roof and replace with new DaVinci Slate roofing in color "Steel Gray".	50,152	Roofing	Guadalupe 2 SE of 3rd
240364	8/13/2024	8/13/2024	Exploratory demolition to determine cause of water leak.	0	Demolition	East Side of San Carlos Between 9th and 10th
240363	8/13/2024	8/13/2024	Re-roof front upper roof section only. Remove existing 20 year roof and install new CertainTeed Landmark TL Pro in color "Burnt Sienna".	4,945	Roofing	Lopez 3 NW of 4th
240362			VOID. Replace existing defective dutch front door with a new dutch front door same opening and no framing changes. Same color black paint., no mullions in the glass. Replace existing side gate with a new side gate with a lock 72 inches tall- see attachments of current photos and new proposed gate and door.	5,000	Building	Monte Verde 2 SW of 9th

240361	8/13/2024	8/13/2024	Remove (1) old leaking Navien 199k btu tankless water heater and install (1) new Navien NPE-240A2 199k btu tankless water heater in same location.	5,000	Plumbing	SE Corner of Palou and Casanova
240360	8/8/2024		Construction of a new bar, back bar, and associated plumbing and electrical as an extension of the Anton and Michel restaurant.	150,000	Building	NW Corner of Mission & 7th
240359	8/8/2024		Interior remodel of existing single family residence.	25,000	Building	Camino Real 10 NE of 4th
240358	8/8/2024	8/8/2024	Remove and replace two furnaces.	23,588	Mechanical	San Antonio 3 SW of Ocean
240357	8/7/2024		Convert the existing home theater room to a 522 sf ADU with kitchenette.	0	Building	San Antonio 4 NE of 4th
240356	8/7/2024		Kitchen remodel- replacement of interior finishes including millwork, appliances and countertops. Add half bath to upstairs bedroom #2 (1 toilet & 1 sink). No modifications to structural or building footprint,	30,000	Building	Santa Fe 5 SW of 5th
240355	8/6/2024	8/6/2024	Remove (1) old leaking Navien 199k btu tankless water heater and install (1) new Navien NPE-240A2 199k btu tankless water heater in same location	4,500	Plumbing	Lobos 3 SW of 3rd
240354	8/6/2024	8/13/2024	Remove existing wood shakes and install a 50 year CertainTeed TL Presidential roof in color "Country Gray".	28,779	Roofing	Dolores 3 NE of 10th
240353	8/6/2024		New Detached Garage	175,000	Building	Torres 4 NE of 6th
240352	8/6/2024		Storm repair to garage, deck and fence.	20,000	Building	Junipero 2 SW of 1st
240351	8/2/2024	8/2/2024	Removal of existing roof and replacement with new asphalt composition shingles.	183,310	Roofing	Monte Verde 3 SE of Ocean

240350	8/1/2024	8/29/2024	Partial reroof. Remove wood shake areas from five roof pitches, install new underlayment, and install new wood shakes to meet class "A" assembly requirements.	123,875	Roofing	NW Corner of San Carlos & 6th

Attachment 1

Total Records: 43

9/6/2024



Code Compliance Report

08/01/2024 - 08/31/2024

Case #	Case Date	Status	Location	Problem Description	Date Received	Date Closed
24131	8/23/2024	Open	Lincoln 3 NW of 6th	Sign installation deviates from planning approval packet dated 06-20-2023 (attached); sign lettering is wired for illumination; no building permit obtained for installation of electric wiring to sign.	6/25/2024	
24130	8/22/2024	Open	SE Corner of Dolores & 7th	Noise violation; sound level of activities violated Temporary Use Permit TUP 24248 Condition #3	8/22/2024	
24129	8/29/2024		NWC Carpenter & 5th	Unsupported cut/excavation in excess of 8' tall and within 11' of the neighboring property, track out onto 5th and excavations made within 6' of trees required to be dug by hand.	8/27/2024	
24128	8/22/2024	Open	San Carlos 3 SE of First	Vacant house with overgrown weeds and misc. debris	8/15/2024	
24127	8/22/2024	Open	NW Corner of Mission & 8th	Exterior signage	8/19/2024	
24116	8/20/2024	Closed	Junipero NE of 8th	Cones in the public right-of-way	8/19/2024	8/22/2024
24115	8/16/2024	Open	NWC Casanova and 10th	Landscaping public right-of-way	8/16/2024	1/1/1900
24114	8/14/2024	Open	Torres 2 SE of 1st	Transient rental	8/14/2024	
24113	8/12/2024	Open	NEC Mission and 9th	Transient rental	8/12/2024	

Total Records: 9**9/6/2024**



Encroachment Permit Report

08/01/2024 - 08/31/2024

Permit #	Permit Type	Date Submitted	Project Description	Property Location	Date Issued	Status
240172	Temp Ench		temporary tcp setup to work on existing pole to relocate cable	24718 UPPER TRL CARMEL CA 93923		Closed
240171	Temp Ench		PROOF, DIG AND REPAIR A DAMAGED CONSUIT IN CITY ROW	26200 SCENIC DR		Closed
240170	Temp Ench	8/30/2024	PG&E to trench and backfill a 5'x5' bellhole to abandon existing gas service. PM# 35449903.	NW Corner of San Antonio & 9th	9/3/2024	Issued
240169						
240168	Temp Ench	8/29/2024	Closure of sidewalk in front of Cantinetta Luca building to perform fire pump system testing. CONDITIONS: 1) Sidewalk closed ahead signs will be needed at the north and south corners of Dolores. 2) BMP's will be needed on the catch basin at the NE corner of Lincoln and 7th. 3) Any erosion or sediment deposits downstream towards Scenic caused by their discharge will need to be cleaned up by the contractor. 4) Contractor must contact Rob Culver at (831) 620-2074 the day before work is scheduled so the drain on Scenic can be opened.	Dolores 3 SW of Ocean	9/3/2024	Issued
240167	Temp Ench	8/29/2024	Trench across sidewalk and in dirt area for new electrical service.	Junipero 6 NE of 8th	9/4/2024	Issued
240166	Temp Ench	8/27/2024	Replace waste line from residence to city main. Replace sewer line with trenchless and install 2 way clean out overflow and backwater valves.	San Antonio 4 SE of 11th	8/29/2024	Issued

240165	Temp Ench	8/27/2024	PG&E to clear vegetation around poles and install pole clearance.			In Review
240164	Temp Ench	8/27/2024	Restoration of 3'x4' pavers for CalAm Job #3955.	Mission 5 NW of 4th	8/28/2024	Issued
240163	Driveway	8/26/2024	Demolition of current driveway and replace with new pavers.	San Antonio 2 NW of 4th		In Review
240162	Temp Ench	8/26/2024	Replace sewer lateral using pipe bursting	Casanova 4 NE of 8th	8/26/2024	In Review
240161	Temp Ench	8/21/2024	Replace sewer lateral using pipe bursting.	Guadalupe 2 NW of 5th	8/22/2024	Issued
240160	Temp Ench	8/16/2024	Remove overhead service, remove enclosure, install underground service and two new enclosures, then backfill. PM# 35546641.	San Carlos 6 SW of 13th	8/26/2024	Issued
240159	Perm Ench	8/16/2024	Replacement of existing steps and retaining walls and addition of one new low wood landscape retaining wall in the right of way.	Junipero 2 SW of 10th		In Review
240158	Temp Ench	8/13/2024	Cut bell hole over main in street to pull new 4" sewer through existing lateral. Replace tap with wye at main. Backfill, compact, and re-asphalt road after inspection.	SE Corner of Monte Verde & 3rd	8/13/2024	Issued
240157	Temp Ench	8/8/2024	Replace sewer lateral using pipe bursting. CONDITIONS: Final pavement restoration needs to be concrete. Colored with Sequoia Sand concrete dye. #4 rebar dowels spaced every 18" on center. Concrete patch shall match existing thickness. No full road closure will be approved.	San Carlos 3 NE of 6th	8/8/2024	Issued
240156	Temp Ench	8/6/2024	Excavate a 6'x6' pit in the asphalt to repair damages due to a water service repair.	Santa Fe St 115' South of 8th		In Review

240155	Temp Ench	8/6/2024	Excavate a 2'x2' and a 2'x6' of asphalt to repair damages due to water service repair.	SW Corner of Santa Fe & Mountain View	8/7/2024	Attachment 1 Issued
240154	Temp Ench	8/6/2024	Close single lane in front of property for concrete trucks and pumps.	Camino Del Monte 2 SW of Junipero	8/19/2024	Approved

Total Records: 19

9/6/2024



Tree Permit Report

08/01/2024 - 08/31/2024

Permit #	Permit Date	Permit Type	Location of Property	Description	Status	Approved Date
24224	8/2/2024	Tree Removal/Pruning	San Antonio 3NW of 11th	1 Monterey Cypress Tree	In Review	
24225	8/2/2024	Tree Removal/Pruning	Santa Rita 2 SE of 2nd	1 Tree- See attached picture	In Review	
24226	8/2/2024	Tree Removal/Pruning	Lobos 4 NE of 3rd	REMOVAL: One Monterey pine, Size: 95' , WIDTH: 33' , SPREAD: 50'	In Review	
24227	8/4/2024	Tree Removal/Pruning	San Carlos 3 SW of 8th, Carmel-by-the-Sea	Remove dead Oak tree	Approved	8/6/2024
24228	8/5/2024	Tree Evaluation	Santa Fe 3rd NE OF 8th	Cypress tree leaning, pruning or removal	In Review	
24229	8/5/2024	Tree Evaluation	Vizcaino 6 SW of Mountain View	1 Monterey pine tree approximately 4-5 feet in diameter. See site plan. Tree highlighted in yellow.	Approved	8/6/2024
24230	8/5/2024	Tree Removal/Pruning	Mission 4 SE of 13th	1 Coast Live Oak that is dead	Approved	8/5/2024
24231	8/5/2024	Tree Removal/Pruning	Guadalupe 2 SE of 7th	Remove 2 large lower limbs over garage and remove large limb touching roof	Approved	8/23/2024
24232	8/5/2024	Tree Removal/Pruning	NE Corner of Santa Fe & 1st	PRUNING: Prune 1 Cypress tree west side of property; prune Oaks encroaching onto north side of house. REMOVAL: Remove extra large pine south side of property; remove large incense cedar tree south side of property.	In Review	

24233	8/7/2024	Tree Removal/Pruning	Mission 2 NE of 12th	PRUNING- 5 Coastal Live Oaks REMOVAL-1 dead and rotting away Coastal Live Oak	In Review	
24234	8/7/2024	Tree Removal/Pruning	2 SE of 9th on San Antonio Ave	Holly Oak- Specs TBD by City of Carmel. Tree is on City Setback	In Review	
24235	8/8/2024	Tree Removal/Pruning	San Carlos 2 NW of Santa Lucia	2 Cypress trees on the right side of property	In Review	
24236	8/14/2024	Tree with Construction	Santa Fe 3 SW of Mountain View	Remove trees	In Review	
24237	8/15/2024	Tree Removal/Pruning	San Carlos 4 SE of First Avenue	Remove Damaged Pine Tree on City Property	Approved	9/5/2024
24238	8/16/2024	Tree Evaluation	Mission St, 3SW of Alta	Tree Removal	Approved	8/20/2024
24239	8/20/2024	Tree Removal/Pruning	Mission St, 3SW of Alta	Tree Removal	Approved	8/20/2024
24240	8/22/2024	Tree Removal/Pruning	Camino Real 3 SE of 9th	Large dead spar on oak tree in the left side yard	In Review	
24241	8/23/2024	Tree Evaluation	Santa Fe 3 SE of 5th Avenue	Tree Evaluation of diseased white oak on private property	In Review	
24242	8/23/2024	Tree Removal/Pruning	0 Monte Verde and 3rd NE	CITY TREES: Assess health of one (1) large Monterey Pine on City property, and if healthy, remove lichen and thin out branches. If unhealthy and possible hazard, approve removal of tree. Assess Cypress trees with dead branches on City property and permission to prune corner trees.	In Review	
24243	8/26/2024	Tree Evaluation	GUADALUPE 4 NE OF 6TH	EVALUATION FOR TREE REMOVAL	Approved	8/29/2024
24244	8/26/2024	Tree Evaluation	Camino Real 3 SW of 4th	REMOVE: 1 Acacia Tree, 14' over hanging roof	In Review	

24245	8/26/2024	Tree Removal/Pruning	2 NE of Flanders on Vizcaino	1 48" Cypress, 1 8" Oak	Approved	8/29/2024
24246	8/29/2024	Tree Removal/Pruning	2 SE of 10th and Lincoln	Removal of one (1) Monterey Pine on Private Property	Approved	8/29/2024
24247	8/29/2024	Tree Removal/Pruning	GUADALUPE 4 NE OF 6TH	TREE REMOVAL	Approved	8/29/2024
24248	8/29/2024	Tree Evaluation	Monte Verde 2 SW of 13th	EVALUATION: Coastal Live Oak for pruning or removal	In Review	
24249	8/30/2024	Tree Removal/Pruning	San Carlos 2 SE of Alta	REMOVAL: Oak, large	Approved	9/3/2024
24250	8/30/2024	Tree Removal/Pruning	Monte Verde 2SE of 13th	1 80 ft Pine Tree for removal	Approved	8/30/2024
24251	8/30/2024	Tree Evaluation	Crespi 9 SE of Mountain View	EVALUATION: 2 Pinus radiata (huge, 80'?); 3 Quercus agrifolia (~15-20')	In Review	
24252	8/30/2024	Tree Removal/Pruning	Santa Rita 3 SW of 2nd	Five Monterey Pine Trees	Approved	8/27/2024

Total Records: 29

9/6/2024



CITY OF CARMEL-BY-THE-SEA

Monthly Report

August 2024

Public Safety

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Paul Tomasi, Public Safety Director
SUBMITTED ON:	September 17, 2024
APPROVED BY:	Chip Rerig, City Administrator

AMBULANCE REPORT

Summary of Carmel Fire Ambulance August Calls for Service

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 August 2024 the ambulance was unable to meet the performance measure. The response time was 90% with (3) code-3 calls over 5 minutes.

77 Calls for service in CBTS Average response time: 3:31 min.
71 Code 3 EMS calls for service –Seven calls over 5:00 min.

- All reported as delayed due to distance.

MONTEREY FIRE REPORT

Summary of Monterey Fire August Calls for Service

FIRE PERFORMANCE MEASURE

The performance goal for Code-3 (life threatening emergency-lights & siren) fire calls with a response time of 5 minutes or less from dispatch to arrival is 95%. For the month of August 2024 the fire department was able to meet the performance measure. The response time was 89 % with (9) code-3 calls over 5 minutes.

103 total calls for service in CBTS Average response time: 3:25 min.
80 total Code-3 calls

- 1 - delay due to a response from station 11-Carmel engine on another call
- 3 - delays due to heavy traffic
- 1 - delay due to time of day
- 1 - delay due to locating victim vehicle

- 3 - delays due to distance to call

BEACH FIRES

There were 5 reported illegal beach fires during the month of August.



RESPONSE SUMMARY REPORT BY INCIDENT TYPE
27060 CARMEL-BY-THE-SEA
Alarm Date From: 08/01/2024 To: 08/31/2024



Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
300-321 Series (EMS)						
Medical assist, assist EMS crew	8/23/2024 12:01 PM	240823-MNT06147	0:02:50	OCEAN AVE	DEL MAR AVE	3
Medical assist, assist EMS crew	8/28/2024 2:15 AM	240828-MNT06302	0:03:12	MONTE VERDE ST	OCEAN AVE	3
Medical assist, assist EMS crew	8/19/2024 10:36 AM	240819-MNT06007	0:03:27	25945 JUNIPERO ST		3
Medical assist, assist EMS crew	8/24/2024 5:25 PM	240824-MNT06197	0:03:34	OCEAN AVE	MONTE VERDE ST	3
Medical assist, assist EMS crew	8/20/2024 7:22 AM	240820-MNT06034	0:04:08	CARMELO ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	8/17/2024 4:23 PM	240817-MNT05939	0:01:48	SAN CARLOS ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/23/2024 8:31 PM	240823-MNT06167	0:02:05	JUNIPERO AVE	5TH AVE	3
EMS call, excluding vehicle accident with injury	8/22/2024 10:22 AM	240822-MNT06110	0:02:09	MONTE VERDE ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/24/2024 1:49 PM	240824-MNT06187	0:02:19	JUNIPERO AVE	5TH AVE	3
EMS call, excluding vehicle accident with injury	8/17/2024 10:53 AM	240817-MNT05928	0:02:24	OCEAN AVE	MISSION ST	3
EMS call, excluding vehicle accident with injury	8/19/2024 8:49 PM	240819-MNT06028	0:02:29	SAN CARLOS ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	8/15/2024 9:49 AM	240815-MNT05850	0:02:34	26156 LADERA DR		3
EMS call, excluding vehicle accident with injury	8/14/2024 3:10 PM	240814-MNT05827	0:02:37	OCEAN AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	8/16/2024 1:24 PM	240816-MNT05888	0:02:38	OCEAN AVE	LINCOLN ST	3
EMS call, excluding vehicle accident with injury	8/24/2024 12:36 PM	240824-MNT06184	0:02:39	MISSION ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/12/2024 9:48 AM	240812-MNT05757	0:02:44	MISSION ST	3RD AVE	3
EMS call, excluding vehicle accident with injury	8/2/2024 5:54 PM	240802-MNT05558	0:02:48	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/16/2024 7:53 PM	240816-MNT05907	0:02:54	OCEAN AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	8/13/2024 6:28 PM	240813-MNT05802	0:03:00	LINCOLN ST	12TH AVE	3
EMS call, excluding vehicle accident with injury	8/30/2024 4:14 PM	240830-MNT06383	0:03:00	TORRES ST	1ST AVE	3
EMS call, excluding vehicle accident with injury	8/13/2024 8:20 AM	240813-MNT05779	0:03:11	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/11/2024 10:43 AM	240811-MNT05742	0:03:13	LOPEZ AVE	4TH AVE	3
EMS call, excluding vehicle accident with injury	8/25/2024 10:49 AM	240825-MNT06222	0:03:21	DOLORES ST	11TH AVE	3
EMS call, excluding vehicle accident with injury	8/23/2024 11:10 PM	240823-MNT06173	0:03:25	SAN CARLOS ST	2 SW 4TH AVE	3
EMS call, excluding vehicle accident with injury	8/23/2024 6:18 PM	240823-MNT06163	0:03:32	26004 RIDGEWOOD RD		3
EMS call, excluding vehicle accident with injury	8/18/2024 5:07 PM	240818-MNT05981	0:03:33	2ND AVE	GUADALUPE ST	3
EMS call, excluding vehicle accident with injury	8/16/2024 8:13 AM	240816-MNT05877	0:03:40	LINCOLN ST	12TH AVE	3
EMS call, excluding vehicle accident with injury	8/11/2024 12:59 AM	240811-MNT05738	0:03:50	GUADALUPE ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/1/2024 4:01 PM	240801-MNT05517	0:03:53	RIO RD	LASUEN DR	3
EMS call, excluding vehicle accident with injury	8/24/2024 5:07 PM	240824-MNT06196	0:03:53	SCENIC RD	8TH AVE	3
EMS call, excluding vehicle accident with injury	8/2/2024 12:22 AM	240802-MNT05527	0:03:54	LINCOLN ST	OCEAN 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	8/18/2024 1:34 AM	240818-MNT05962	0:03:56	OCEAN AVE	TORRES ST	3
EMS call, excluding vehicle accident with injury	8/23/2024 8:13 AM	240823-MNT06138	0:04:00	MONTE VERDE	2 SW 5TH	3
EMS call, excluding vehicle accident with injury	8/21/2024 10:18 PM	240821-MNT06102	0:04:08	5TH AVE	GUADALUPE ST	3
EMS call, excluding vehicle accident with injury	8/18/2024 11:40 PM	240818-MNT05991	0:04:10	JUNIPERO AVE	10TH AVE	3
EMS call, excluding vehicle accident with injury	8/13/2024 5:21 PM	240813-MNT05799	0:04:13	7TH AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	8/24/2024 10:27 PM	240824-MNT06207	0:04:22	2ND AVE	N CASANOVA	3
EMS call, excluding vehicle accident with injury	8/28/2024 8:03 AM	240828-MNT06307	0:04:32	DOLORES ST	11TH AVE	3
EMS call, excluding vehicle accident with injury	8/6/2024 4:38 AM	240806-MNT05628	0:04:50	SANTA FE ST	3RD AVE	3
EMS call, excluding vehicle accident with injury	8/20/2024 11:30 PM	240820-MNT06061	0:04:59	LINCOLN ST	13TH AVE	3
EMS call, excluding vehicle accident with injury	8/21/2024 5:22 AM	240821-MNT06063	0:06:40	5104 MONTEREY ST		2
EMS call, excluding vehicle accident with injury	8/23/2024 6:18 PM	240823-MNT06164	0:09:24	N CARMELO ST	4TH AVE	3
42			0:03:34			
322-399 Series (Rescues)						
Motor vehicle accident with injuries	8/29/2024 10:01 AM	240829-MNT06336	0:03:10	OCEAN AVE	FOREST RD	3
Motor vehicle accident with injuries	8/8/2024 4:12 PM	240808-MNT05684	0:04:22	2ND AVE	GUADALUPE ST	3
Motor vehicle accident with no injuries.	8/29/2024 11:53 AM	240829-MNT06342	0:04:14	SCENIC RD	8TH AVE	3
Motor vehicle accident with no injuries.	8/19/2024 10:36 AM	240819-MNT06006	0:04:31	CARMELO ST	13TH AVE	2
4			0:04:04			
400 Series (Hazardous Material)						
Gas leak (natural gas or LPG)	8/24/2024 9:41 AM	240824-MNT06181	0:03:00	JUNIPERO AVE	7TH AVE	3
Gas leak (natural gas or LPG)	8/27/2024 6:03 PM	240827-MNT06296	0:03:38	GUADALUPE ST	6TH AVE	3
Gas leak (natural gas or LPG)	8/22/2024 9:23 AM	240822-MNT06106	0:04:35	PERRY NEWBERRY WAY	4TH AVE	3
Chemical spill or leak	8/13/2024 8:49 AM	240813-MNT05780	0:06:48	MISSION ST	6TH AVE	3
Biological hazard, confirmed or suspected	8/19/2024 10:27 AM	240819-MNT06005	0:08:26	JUNIPERO AVE	5TH AVE	2
5			0:05:17			
500 & 600 Series (Service Calls)						
Person in distress, other	8/15/2024 9:44 PM	240815-MNT05867	0:03:25	SAN CARLOS ST	5TH AVE	3
Person in distress, other	8/5/2024 12:16 AM	240805-MNT05600	0:08:31	5104 MONTEREY ST		2
Water or steam leak	8/3/2024 1:40 PM	240803-MNT05574	0:00:00	CARMELO ST	13TH AVE	2
Water or steam leak	8/15/2024 9:06 AM	240815-MNT05848	0:03:49	MISSION ST	3RD AVE	2
Water or steam leak	8/2/2024 9:38 AM	240802-MNT05541	0:06:33	SCENIC RD	9TH AVE	2
Public service	8/3/2024 12:50 PM	240803-MNT05572	0:00:00	SANTA FE ST	5TH AVE	2
Public service	8/1/2024 9:49 AM	240801-MNT05504	0:03:03	CASANOVA ST	7TH AVE	3
Public service	8/27/2024 7:34 PM	240827-MNT06298	0:03:12	TORRES ST	S MOUNTAIN VIEW AVE	2
Public service	8/2/2024 5:15 PM	240802-MNT05557	0:03:16	SAN CARLOS ST	12TH AVE	3
Public service	8/1/2024 11:06 AM	240801-MNT05509	0:03:52	DOLORES ST	12TH AVE	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
500 & 600 Series (Service Calls) cont.						
Public service	8/3/2024 1:06 PM	240803-MNT05573	0:03:58	JUNIPERO AVE	12TH AVE	2
Public service	8/2/2024 7:13 AM	240802-MNT05535	0:04:17	12TH AVE	DOLORES ST	3
Public service	8/2/2024 4:25 PM	240802-MNT05555	0:04:57	GUADALUPE ST	OCEAN AVE	2
Public service	8/17/2024 11:03 AM	240817-MNT05929	0:10:53	TORRES ST	OCEAN AVE	2
Assist invalid	8/16/2024 3:12 PM	240816-MNT05894	0:01:51	11TH AVE	SAN ANTONIO AVE	2
Assist invalid	8/2/2024 6:07 PM	240802-MNT05559	0:03:31	CARMELO ST	11TH AVE	2
Assist invalid	8/24/2024 9:01 PM	240824-MNT06202	0:03:43	LINCOLN ST	7TH AVE	2
Assist invalid	8/12/2024 4:39 PM	240812-MNT05765	0:04:21	LINCOLN ST	12TH AVE	3
Assist invalid	8/17/2024 4:52 PM	240817-MNT05940	0:04:27	MONTE VERDE ST	SANTA LUCIA AVE	2
Cover assignment, standby, moveup	8/3/2024 2:00 PM	240803-113143-MNT	0:10:00	6TH AVE		2
No incident found on arrival at dispatch address	8/15/2024 2:11 PM	240815-MNT05858	0:01:01	SAN CARLOS ST	OCEAN AVE	3
No incident found on arrival at dispatch address	8/24/2024 9:06 PM	240824-MNT06203	0:02:09	2946 FRANCISCAN WAY		2
No incident found on arrival at dispatch address	8/18/2024 9:38 PM	240818-MNT05989	0:02:42	SANTA FE ST	6TH AVE	3
No incident found on arrival at dispatch address	8/4/2024 4:55 PM	240804-MNT05596	0:02:44	TORRES ST	6TH AVE	3
No incident found on arrival at dispatch address	8/27/2024 10:35 AM	240827-MNT06283	0:03:00	SAN CARLOS ST	SANTA LUCIA AVE	2
No incident found on arrival at dispatch address	8/5/2024 11:43 AM	240805-MNT05612	0:03:42	GUADALUPE ST	OCEAN AVE	3
No incident found on arrival at dispatch address	8/7/2024 8:47 AM	240807-MNT05655	0:04:05	GUADALUPE ST	2ND AVE	3
No incident found on arrival at dispatch address	8/25/2024 9:18 AM	240825-MNT06219	0:05:10	SAN ANTONIO AVE	4TH AVE	2
No incident found on arrival at dispatch address	8/14/2024 3:02 AM	240814-MNT05812	0:05:23	DOLORES ST	8TH AVE	3
No incident found on arrival at dispatch address	8/30/2024 6:40 AM	240830-MNT06368	0:06:22	MONTEREY ST	VALLEY WAY	3
No incident found on arrival at dispatch address	8/24/2024 2:18 PM	240824-MNT06189	0:07:27	2ND AVE	N CASANOVA ST	2

31

0:04:14

700 Series (False Alarms)

Smoke detector activation due to malfunction	8/17/2024 9:17 PM	240817-MNT05953	0:04:02	GUADALUPE ST	2ND AVE	3
Alarm system sounded due to malfunction	8/2/2024 5:34 AM	240802-MNT05533	0:01:07	NE 4TH AVE	MISSION ST	3
Alarm system sounded due to malfunction	8/19/2024 7:00 PM	240819-MNT06024	0:02:39	OCEAN AVE	MISSION ST	3
Alarm system sounded due to malfunction	8/12/2024 7:25 PM	240812-MNT05769	0:03:16	SAN ANTONIO AVE	OCEAN AVE	3
Alarm system sounded due to malfunction	8/6/2024 1:44 PM	240806-MNT05632	0:03:21	4TH AVE	JUNIPERO AVE	3
Alarm system sounded due to malfunction	8/2/2024 5:11 AM	240802-MNT05532	0:03:46	NE 4TH AVE	MISSION	3
Alarm system sounded due to malfunction	8/21/2024 10:35 AM	240821-MNT06075	0:06:22	LINCOLN ST	OCEAN AVE	3
Smoke detector activation, no fire - unintentional	8/21/2024 2:15 PM	240821-MNT06087	0:05:38	11TH AVE	CASANOVA ST	3
Smoke detector activation, no fire - unintentional	8/27/2024 2:57 PM	240827-MNT06292	0:07:01	OCEAN AVE	DOLORES ST	3
Smoke detector activation, no fire - unintentional	8/16/2024 5:56 PM	240816-MNT05904	0:11:33	4TH AVE	DOLORES ST	2
Detector activation, no fire - unintentional	8/2/2024 10:10 AM	240802-MNT05543	0:02:54	OCEAN AVE	LINCOLN ST	3
Detector activation, no fire - unintentional	8/24/2024 11:32 AM	240824-MNT06182	0:03:21	CASANOVA ST	OCEAN AVE	3
Detector activation, no fire - unintentional	8/18/2024 12:55 PM	240818-MNT05975	0:13:46	SCENIC RD	8TH AVE	2
Alarm system activation, no fire - unintentional	8/21/2024 12:15 PM	240821-MNT06083	0:00:39	6TH AVE	DOLORES ST	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
700 Series (False Alarms) cont.						
Alarm system activation, no fire - unintentional	8/12/2024 2:05 PM	240812-MNT05764	0:02:32	JUNIPERO AVE	7TH AVE	3
Alarm system activation, no fire - unintentional	8/23/2024 2:14 PM	240823-MNT06156	0:02:47	OCEAN AVE	DOLORES ST	3
Alarm system activation, no fire - unintentional	8/6/2024 1:28 AM	240806-MNT05624	0:03:01	10 CARMEL WAY		3
Alarm system activation, no fire - unintentional	8/26/2024 6:22 PM	240826-MNT06270	0:04:16	CASANOVA ST	13TH AVE	3
Alarm system activation, no fire - unintentional	8/9/2024 7:30 PM	240809-MNT05716	0:04:47	CAMINO REAL ST	8TH AVE	3
Alarm system activation, no fire - unintentional	8/9/2024 2:10 PM	240809-MNT05705	0:05:21	5TH AVE	GUADALUPE ST	3
Alarm system activation, no fire - unintentional	8/1/2024 11:25 AM	240801-MNT05512	0:07:05	4TH AVE	JUNIPERO AVE	3

21

0:04:44

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

240823-MNT06164 ME11 responded from St 11, delay due to distance

240813-MNT05780 Delay due to traffic

240814-MNT05812 Delay due to time of day

240830-MNT06368 Delay looking for vehicle

240821-MNT06075 Delay due to distance

240821-MNT06087 Delay due to distance

240827-MNT06292 Delay due to distance

240809-MNT05705 Delay due to traffic

240801-MNT05512 Delay due to traffic

Code 2 Calls	23
Code 3 Calls	80
Total # of Incidents	103
% Under 5 Minute Response Time	89%



CARMEL-BY-THE-SEA AUGUST 2024 Response Summary Report by Incident Type

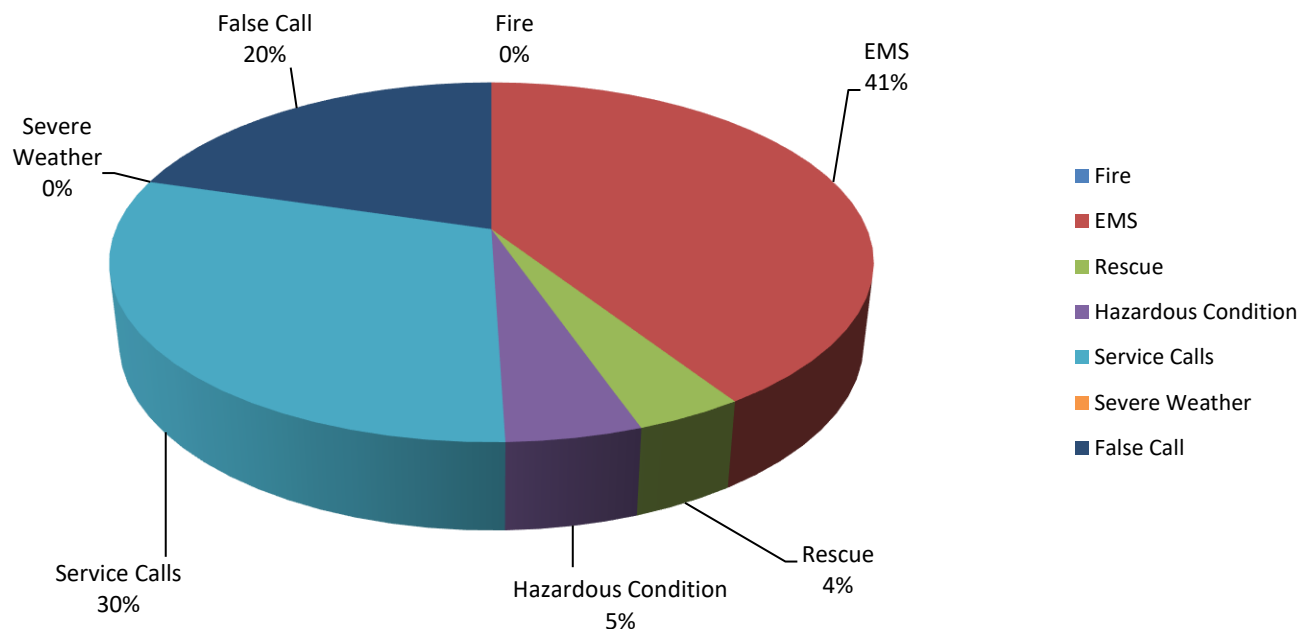


Type of Call	Number	Average Response Time
Fire	0	0:00
EMS	42	3:34
Rescue	4	4:04
Hazardous Condition	5	5:17
Service Calls	31	4:14
Severe Weather	0	0:00
False Call	21	4:44

Total Responses

103

4:22



Total Code 3 Calls:

80

Response Times for Code 3

Calls ≤ 5 minutes:

89%



RESPONSE SUMMARY REPORT BY INCIDENT TYPE
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE
Alarm Date From: 08/01/2024 To: 08/31/2024



Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
300-321 Series (EMS)						
Medical assist, assist EMS crew	8/24/24 9:08 PM	240824-CFA00916	00:04:00	2946 FRANCISCAN WAY		3
Emergency medical service incident, other	8/15/24 2:12 PM	240815-CFA00850	00:02:54	SAN CARLOS ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	8/1/24 4:01 PM	240801-CFA00778	00:04:03	RIO RD	LASUEN DR	3
EMS call, excluding vehicle accident with injury	8/2/24 12:23 AM	240802-CFA00781	00:03:42	LINCOLN ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	8/2/24 5:16 PM	240802-CFA00789	00:03:19	SAN CARLOS ST	12TH AVE	3
EMS call, excluding vehicle accident with injury	8/2/24 5:55 PM	240802-CFA00790	00:02:50	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/4/24 4:56 PM	240804-CFA00795	00:03:00	JUNIPERO ST	6TH AVE	2
EMS call, excluding vehicle accident with injury	8/5/24 12:19 AM	240805-CFA00796	00:07:00	5104 MONTEREY ST		2
EMS call, excluding vehicle accident with injury	8/6/24 4:39 AM	240806-CFA00803	00:04:49	SANTA FE ST	3RD AVE	3
EMS call, excluding vehicle accident with injury	8/7/24 8:48 AM	240807-CFA00809	00:03:00	GUADALUPE ST	2ND AVE	3
EMS call, excluding vehicle accident with injury	8/11/24 1:00 AM	240811-CFA00828	00:03:59	GUADALUPE ST	7TH AVE	2
EMS call, excluding vehicle accident with injury	8/11/24 10:44 AM	240811-CFA00829	00:03:26	LOPEZ AVE	4TH AVE	3
EMS call, excluding vehicle accident with injury	8/13/24 8:21 AM	240813-CFA00835	00:02:29	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/13/24 5:22 PM	240813-CFA00836	00:02:56	7TH AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	8/13/24 6:29 PM	240813-CFA00837	00:02:50	LINCOLN ST	12TH AVE	3
EMS call, excluding vehicle accident with injury	8/14/24 3:10 PM	240814-CFA00842	00:02:36	OCEAN AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	8/15/24 9:49 AM	240815-CFA00848	00:05:13	26156 LADERA DR		3
EMS call, excluding vehicle accident with injury	8/16/24 8:13 AM	240816-CFA00855	00:04:27	LINCOLN ST	12TH AVE	3
EMS call, excluding vehicle accident with injury	8/16/24 1:24 PM	240816-CFA00856	00:02:27	OCEAN AVE	LINCOLN ST	3
EMS call, excluding vehicle accident with injury	8/16/24 7:54 PM	240816-CFA00860	00:02:55	OCEAN AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	8/17/24 10:56 AM	240817-CFA00862	00:05:10	OCEAN AVE	MISSION ST	3
EMS call, excluding vehicle accident with injury	8/17/24 4:24 PM	240817-CFA00865	00:02:09	SAN CARLOS ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/18/24 1:35 AM	240818-CFA00870	00:04:02	OCEAN AVE	TORRES ST	3
EMS call, excluding vehicle accident with injury	8/18/24 11:43 PM	240818-CFA00876	00:02:11	JUNIPERO AVE	10TH AVE	3
EMS call, excluding vehicle accident with injury	8/19/24 10:41 AM	240819-CFA00878	00:02:02	25945 JUNIPERO ST		3
EMS call, excluding vehicle accident with injury	8/19/24 8:50 PM	240819-CFA00883	00:02:19	SAN CARLOS ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	8/20/24 7:23 AM	240820-CFA00884	00:04:32	CARMELO ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	8/20/24 11:30 PM	240820-CFA00889	00:04:49	LINCOLN ST	13TH AVE	3
EMS call, excluding vehicle accident with injury	8/21/24 10:19 PM	240821-CFA00896	00:03:35	5TH AVE	GUADALUPE ST	3
EMS call, excluding vehicle accident with injury	8/22/24 10:23 AM	240822-CFA00898	00:02:35	MONTE VERDE ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/23/24 12:02 PM	240823-CFA00900	00:01:40	OCEAN AVE	DEL MAR AVE	3
EMS call, excluding vehicle accident with injury	8/23/24 6:18 PM	240823-CFA00903	00:03:32	26004 RIDGEWOOD ROAD		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	8/23/24 8:32 PM	240823-CFA00904	00:02:16	JUNIPERO AVE	5TH AVE	3
EMS call, excluding vehicle accident with injury	8/23/24 11:11 PM	240823-CFA00905	00:03:26	SAN CARLOS ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	8/24/24 12:37 PM	240824-CFA00910	00:02:40	MISSION ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	8/24/24 1:50 PM	240824-CFA00911	00:02:32	JUNIPERO AVE	5TH AVE	3
EMS call, excluding vehicle accident with injury	8/24/24 5:26 PM	240824-CFA00913	00:02:06	OCEAN AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	8/25/24 10:50 AM	240825-CFA00919	00:03:27	DOLORES ST	11TH AVE	3
EMS call, excluding vehicle accident with injury	8/27/24 1:46 PM	240827-CFA00931	00:01:26	DOLORES ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	8/28/24 2:15 AM	240828-CFA00935	00:03:20	MONTE VERDE ST	OCEAN AVE	3
40			0:03:18			
322-399 Series (Rescues)						
Motor vehicle accident with injuries	8/8/24 4:13 PM	240808-CFA00813	00:03:11	2ND AVE	GUADALUPE ST	3
Motor vehicle accident with injuries	8/8/24 4:13 PM	240808-CFA00813	00:03:11	2ND AVE	GUADALUPE ST	3
Motor vehicle accident with injuries	8/18/24 5:08 PM	240818-CFA00874	00:03:22	2ND AVE	GUADALUPE ST	3
Motor vehicle accident with no injuries.	8/6/24 7:32 AM	240806-CFA00804	00:01:49	OCEAN AVE	JUNIPERO AVE	3
Motor vehicle accident with no injuries.	8/29/24 11:53 AM	240829-CFA00939	00:03:42	SCENIC RD	8TH AVE	3
5			0:03:03			
400 Series (Hazardous Material)						
Hazardous condition, other	8/1/24 9:50 AM	240801-CFA00774	00:03:14	CASANOVA ST	7TH AVE NW CORNER	3
Hazardous condition, other	8/1/24 11:07 AM	240801-CFA00775	00:03:43	DOLORES ST	12TH AVE	3
Hazardous condition, other	8/2/24 7:14 AM	240802-CFA00784	00:04:14	12TH AVE	DOLORES ST	3
Hazardous condition, other	8/2/24 12:45 PM	240802-CFA00786	00:03:02	MONTE VERDE ST	4TH AVE	3
Hazardous condition, other	8/3/24 12:50 PM	240803-CFA00792	00:01:22	SANTA FE ST	5TH AVE	3
Hazardous condition, other	8/3/24 1:07 PM	240803-CFA00793	00:06:30	JUNIPERO AVE	12TH AVE	3
Hazardous condition, other	8/5/24 11:44 AM	240805-CFA00798	00:03:47	GUADALUPE ST	OCEAN AVE	3
Hazardous condition, other	8/6/24 1:29 AM	240806-CFA00802	00:06:13	10 CARMEL WAY		3
Hazardous condition, other	8/22/24 9:23 AM	240822-CFA00897	00:05:02	PERRY NEWBERRY WAY	4TH AVE	3
Hazardous condition, other	8/25/24 9:19 AM	240825-CFA00918	00:05:11	SAN ANTONIO AVE	4TH AVE	3
Gas leak (natural gas or LPG)	8/27/24 6:05 PM	240827-CFA00933	00:02:09	GUADALUPE ST	6TH AVE	3
11			0:04:02			
500 & 600 Series (Service Calls)						
Assist police or other governmental agency	8/30/24 6:41 AM	240830-CFA00943	00:05:35	MONTEREY ST	VALLEY WAY	3
Water or steam leak	8/15/24 9:07 AM	240815-CFA00847	00:04:47	MISSION ST	3RD AVE	2
Assist invaild	8/12/24 4:40 PM	240812-CFA00832	00:02:31	LINCOLN ST	12TH AVE	3
Assist invaild	8/15/24 9:45 PM	240815-CFA00853	00:02:14	SAN CARLOS ST	5TH AVE	3
Assist invaild	8/16/24 3:13 PM	240816-CFA00857	00:05:00	11TH AVE	SAN ANTONIO AVE	2
Assist invaild	8/24/24 9:02 PM	240824-CFA00915	00:03:20	LINCOLN ST	7TH AVE	2
Vicinity alarm (incident in other location)	8/1/24 11:26 AM	240801-CFA00776	00:03:53	4TH AVE	JUNIPERO AVE	3
Vicinity alarm (incident in other location)	8/17/24 9:18 PM	240817-CFA00868	00:03:52	GUADALUPE ST	2ND AVE	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
500 & 600 Series (Service Calls) cont.						
Vicinity alarm (incident in other location)	8/23/24 2:15 PM	240823-CFA00901	00:02:44	OCEAN AVE	DOLORES ST	3
Vicinity alarm (incident in other location)	8/24/24 9:42 AM	240824-CFA00908	00:03:08	JUNIPERO AVE	7TH AVE	3

10

0:03:42

700 Series (False Alarms)

False alarm or false call, other	8/2/24 5:11 AM	240802-CFA00782	00:04:44	MISSION ST	4TH AVE	3
False alarm or false call, other	8/6/24 1:45 PM	240806-CFA00806	00:03:02	4TH AVE	JUNIPERO AVE	3
False alarm or false call, other	8/12/24 2:06 PM	240812-CFA00831	00:02:42	JUNIPERO AVE	7TH AVE	3
Smoke detector activation due to malfunction	8/24/24 11:33 AM	240824-CFA00909	00:03:15	CASANOVA ST	OCEAN AVE	3
Alarm system sounded due to malfunction	8/2/24 5:34 AM	240802-CFA00783	00:03:53	4TH AVE	MISSION ST	3
Alarm system sounded due to malfunction	8/12/24 7:25 PM	240812-CFA00833	00:03:58	SAN ANTONIO AVE	OCEAN AVE	3
Smoke detector activation, no fire - unintentional	8/21/24 2:16 PM	240821-CFA00894	00:04:49	11TH AVE	CASANOVA ST	3
Alarm system activation, no fire - unintentional	8/9/24 7:34 PM	240809-CFA00824	00:03:00	CAMINO REAL	8TH AVE	3
Alarm system activation, no fire - unintentional	8/19/24 7:02 PM	240819-CFA00882	00:02:12	OCEAN AVE	MISSION ST	3
Alarm system activation, no fire - unintentional	8/26/24 6:23 PM	240826-CFA00925	00:04:12	CASANOVA ST	13TH AVE	3
Alarm system activation, no fire - unintentional	8/27/24 2:57 PM	240827-CFA00932	00:03:05	OCEAN AVE	DOLORES ST	3

11

0:03:32

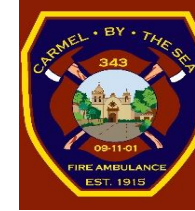
Over 5 Minute Response Times Cause of Delay: Code 3 Responses

240815-CFA00848 Delayed due to distance
240817-CFA00862 Delayed due to distance
240803-CFA00793 Delayed due to distance
240806-CFA00802 Delayed due to distance
240822-CFA00897 Delayed due to distance
240825-CFA00918 Delayed due to distance
240830-CFA00943 Delayed due to distance

Code 2 Calls	6
Code 3 Calls	71
Total # of Incidents	77
% Under 5 Minute Response Time	90%
Total Average Response Time	0:03:31



RESPONSE SUMMARY REPORT BY DISTRICT
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE
Alarm Date From: 08/01/2024 To: 08/31/2024



Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
CARMEL HIGHLANDS						
EMS call, excluding vehicle accident with injury	8/31/2024	240831-CFA00951	00:10:07	120 HIGHLAND DR		3
EMS call, excluding vehicle accident with injury	8/14/2024	240814-CFA00845	00:10:13	160 SPINDRIFT RD		3
EMS call, excluding vehicle accident with injury	8/5/2024	240805-CFA00800	00:09:03	73 FERN CANYON RD		3
EMS call, excluding vehicle accident with injury	8/1/2024	240801-CFA00773	00:09:45	63 YANKEE POINT DR		3
EMS call, excluding vehicle accident with injury	8/27/2024	240827-CFA00927	00:10:27	181 SPINDRIFT RD		3
EMS call, excluding vehicle accident with injury	8/7/2024	240807-CFA00811	00:10:40	155 HIGHLAND DR		3
EMS call, excluding vehicle accident with injury	8/9/2024	240809-CFA00817	00:11:47	4 YANKEE BEACH WAY		3
EMS call, excluding vehicle accident with injury	8/2/2024	240802-CFA00787	00:15:02	146 SAN REMO RD		2
EMS call, excluding vehicle accident with injury	8/7/2024	240807-CFA00808	00:12:58	163 SPINDRIFT RD		3
Search for person in water	8/9/2024	240809-CFA00821	00:11:16	30500 HWY 1		3
10			0:11:08			
CARMEL VALLEY						
Fire, other	8/1/2024	240801-CFA00777	00:28:19	137 FORD RD		3
EMS call, excluding vehicle accident with injury	8/14/2024	240814-CFA00844	00:09:05	5315 CARMEL VALLEY RD		3
2			0:18:42			
CYPRESS						
EMS call, excluding vehicle accident with injury	8/30/2024	240830-CFA00945	00:06:28	6 CROSSROADS MALL		3
EMS call, excluding vehicle accident with injury	8/30/2024	240830-CFA00944	00:05:46	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	8/29/2024	240829-CFA938	00:08:00	4380 CARMEL VALLEY ROAD		3
EMS call, excluding vehicle accident with injury	8/28/2024	240828-CFA00936	00:05:58	25620 HATTON RD		3
EMS call, excluding vehicle accident with injury	8/26/2024	240826-CFA00924	00:07:44	1 POINT LOBOS STATE RESERVE		3
EMS call, excluding vehicle accident with injury	8/25/2024	240825-CFA00921	00:03:57	555 CARMEL RANCHO SHOPPING CENTER		3
EMS call, excluding vehicle accident with injury	8/24/2024	240824-CFA00907	00:06:50	26344 OCEAN VIEW AVE		3
EMS call, excluding vehicle accident with injury	8/21/2024	240821-CFA00890	00:08:18	25425 KNOLL LN		3
EMS call, excluding vehicle accident with injury	8/20/2024	240820-CFA00888	00:05:43	3665 RIO RD		3
EMS call, excluding vehicle accident with injury	8/20/2024	240820-CFA00887	00:03:28	24659 DOLORES ST		3
EMS call, excluding vehicle accident with injury	8/20/2024	240820-CFA00886	00:08:02	275 CROSSROADS BLVD		2
EMS call, excluding vehicle accident with injury	8/19/2024	240819-CFA00879	00:07:23	25372 OUTLOOK DR		3
EMS call, excluding vehicle accident with injury	8/15/2024	240815-CFA00852	00:06:18	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	8/14/2024	240814-CFA00840	00:05:50	200 CLOCK TOWER PL		3
EMS call, excluding vehicle accident with injury	8/9/2024	240809-CFA00820	00:09:26	275 CROSSROADS BLVD		2
EMS call, excluding vehicle accident with injury	8/8/2024	240808-CFA00814	00:04:28	3850 RIO RD		3
EMS call, excluding vehicle accident with injury	8/3/2024	240803-CFA00794	00:05:04	2487 BAY VIEW AVE		3
EMS call, excluding vehicle accident with injury	8/2/2024	240802-CFA00788	00:06:20	26433 RIVERSIDE WAY		3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
CYPRESS cont.						
EMS call, excluding vehicle accident with injury	8/25/2024	240825-CFA00922	00:06:33	3720 THE BARNYARD		3
EMS call, excluding vehicle accident with injury	8/22/2024	240822-CFA00899	00:06:08	26536 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	8/9/2024	240809-CFA00822	00:06:52	3775 RIO RD		3
EMS call, excluding vehicle accident with injury	8/9/2024	240809-CFA00819	00:06:48	6 CROSSROADS MALL		3
EMS call, excluding vehicle accident with injury	8/8/2024	240808-CFA00815	00:04:55	26521 WILLOW PL		3
EMS call, excluding vehicle accident with injury	8/5/2024	240805-CFA00799	00:08:54	5315 CARMEL VALLEY RD		3
EMS call, excluding vehicle accident with injury	8/2/2024	240802-CFA00791	00:08:57	5315 CARMEL VALLEY RD		3
EMS call, excluding vehicle accident with injury	8/26/2024	240826-CFA00926	00:06:21	555 CARMEL RANCHO SHOPPING CENTER		3
EMS call, excluding vehicle accident with injury	8/20/2024	240820-CFA00885	00:05:56	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	8/18/2024	240818-CFA00873	00:05:32	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	8/18/2024	240818-CFA00871	00:05:16	6 CROSSROADS MALL		3
EMS call, excluding vehicle accident with injury	8/15/2024	240815-CFA00846	00:07:52	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	8/14/2024	240814-CFA00841	00:05:50	126 CLOCK TOWER PL		3
EMS call, excluding vehicle accident with injury	8/14/2024	240814-CFA00838	00:07:04	2713 15TH AVE		3
EMS call, excluding vehicle accident with injury	8/11/2024	240811-CFA00830	00:06:52	25740 CARMEL KNOLLS DR		3
EMS call, excluding vehicle accident with injury	8/10/2024	240810-CFA00827	00:04:37	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	8/9/2024	240809-CFA00816	00:06:06	3665 RIO RD		3
EMS call, excluding vehicle accident with injury	8/8/2024	240808-CFA00812	00:05:43	3775 RIO RD		3
EMS call, excluding vehicle accident with injury	8/6/2024	240806-CFA00805	00:05:12	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	8/7/2024	240807-CFA00810	00:05:54	3600 HIGH MEADOW DR		3
Motor vehicle accident with injuries	8/29/2024	240829-CFA00941	00:05:00	CARMEL VALLEY RD	CARMEL KNOLLS DR	3
Motor vehicle accident with injuries	8/19/2024	240819-CFA00877	00:05:52	RIO RD	HWY 1	3
Motor vehicle accident with injuries	8/14/2024	240814-CFA00843	00:04:35	CARPENTER ST	SERRA AVE	3
Motor vehicle accident with injuries	8/5/2024	240805-CFA00797	00:05:25	HWY 1	RIO RD	3
Motor vehicle accident with no injuries.	8/31/2024	240830-CFA00948	00:06:07	HWY 1	FLANDERS DR	3
Motor vehicle accident with no injuries.	8/18/2024	240818-CFA00872	00:03:50	3600 OCEAN AVE		3
Swimming/recreational water areas rescue	8/25/2024	240825-CFA00920	00:07:24	2729 CALLE LA CRUZ		3
Hazardous condition, other	8/1/2024	240801-CFA00780	00:04:18	MORSE DR	FLANDERS DR	3
		46	0:06:12			
MONTEREY						
EMS call, excluding vehicle accident with injury	8/27/2024	240827-CFA00930	00:18:52	2 UPPER RAGSDALE DR		2
EMS call, excluding vehicle accident with injury	8/21/2024	240821-CFA00892	00:10:13	200 IRIS CANYON RD		3
EMS call, excluding vehicle accident with injury	8/28/2024	240828-CFA00937	00:09:45	143 CARMELITO AVE		3
EMS call, excluding vehicle accident with injury	8/9/2024	240809-CFA00818	00:10:18	1110 CASS ST		2
EMS call, excluding vehicle accident with injury	8/6/2024	240806-CFA00807	00:14:00	1178 3RD STREET		3
Motor vehicle accident with no injuries.	8/31/2024	240831-CFA00949	00:07:14	HWY 1	MUNRAS AVE NB OFF RAMP	3
		6	0:11:44			
PACIFIC GROVE						
EMS call, excluding vehicle accident with injury	8/30/2024	240830-CFA00947	00:10:43	1227 LAWTON AVE		3
EMS call, excluding vehicle accident with injury	8/29/2024	240829-CFA00942	00:10:55	850 CONGRESS AVE		3
EMS call, excluding vehicle accident with injury	8/26/2024	240826-CFA00923	00:13:23	310 5TH ST		2

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
PACIFIC GROVE cont.						
EMS call, excluding vehicle accident with injury	8/21/2024	240821-CFA00895	00:14:24	651 SINEX AVE		2
EMS call, excluding vehicle accident with injury	8/21/2024	240821-CFA00891	00:10:39	840 CONGRESS AVE		3
5			0:12:01			
PEBBLE BEACH						
EMS call, excluding vehicle accident with injury	8/27/2024	240827-CFA00929	00:07:36	1500 CYPRESS DR		3
EMS call, excluding vehicle accident with injury	8/27/2024	240827-CFA00928	00:12:08	1469 ALVA LN		2
EMS call, excluding vehicle accident with injury	8/24/2024	240824-CFA00917	00:14:08	2700 SEVENTEEN MILE DR		2
EMS call, excluding vehicle accident with injury	8/24/2024	240824-CFA00914	00:12:15	3041 CORMORANT RD		3
EMS call, excluding vehicle accident with injury	8/24/2024	240824-CFA00912	00:07:06	4153 CREST RD		3
EMS call, excluding vehicle accident with injury	8/17/2024	240817-CFA00864	00:07:57	3211 PALMERO WAY		3
EMS call, excluding vehicle accident with injury	8/15/2024	240815-CFA00849	00:09:25	1500 CYPRESS DR		3
EMS call, excluding vehicle accident with injury	8/10/2024	240810-CFA00826	00:07:00	1500 CYPRESS DRIVE		3
EMS call, excluding vehicle accident with injury	8/1/2024	240801-CFA00779	00:10:29	1223 PORTOLA RD		3
EMS call, excluding vehicle accident with injury	8/19/2024	240819-CFA00881	00:12:32	1087 MARINERS WAY		3
EMS call, excluding vehicle accident with injury	8/18/2024	240818-CFA00875	00:07:44	1500 CYPRESS DR		3
EMS call, excluding vehicle accident with injury	8/15/2024	240815-CFA00851	00:13:50	1567 GRIFFIN RD		2
Assist invalid	8/16/2024	240816-CFA00854	00:10:42	3202 DEL CIERVO RD		3
13			0:10:13			
					Code 2 Calls	10
					Code 3 Calls	72
					Total # of Incidents	82
					Total Average Response Time	0:11:40



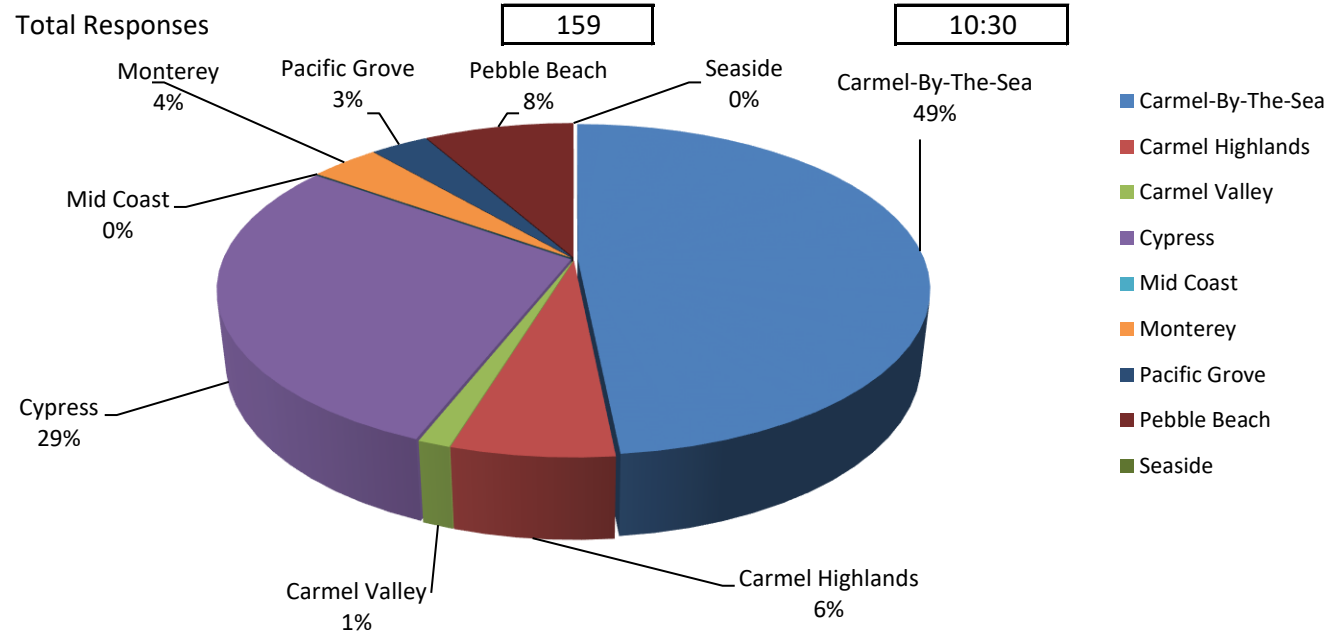
CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT

AUGUST 2024

Response Summary Report by District Type



<u>District Response</u>	<u>Number</u>	<u>Average Response Time</u>
Carmel-By-The-Sea	77	3:31
Carmel Highlands	10	11:08
Carmel Valley	2	18:42
Cypress	46	6:12
Mid Coast	0	0:00
Monterey	6	11:44
Pacific Grove	5	12:01
Pebble Beach	13	10:13
Seaside	0	0:00



Total Code 3 Calls:	71
CFA Response Times for Code 3	
Calls ≤ 5 minutes:	90%

City Clerk PRA Request Log
August 2024

Request No.	Date Requested	10-day response date	14-day extension due date	Records Requested	Requestor	Date Completed	Notes
2024-83	8/7/2024	8/19/2024		We are requesting copies of your current property and casualty insurance policies including premium, or a summary document that includes coverage, carrier, limits, deductibles and premium.	Michael Rost, Allium Data	8/22/2024	records sent 8/22/2024
2024-84	8/14/2024	8/26/2024		5 Sand and Sea, Carmel / APN: 010-321-025. I am looking for all of the planning and building permit history for the above noted property.	Hansen Reed, Walker & Reed PC	8/30/2024	first set of records sent 8/16/2024, second set of records sent 8/23/2024, and last set sent on 8/30/2024
2024-85	8/16/2024	8/26/2024		Property Address: 4th and San Carlos Street, Carmel, CA 93921. Parcel Number: 010-136-021-000. I am requesting: 1. Variances, Special Exceptions, Zoning Reliefs/Waivers, or Conditional/ Special Use Permits. 2. Approved Site Plan and/or conditions of approval for building height, setbacks, parking, density, uses, and lot size. 3. Current open/active zoning or building code violations on file. Please provide inspection reports and Notice(s) of Violation. 4. Certificates of Occupancy (COs) or Temporary Certificate(s) of Occupancy (if applicable?)	Emma Jarahian	8/23/2024	notified the requester that the Planning Department has received the request for a Zoning Report and will respond with the records when they are ready.
2024-86	8/16/2024	8/26/2024		Copies of all Signature Status checks for nominees for CBTS for 2024 election	Parker Logan (Candidate)	8/19/2024	records sent to all Candidates

Request No.	Date Requested	10-day response date	14-day extension due date	Records Requested	Requestor	Date Completed	Notes
2024-87	8/23/2024	9/3/2024		electronic copies of all invoices received by Carmel-By-The-Sea for tree services between January 1, 2024, and August 16, 2024.	Jane Haines	8/30/2024	records sent
2024-88	8/23/2024	9/3/2024		Code compliance report, case number # 24101 On Parcel APN # 010155004000 Building application request # 240314	Caroline Stepovich	9/6/2024	records sent
2024-89	8/29/2024	9/9/2024		Copy of Resolution on wine tasting policy, Reso #2015-020, and the use-case permit for The Annex on 7th and Dolores	Lance Anderson	9/19/2024	sent the Resolution on 8/29/24; sent the restaurants use permit documents on 9-19-24
2024-90	8/26/2024	9/5/2024		Requesting building permit summary for: NW CORNER DOLORES AND 7TH, Carmel-By-The-Sea, CA 93921 APN: 010-147-007	Cary Geare	9/6/2024	all records are in GIS. Sent link to GIS property files.
2024-91	8/30/2024	9/10/2024	9/23/2024	All communications re: the applicability and scope, including exemptions, of CEQA to/from, Council members, Commissioners, staff, regarding these projects/topics: Hofsas House/Legacy Hotel, Ulrika Plaza (the Pit), the current updated UFMP, and the current Housing Element, from January 1, 2022 to the present.	Parker Logan (Candidate)		In progress. sent email to request extension to 9-23 due to the large volume of emails to go through.

Police Records Request Log
August 2024

Request No.	Date Received	10-Day Response Date	Requestor	Info Requested	Status	Date Completed
2024-01	8/1/2024	8/11/2024	Lexis Nexis	Accident Report	No Record	8/1/24 DA
2024-02	8/1/2024	8/11/2024	Lexis Nexis	9730	Not our case	8/1/2024
2024-03	08/05/24 MW	8/15/2024	NPS KELLEN JONES	CQ2400327	Email to NPS Investigation	8/5/2024
2024-04	08/12/24 mw	8/22/2024	makkabi law group	CA2400371, 911, CAD	mailed by DA	9/13/2024
2024-05	08/12/2024 mw	8/22/2024	The Freel Agency PI	CG2400132/Fallows	Denied-Under Investigation w/DA	emailed requestor
2024-06	08/12/2024 mw	8/22/2024	Jose Mendoza Hernandez	CA2400375		
2024-07	08/16/2024 RT	8/30/2024	Lexis Nexis	CA 2400374	completed	mailed by DA
2024-08	08/16/2024 RT	8/30/2024	Lexis Nexis	CA 2400212	completed	mailed by DA
2024-09	08/16/2024 RT	8/30/2024	Lexis Nexis	CA 2400369	completed	mailed by DA
2024-10	08/16/2024 RT	8/30/2024	Lexis Nexis	CA 2400359	completed	mailed by DA
2024-11	08/20/24 mw	8/30/2024	Luke Meyers	CG2400316	mailed	08/20/24 mw
2024-0012	08/20/24 mw	8/30/2024	OSHA /Frank	CG2400125/Photos	emailed	08/20/24 mw
2024-0013	08/08/24 jk	8/18/2024	Lexis Nexis	CA2400252	cpmpleted	mailed by DA
2024-0014	8/9/2024	8/19/2024	Fermin Sanchez	CG2400191	Completed	mailed by DA
2024-0015	8/12/2024	8/22/2024	Jose Mendoza Hernandez	CA2400375	Completed	
2024-0016	8/21/2024 RT	9/4/2024	Sonia Avila / DMV	CQ2400336	Completed	Emailed 8/21/2024 RT
2024-0017	8/21/2024 RT	9/4/2024	Lexis Nexis	CA2400382	Report on submit	Mailed by RT
2024-0018	8/28/24 DA	9/8/2024	Leona Williams	CA2400375	Completed	mailed by DA
2024-0019	8/8/24 DA	8/18/2024	Lexis Nexis	Accident Report	completed	mailed by DA
2024-0020	8/30/2024	9/9/2024	Rich Pepe	CG2400418/CG2400411	denied	
2024-0021	8/29/2024	9/9/2024	Jesse Gonzales	CG2400256	completed	released at front counter



CITY OF CARMEL-BY-THE-SEA

Public Works Department August 2024 Report

September 30, 2024

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert Harary, P.E., Director of Public Works
SUBMITTED ON:	September 6, 2024
APPROVED BY:	Chip Rerig, City Administrator

City Council Meetings of August 6, 2024

- Adopted Resolution 2024-070, authorizing the City Administrator to execute a construction contract with Pro-Ex Construction for hazardous materials remediation and repairs to most windows at Sunset Center's two cottages for a cost, with contingency, of \$168,360.
- Heard testimony from advocates and opponents of pickleball play at the Forest Hill Park tennis courts, and directed the Forest and Beach Commission and staff to develop a policy to balance pickleball and tennis activities with the surrounding residential neighborhood.

Forest and Beach Commission Meeting of August 8, 2024

- Announcements included:
 - A change in title from the "Urban Forest Master Plan" to "Carmel Forest Master Plan"
 - Update on the status of the Carmel Forest Master Plan, including receiving a revised draft from the consultant by mid-September, followed by initial reviews by the Forest and Beach Commission and Steering Committee, a third public meeting, and potential joint session with the City Council
- Consultants with Denise Duffy and Associates presented the report for the North Dunes Habitat Restoration Project for Fiscal Years (FY) 2021/22 through 2023/24.
- The City Forester presented the Forester's Report for July 2024, which noted: a) a 97.6% budget utilization rate for tree services in FY 2023/24, and b) executed new Change Orders to the three on-call tree services contractors, awarding \$333,000 to each for FY 2024/25.
- The Acting Public Works Director presented the Public Works Report for July 2024.

Traffic Safety Committee Meeting of August 28, 2024

- Police Chief Tomasi reviewed the state's "Daylighting" Assembly Bill AB 413 requirements, and introduced a flexible implementation plan to modify parking spaces in the downtown area to comply with AB 413 while minimizing impacts to parking. Public comments and Committee members enthusiastically endorsed the proposed plan and recommended conducting a public meeting in September followed by introduction of an Ordinance to the City Council in October.
- Second review of a request for a No Parking post on Dolores Street near the Stevenson School south driveway is dependent on contacting with neighbors and school officials.
- Second review of a request for directional sign around a tree which forms a small roundabout, offset from a skew intersection at Mountain View Avenue and Guadalupe Street. Due to no reported accident data at the site over the past 20 years, the Committee recommended no change to signage or pavement markings at this time.
- Initial review of a request for a Stop sign and/or No Parking posts at the intersection of Torres Street and Sixth Avenue. Committee directed Public Works to relocate the existing Stop sign for westbound Sixth Avenue closer to the intersection, restripe the stop bar and legend for eastbound Sixth Avenue to

be closer to the intersection, and remove the first two diagonal parking space(s) on Torrey at the southwest corner to improve driver visibility.

Administration

- Coordinated with Finance to close out Capital Improvement Program (CIP) projects for FY 2023/24 and carry-over remaining balances for incomplete projects as per the Council-adopted CIP Budget for FY 2024/25.
- Finance and Public Works issued dozens of Purchase Orders for both ongoing Public Works operating budget expenditures and CIP project consultants and contractors for FY 2024/25.
- Supported the Library by responding to technical questions asked by potential proposers to the Harrison Memorial Library Renovation Project's Architectural Services Request for Proposals (RFP) and attended the pre-proposal meeting.
- Reviewed applications for the new Project Manager position and set up an interview panel.
- Public Works enjoyed the City-sponsored Employee Appreciation Lunch at Forest Hill Park.

Carmel Cares, Friends of Mission Trail Nature Preserve, and Other Volunteer Groups

- Carmel Cares completed landscaping modifications at the Vista Lobos Park, partially funded by a \$3,000 City discretionary grant.
- Completed final adjustments for the Ocean Avenue Medians landscaping renovation project.
- Carmel Cares' contractors are over 60% complete with installation of the Scenic Pathway Hardscape Project which includes barrier rail replacement/extension, pathway widening, and installation of landscape borders, a project which is joint-funded with the City.

Environmental Programs

- Working with consultants at EMC Planning Group, completed the Community Engagement Plan for the Coastal Engineering, Phase II Project and submitted the Plan to the California Coastal Commission.
- Started gathering data to include in the upcoming annual Stormwater Quality Report which must be submitted to the Water Quality Control Board in October.
- Researched requirements to obtain a permit from the National Oceanic and Atmospheric Administration to allow the City to properly bury dead sea mammals that get washed on shore.
- The Environmental Administrative Analyst/Technician position vacancy was posted.
- Public service messages in August included: Seeking 1st Flush Event volunteers, and information about grease control in food establishments as required by the Carmel Area Wastewater District.

Facility Maintenance

- At Sunset Center, investigation of water damaged walls near the main stage revealed a leak in the fire suppression pipeline. An emergency repair involved mold testing, demolition of wet drywall and structural members, removal of a portion of roof for access to the pipe, replacement of pipe and fittings, pressure testing, and patching the walls and roof, all done by different contractors on a time and materials basis. No theater productions had to be canceled during this critical repair.
- A plumbing contractor replaced a broken sump pump for the Park Branch Library basement.
- Repaired a plumbing leak at Devendorf Park restrooms.
- A contractor completed installation of the refurbished front door at Flander's Mansion.
- For the \$15k Norton Court Parking Garage Security Access (CIP) Project, quotes were received, and a Purchase Order was issued to the selected vendor. Parts were ordered, and installation is planned for mid-September.

Project Management for the Capital Improvement Program

4 Leaf Projects:

- For the Police Building Project, Indigo/Hammond+Playle Architects are proceeding with the schematic design concept to rehabilitate and expand the existing building on-site to accommodate programmatic functional needs of a contemporary police department. In support of this effort, the Project Team:
 - Reviewed an updated schedule submitted by Indigo

- Provided existing survey information and approved site surveying services Attachment 4
- Requested additional quotes for geotechnical services to trim costs
- Reviewed schematic space needs for various police offices and functional areas with Indigo
- Obtained clarification regarding Public Works office and field operations space needs relative to potentially staying on the existing site after full build out

Ausonio, Inc. Projects:

- For the City Hall Roof Replacement Project, a preconstruction meeting was held with California Constructors, technical submittals were approved, and construction began in late August. During removal of most of the 40-year old shingles, some dry rot and termite damage was found in the roof plywood, as anticipated, and promptly repaired.
- For the Sunset Center Cottage Window Repairs Project, following Council's award of the \$168,360 contract to Pro-Ex Construction, documents were received and the contract was executed. Technical submittals and a preconstruction meeting are planned for September.
- For the San Antonio Pathway Repair Project, Second to Fourth Avenues, the pre-bid site tour was conducted, an addendum was issued in response to bidder questions, and three bids were received at the public Bid Opening held on August 29th. Pending bid evaluation, the low bid of \$437,000 is below the available budget and is scheduled to be awarded by the City Council at their October meeting.
- For the Sunset Center Retaining Walls Repair Project, building-permit readiness review comments from the Building Official revealed that four minor ADA upgrades need to be incorporated into the project, or concurrently performed by others. Further, coordination is underway for repairs on two walls at the north end of the north parking lot with electrical panel relocations and a new transformer planned as part of the separate Sunset Center North Lot Electrical Panel Upgrade Project. Bidding is anticipated later this Fall.

Wallace Group Projects:

- Amendment No. 2 to the Professional Services Agreement was prepared with Wallace Group to: a) incorporate other paving project components into the FY 2023/2024 City-wide Paving Project, such that it forms the FY 2024/25 Conglomerate Paving Project as approved by the City Council under the FY 2024/25 CIP with a budget of \$2.8M, and b) add a new task for map checking and related services by a licensed land surveyor on an on-call, as-needed basis. A staff report and resolution were prepared for Council approval at their September meeting.
- For the Shoreline Infrastructure Repair Project, which was combined with Reconstruction of the Fourth Avenue Outfall Wall Project, the selection committee evaluated three proposals received in response to the City's RFP seeking coastal engineering and environmental firms to design and acquire environmental permitting for the repair of two structurally-damaged beach access stairs, and assess, prioritize, and provide cost estimates for all other shoreline infrastructure identified in the Coastal Engineering Study, Phase 1 Condition Assessment Report. The best qualified consultant was selected, and their fee envelope was opened; however, staff is evaluating options to reduce the fee prior to negotiating with the selected firm.

Additional Capital Improvement Projects:

- For Cal Am Water's Dolores Water Main Replacement Project, the new water main, service laterals, meters, and fire hydrants were installed, and the trenches were backfilled. During pressure testing and connections, the City and Cal Am issued a colored-water advisory until the system could be flushed out. Paving is scheduled in September.
- For the MTNP 3 Drainage Projects, which includes drainage piping near the Rio Road entrance, an 85-foot boardwalk over a bog, and reconstruction of a large swale, 19 dusky footed woodrat nests were found within the California Department of Fish and Wildlife's (CDFW) permit setback restriction to construction areas, temporarily halting the start of construction. Working with Dudek, our environmental consultant, the CDFW approved our request to reduce the setback to 10 feet allowing construction to proceed. Construction to begin in early September.
- For the four City-wide Drainage Improvements Project, the project was advertised for construction bids, a pre-bid meeting was held, an addendum was issued to answer bidder questions, and the Public Bid Opening is set for September 5th.

Street Maintenance

Attachment 4

- Car Week preparations and support activities during the week included: installation of green netting fencing along the Ocean Avenue median islands, placing vehicle barriers and speed bumps, setting up No Parking signs and barricades, supporting the Police and Community Activities Departments with traffic control and other logistics needs, providing additional trash bins, and additional staffing.
- Replaced a bollard at the WWI Memorial Arch which was knocked over by a bus.
- Replaced cracked, rolled concrete curb and gutter at Mission Street and Fourth Avenue.
- Continued making priority sidewalk repairs and miscellaneous fencing repairs.
- Began hauling wood chips from the stockpile at the Rio Park site and spreading the chips along the main trails in the Mission Trails Nature Preserve.
- Obtained quotes for a new 5-yard Public Works Dump Truck via a local government procurement agency, and prepared a staff report and resolution for Council approval of a \$135,825 Purchase Order at their September meeting. The City's expired 1995 dump truck was sold for salvage value for \$3,550 at a public auction.

Forestry, Parks, and Beach

Carmel Forest Master Plan:

- The City Forester and Administrative Analyst met with Davey Resource Group to get a first look at the second draft of the Forest Master Plan which is scheduled to be submitted to the City during the week of September 9th.
- Official name of the document was changed to "Carmel Forest Master Plan" to eliminate any confusion around the term "Urban".

Contractors:

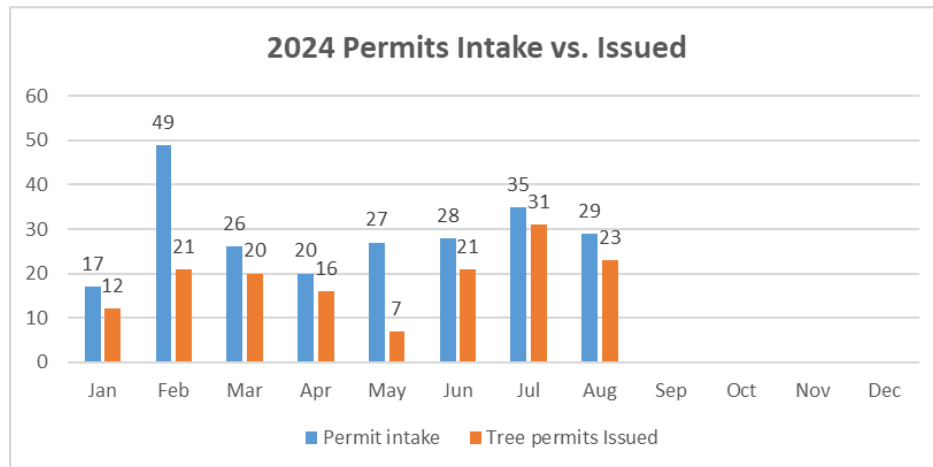
- Tree Contractor West Coast Arborists was issued a task order for grinding 40 stumps. The contractor will prepare the sites after stump removal and plant native trees provided by the Forestry staff. Tree species include Monterey Pine, Coast Live Oak, Catalina Ironwood, Big Leaf Maple, and California Sycamore.
- Tree Contractor Community Tree Service (CTS) was issued a task order for the removal of 9 dead or dangerous trees plus 15 high stumps/stems. The stumps will be ground, and replanting will occur in the same location that the trees and stems were removed.
- Of the 24 trees given to CTS, 15 are high stump/stem "totem poles" either removed for PG&E electrical service reliability or formerly housing utility lines.
- Tree Contractor Tope's Tree Service was issued a task order for clearance pruning to allow access for equipment required for the Mission Trail Nature Preserve 3 Drainage Project.
- As work is completed, task orders will continue to be issued to all three contractors in an effort to catch up with removals of poor, very poor, and dead trees identified in the City's tree inventory survey.
- Issued task orders to the City's landscape contractor, Town & Country, for additional routine maintenance including beach cleanups along the bluffs and the entire length of the beach.
- Tasked Town & Country to modify irrigation components along the Scenic Pathway near Thirteenth Avenue due to installation of the new redwood Barrier Railings.

City Crews:

- In August, Forestry crews planted 19 new trees, pruned 31 trees, removed 16 dead, dangerous, or small overgrown trees impinging on the right of way, removed 5 stumps, and picked up 6 piles of logs and brush.
- Crews assisted in the ongoing maintenance of Mission Trail Nature Preserve by removing brush piles cut by the Friends of MTNP during trail maintenance.
- Crew replaced two swings at the lower Forest Hill Park playground.
- Crew cleared branches away from the City Hall roof in preparation for the Roof Replacement Project.

Permit Information

2024 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	17	12	1	4	8	6	2	5	1	0	2	6
February	49	21	4	6	21	11	10	3	3	0	0	6
March	26	20	3	5	27	14	13	4	7	0	0	11
April	20	16	3	3	15	8	7	5	5	0	0	10
May	27	7	4	3	8	5	3	2	1	0	0	3
June	28	21	8	17	21	5	16	4	5	2	11	9
July	35	31	9	5	16	8	8	11	15	0	1	26
August	29	23	6	13	13	8	5	7	9	0	1	16
September												
October												
November												
December												
2024 Totals	231	151	38	56	129	65	64	41	46	2	15	87

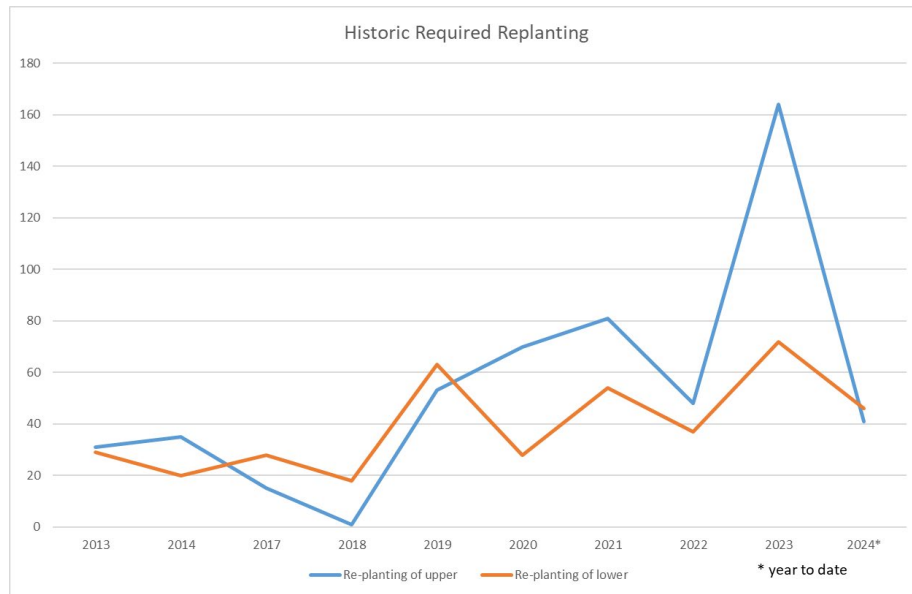


Historic permitted removals and required planting		
	Re-planting of upper	Re-planting of lower
2013	31	29
2014	35	20
2017	15	28
2018	1	18
2019	53	63
2020	70	28
2021	81	54
2022	48	37
2023	164	72
2024*	41	46
*year to date		

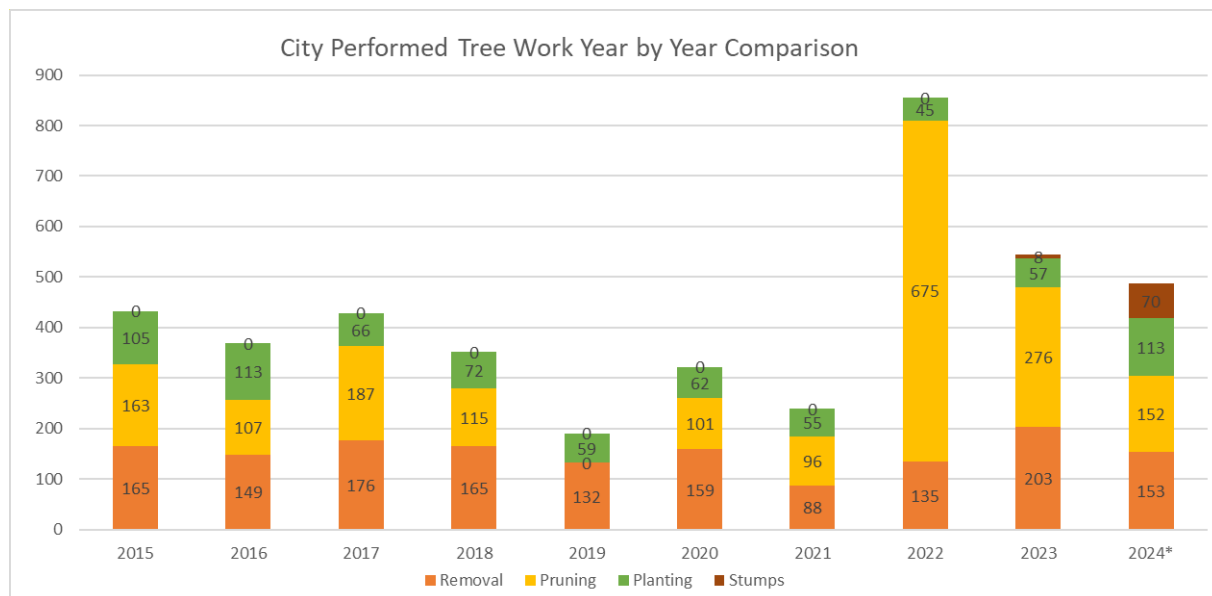
Historic permitted removals and required planting

Attachment 4

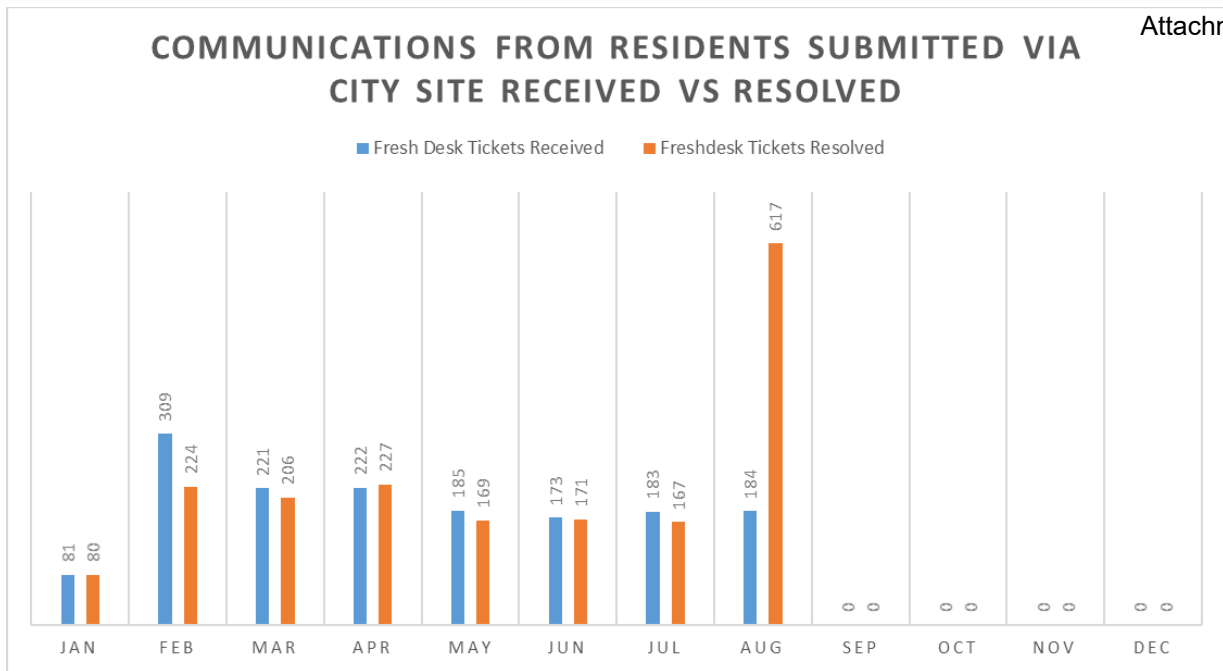
Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023	324	211	113	223	164	72	68.83%	336
2024	129	65	64	87	41	46	67.44%	231



City Forestry, Parks, and Beach Activities



*Year to date – Includes work performed by City crews and City tree contractors.



*Numbers 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. (The spike in resolutions in August was partly due to large ticket cleanup projects undertaken by Forestry support staff.)



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

September 30, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Jane Hogan, Accountant

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: August 2024 Check Register Summary

RECOMMENDATION:

Approve the check register for August 2024.

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.

As a supplement to the check register, staff have included information about the contract balances for vendors who received payments during the month of August 2024. This data can be found on the last page of the report.

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 August 2024, totals \$2,220,629.76.

PRIOR CITY COUNCIL ACTION:

Council ratified the July 2024 check register at the September 9, 2024 special council meeting.

ATTACHMENTS:

Attachment 1) August 2024 Check Register

August 2024 Check Register

Attachment 1

Check No	Vendor/Employee	Transaction Description	Date	Amount
Department: 000 _____				
54041	County of Monterey-Treasury Division	Citations July 2024	08/09/2024	6,162.50
54148	See Monterey	TID May-Jun 2024	08/23/2024	112,183.33
54151	Visit Carmel	CHID May-Jun 2024	08/23/2024	378,642.26
Total for Department: 000 _____				496,988.09
Department: 110 City Council				
54031	Community Emergency Response Volunteers	Community Promotions Grant FY24-25	08/06/2024	3,000.00
54035	Association of Monterey Bay Area Governments	FY 2024-25 Member Jurisdiction dues per AMBAG BOD	08/09/2024	3,838.50
54106	Peninsula Messenger LLC	Mail service sorting and delivery	08/15/2024	14,696.00
54174	Monterey County Film Commission	Community Promotions Grant FY 2024-25	08/29/2024	3,000.00
Total for Department: 110 City Council				24,534.50
Department: 111 City Administration				
54011	NHA Advisors	FY23-24 Pension Consulting:Bond arbitrage	08/02/2024	2,350.00
54037	Bridge IT Consulting	I year renewal HYCU per quote	08/09/2024	1,935.36
54044	General Code	Municipal Code updates:Web, paper and electronic	08/09/2024	672.15
54052	Office Depot, Inc.	Office supplies Admin	08/09/2024	16.38
54063	Tech Ing Grp	Arctic Wolf Managed Detention and Response Retainer	08/09/2024	1,573.58
54064	T-Mobile	Monthly cell service, usage and purchases	08/09/2024	1,028.44
54069	US Bank	B Swanson lodging - League of CA Cities Annual Conference	08/09/2024	1,094.13
54069	US Bank	C Rerig lodging - League of CA Cities Annual Conference	08/09/2024	1,094.13
54069	US Bank	Airfare for B Swanson and C Rerig - League of CA Cities Annual Conference	08/09/2024	521.88
54069	US Bank	B Swanson registration - League of CA Cities Annual Conference	08/09/2024	650.00
54069	US Bank	Simpletexting	08/09/2024	279.32
54071	Verizon Wireless	Cell phone sales and usage	08/09/2024	3,835.96
54075	Carmel Pine Cone	Legal noticing	08/13/2024	846.00
54078	Digital Deployment	Website support agreement:Maint, training, security and updates	08/13/2024	700.00
54085	Rotary Club/Peter J Tansill, CPA	Membership Chip Rerig/Brandon Swanson FY 2024-25	08/13/2024	2,780.00
54091	Alhambra	Water service-City Hall	08/15/2024	214.84
54092	AT&T	Telephone service citywide	08/15/2024	1,046.42
54098	Comcast Business	NonNGEN internet and recurring charges	08/15/2024	644.40
54099	Copies By-The-Sea	Agenda printing services	08/15/2024	807.69
54105	Office Depot, Inc.	Office supplies Admin	08/15/2024	178.29
54109	Ralph Anderson & Associates	Recruitment services	08/15/2024	7,800.00
54116	US Bank	IT Training exp	08/15/2024	1,647.58
54116	US Bank	NYT and SlideAI subscription	08/15/2024	30.00
54116	US Bank	HR Subscription - MetroFax	08/15/2024	11.95
54116	US Bank	IT Subscriptions - Constant Contact and Freshworks	08/15/2024	313.00
54116	US Bank	IT Subscriptions - Zoom, Freshworks, Junction Networks, Microsoft	08/15/2024	3,332.65
54116	US Bank	IT Lunch meeting	08/15/2024	209.80
54130	Amazon Capitol Services	IT Supplies and Equipment	08/23/2024	521.62
54132	AT&T	Telephone service Citywide	08/23/2024	1,018.67
54135	Carmel Pine Cone	Legal noticing	08/23/2024	345.00
54136	Chavan and Associates, LLC	Financial auditing services	08/23/2024	14,600.00
54137	City of Foster City	Calopps Recruitment services	08/23/2024	567.00
54142	MRC	Xerox copier usage citywide	08/23/2024	630.18
54143	Office Depot, Inc.	Office supplies Admin	08/23/2024	73.09
54145	Pitney Bowes Global Fin S	Postage meter lease	08/23/2024	836.55
54152	Xerox Financial Services	Xerox copier leases citywide	08/23/2024	1,452.53
54155	Amazon Capitol Services	IT Supplies and Equipment	08/29/2024	30.58
54160	City Clerks Assoc of California	Training 8/22/24 N Romero	08/29/2024	95.00
54161	Comcast	City Hall cable service	08/29/2024	560.99
54167	FedEx	Shipping fees-Business office	08/29/2024	23.64
54187	US Bank	APA Membership C Rerig	08/29/2024	748.00
Total for Department: 111 City Administration				57,116.80
Department: 112 City Attorney				
54149	Sloan Sakai Yeung & Wong	Legal services	08/23/2024	2,830.62
54157	Burke,Williams & Sorensen, LLP	City Attorney services	08/29/2024	85,512.25
Total for Department: 112 City Attorney				88,342.87
Department: 116 Police				

54032	101 Trailer	1 Wills Cargo Trailer CERV Donation purchase	08/09/2024	6,088.73
54034	Alhambra	Water service-Police Dept	08/09/2024	215.51
54040	Comcast	Cable service PD	08/09/2024	447.91
54042	Department of Justice/Accounting Office	PD:Fingerprinting services	08/09/2024	32.00
54046	Michael Bruno	Training Michael Bruno: SLI Session 5	08/09/2024	975.57
54052	Office Depot, Inc.	PD Office supplies	08/09/2024	101.77
54060	Sirchie Acquisitions Co LLC-Dept #6481	PD Evidence and fingerprinting supplies	08/09/2024	74.61
54061	T2 Systems Canada Inc.	Acct credit: PYMNT0133943 per Chris Williams	08/09/2024	0.99
54062	T2 Systems, Inc	Citation collection services/Lookup services	08/09/2024	187.64
54065	Tracnet Corporation	Annual maintenance MSP	08/09/2024	23,107.50
54070	Valley Trophies and Detectors	Promotional custom mugs PD	08/09/2024	755.96
54072	Wayside Garage	Repairs 19 Dodge Lic 1576662	08/09/2024	1,958.02
54086	US Bank	VIP Jackets	08/13/2024	412.13
54086	US Bank	Floral arrangements for condolences	08/13/2024	213.02
54086	US Bank	VIP Award Ceremony luncheon	08/13/2024	310.97
54086	US Bank	Shipping	08/13/2024	13.46
54086	US Bank	Laptop for patrol vehicle	08/13/2024	859.13
54086	US Bank	Vehicle Decal - F150	08/13/2024	927.00
54086	US Bank	Department training - Carmel Belle and CrossRoad BBQ	08/13/2024	225.41
54087	Wayside Garage	Auto repairs PD	08/13/2024	1,993.98
54088	Wellspring Info	Office supplies - Wall charts	08/13/2024	2,457.00
54113	T2 Systems Canada Inc.	PD Pay Station management and Tech Support 8/31/2024-8/31/25	08/15/2024	500.00
54153	10-8 Uniforms LLC	Uniform and miscellaneous clothing/insignia items PD	08/29/2024	422.80
54154	Alhambra	Water service-Police Dept	08/29/2024	166.86
54162	Community Hospital of the Monterey Peninsula	PD Testing services	08/29/2024	27.00
54164	Department of Justice/Accounting Office	PD:Fingerprinting services	08/29/2024	356.00
54166	Elissa Higgins	Training Expenses 9/4/24-9/7/24 Women Leaders in Law Enforcement	08/29/2024	176.00
54172	Michael Bruno	Training expenses 8/18-8/21/24	08/29/2024	1,034.03
54177	Paul Tomasi	Refreshments/meals for volunteers during Car Week August 2024	08/29/2024	164.81
54181	Same Day Shred	PD-Document shredding services	08/29/2024	60.00
54183	Swift Car Wash	Car washes Police Dept	08/29/2024	160.00
54184	Tracnet Corporation	Annual maintenance MSP	08/29/2024	2,971.34
54185	Transunion Risk & Alterna	PD: Monthly fee for information services	08/29/2024	75.00
54186	Uretsky Security	Professional services: Background investigations for PD	08/29/2024	2,212.45
54187	US Bank	Uniform Patches	08/29/2024	1,199.36
54187	US Bank	Training luncheon - Papa Chevos	08/29/2024	124.80
54187	US Bank	Car Wash - El Estero	08/29/2024	48.45
54187	US Bank	Vehicle Decal	08/29/2024	721.00
54187	US Bank	Lunch interview	08/29/2024	48.53
54187	US Bank	Waiting Room chair	08/29/2024	152.94
54187	US Bank	Uniform Patches	08/29/2024	90.46
54188	Wayside Garage	Auto repairs PD	08/29/2024	5,523.33
#####	De Lage Landen Financial	Printer lease PD	08/29/2024	646.80

Total for Department: 116 Police	58,240.27
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Department: 117 Fire

54033	Alert-All Corp	Fire Dept:Community promotion items	08/09/2024	324.48
54047	Mission Linen Service	Fire Dept laundry service	08/09/2024	273.88
54073	Alhambra	Water service-Fire Dept	08/13/2024	158.38
54074	American Supply Company	Fire Dept janitorial supplies	08/13/2024	287.05
54080	Mission Linen Service	Fire Dept laundry service	08/13/2024	156.90
54173	Mission Linen Service	Fire Dept laundry service	08/29/2024	430.71

Total for Department: 117 Fire	1,631.40
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Department: 118 Ambulance

54036	Bound Tree Medical LLC	Medical supplies	08/09/2024	245.34
54054	Peninsula Welding & Medical Supply, inc.	Ambulance Dept-Oxygen/hazardous materials transport service	08/09/2024	90.30
54077	City Of Monterey	Ambulance overtime reimbursement for staffing by Monterey Fire	08/13/2024	10,986.08
54082	Peninsula Welding & Medical Supply, inc.	Ambulance Dept-Oxygen/hazardous materials transport service	08/13/2024	34.81
54156	Bound Tree Medical LLC	Medical supplies	08/29/2024	2,627.28
54158	CENCAL EMS Training,LLC	PHTLS PH-24-14799-17 Isaac Eckels cert	08/29/2024	250.00
54163	De Lage Landen Financial	Printer lease PD	08/29/2024	232.71
54169	Golden State Truck & Trailer	Ambulance repairs Ford F450 Lic 1344777	08/29/2024	12,401.36
54178	Peninsula Welding & Medical Supply, inc.	Ambulance Dept-Oxygen/hazardous materials transport service	08/29/2024	90.72
#####	De Lage Landen Financial	Printer lease AMB	08/29/2024	359.05

Total for Department: 118 Ambulance	27,317.65
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Department: 119 Public Works

54003	Ailing House Pest Control	FM Pest control services Citywide	08/02/2024	424.00
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54005	Cintas Corporation	Uniform Services	08/02/2024	627.10
54007	Golden State Portables	Portable restroom rentals	08/02/2024	3,730.55
54008	Granite Rock Company	Street Supplies	08/02/2024	3,569.35
54009	David Sollid Marina Backflow Company	FM Backflow services	08/02/2024	75.00
54010	Napa Auto Parts	PW vehicle supplies	08/02/2024	125.51
54014	Pureserve Building Service	FM Janitorial services Citywide	08/02/2024	22,428.86
54015	Rental Depot - Monterey	Equipment Rentals	08/02/2024	1,677.00
54016	Robert Half	Temp help in Forestry	08/02/2024	805.86
54017	Scarborough Lumber & Building	Public Works Streets supplies	08/02/2024	143.21
54018	Sherwin-Williams Co.	FM Paint, supplies for City facilities	08/02/2024	78.42
54034	Alhambra	Water for PW	08/09/2024	296.27
54038	Cintas Corporation	Uniform Services	08/09/2024	385.45
54039	Cleve Waters	Work boot reimbursement for FY24/25	08/09/2024	98.43
54043	Drought Resistant Nursery	Forestry Plants and trees	08/09/2024	2,372.23
54045	Granite Rock Company	Street Supplies	08/09/2024	747.18
54048	Monterey County Health Department	APSA Surecharge FA0813557 7/26/24	08/09/2024	26.00
54049	Monterey Regional Waste Management District	23/24 Annual Proportions Share of Costs for CA Senate Bill 1383	08/09/2024	4,743.00
54050	Monterey Tire Service Inc	Tire for unit 10 7/29/24 #1-19578	08/09/2024	201.73
54051	Napa Auto Parts	PW vehicle supplies	08/09/2024	71.06
54053	Overhead Door Co of Salinas	FM Overhead door services	08/09/2024	296.39
54054	Peninsula Welding & Medical Supply, inc.	Welding gas. 6/14/24 #262389	08/09/2024	45.92
54056	Robert Half	Temp help in Forestry	08/09/2024	1,060.50
54057	Scarborough Lumber & Building	Public Works Streets supplies	08/09/2024	113.46
54066	Uline Inc.	Uline	08/09/2024	1,368.24
54067	Underground Service Alert Nor Cal	State fees for USA 7/26/24 #112607USB24	08/09/2024	3,614.78
54068	Universal Staffing Inc	Temporary staffing services	08/09/2024	1,848.83
54069	US Bank	CW- 7/8/24 6191	08/09/2024	1,794.23
54069	US Bank	Portable power station solar powered generator	08/09/2024	760.37
54069	US Bank	Pond maintenance for Dev Park	08/09/2024	108.25
54069	US Bank	Home Depot: water dispenser and key cabinet	08/09/2024	435.90
54089	Ailing House Pest Control	FM Pest control services Citywide	08/15/2024	195.00
54090	Alan Wheat	Ocean Ave. Median work 8/1/24 #2443	08/15/2024	4,999.00
54093	Blue Moon Native Garden	Plants for City sites 6/24/24 #2461	08/15/2024	655.50
54094	California Fire Protection, Inc.	Annual fire inspection, extinguishers	08/15/2024	225.00
54095	Carmel Cares-Dale Byrne, President	7/23/24 #0036	08/15/2024	4,580.00
54096	Cate Electrical Co., Inc.	troubleshoot circuit breaker at CH-7/12/24 #48675	08/15/2024	505.87
54097	Cintas Corporation	Uniform Services	08/15/2024	235.24
54101	Granite Construction Company	Asphalt	08/15/2024	1,108.89
54102	Granite Rock Company	Street Supplies	08/15/2024	105.00
54103	Justin Ono	training- 7/37/24- JO	08/15/2024	25.00
54104	Monterey Bay Air Resources District	Per Capita Assessment Monterey County current fiscal year - 7/30	08/15/2024	1,717.10
54107	Pureserve Building Service	FM Janitorial services Citywide	08/15/2024	22,428.86
54108	R & S Erection of Monterey Bay Inc	Fire Station garage door replacement. #C4647 7/22/24	08/15/2024	4,456.00
54110	Robert Half	Temp help in Forestry	08/15/2024	804.71
54111	Scarborough Lumber & Building	Public Works Streets supplies	08/15/2024	267.72
54112	Signworks Inc	Sand blasted Sign- Red Eagle Trail- 7/1/24 #15500	08/15/2024	1,333.31
54114	Tope's Tree Service Inc.	Tree work in City	08/15/2024	12,220.00
54115	Tree Stuff Lockbox No 639707	Chain Saw Supplies	08/15/2024	2,280.59
54117	Vineyard Rock Products	Boulders for City projects - 6/19/24 #43120	08/15/2024	6,004.63
54118	West Coast Door & Gates	Repair of PW rear gate and contolle code 7/30/24 #2487	08/15/2024	195.00
54128	Ailing House Pest Control	FM Pest control services Citywide	08/23/2024	319.00
54129	Airtec Inc	FM HVAC services	08/23/2024	172.00
54131	American Lock & Key	Locksmith services	08/23/2024	1,422.82
54134	Carmel Cares-Dale Byrne, President	Materials for Ocean Ave. medians 7/22/24 #0033	08/23/2024	3,735.48
54139	David Sollid Marina Backflow Company	FM Backflow services	08/23/2024	675.00
54140	Michael Wood	Boot reimbursement for work boots FY24/25	08/23/2024	322.27
54146	Robert Half	Temp help in Forestry	08/23/2024	762.78
54147	Ross Recreation Equipment, Inc.	Chains for swing at Forest Hill Park 8/8/24 I25944	08/23/2024	845.43
54150	Tree Stuff Lockbox No 639707	Chain Saw Supplies	08/23/2024	632.52
54159	Cintas Corporation	Uniform Services	08/29/2024	184.79
54163	De Lage Landen Financial	Buyout contract #25501132 KONMIN BHC458 Ser#A79M011022137	08/29/2024	882.15
54165	Dominic Marquez	Work boots DM FY24/25 8/9/24	08/29/2024	350.00
54168	Golden State Portables	Portable restroom rentals	08/29/2024	1,083.00
54170	Granite Rock Company	Street Supplies	08/29/2024	704.66
54179	PSTS, Inc.	Oil - Water separator	08/29/2024	945.00
54180	Rental Depot - Monterey	Road closed Sign 8/12/24 #365783-1	08/29/2024	394.94
54182	Scarborough Lumber & Building	Public Works Streets supplies	08/29/2024	136.15

Total for Department: 119 Public Works

130,678.97

Department: 120 Library

54081	Pacific Grove Self Storage	Storage Unit - Document storage	08/13/2024	406.00
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Attachment 1

Total for Department: 120 Library	406.00
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Department: 121 Community Activities

54141	Monterey County Pops Inc	Share of Monterey County Pops 4th of July Pine Cone ads	08/23/2024	312.00
54171	Harrison Memorial Library	Reimb purchase of 4 holiday garlands	08/29/2024	159.48

Total for Department: 121 Community Activities	471.48
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Department: 122 Economic Revitalization

54058	See Monterey	TOT Destination Marketing Jurisdiction Investment 1Q Jul-Sept	08/09/2024	56,574.25
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Total for Department: 122 Economic Revitalization	56,574.25
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Department: 130 Non-Departmental

54055	PG&E	Citywide gas and electric services	08/09/2024	346.51
54083	PG&E	Citywide gas and electric services	08/13/2024	4,303.53
54084	Prism Public Risk Innovation	Primary Workers Compensation 7/1/24-6/30/25	08/13/2024	1,116,812.00
54133	Cal-Am Water Company	Water service citywide	08/23/2024	23,105.49
54144	PG&E	Citywide gas and electric services	08/23/2024	17,715.39

Total for Department: 130 Non-Departmental	1,162,282.92
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Department: 311 Capital Projects

54004	Carmel Cares-Dale Byrne, President	Materials for Scenic Pathway - 7/22/24 #0034	08/02/2024	20,397.00
54012	Pacific Redwood Products, LLC	Supplies for Scenic Pathway - 7/12/24 #3093	08/02/2024	30,568.20
54013	PG&E	Vista Lobos parking lot Service Upgrade-Inv# 0008308098-6 6/24/	08/02/2024	3,500.00
54019	California Dept of Fish & Wildlife	MTNP Trail Project permit fee	08/05/2024	1,752.50
54059	Signworks Inc	MTNP 3 Stream Project	08/09/2024	386.25
54100	EMC Planning Group, Inc	Coastal eng. and adaptation planning project 7/31/24 22-020-21	08/15/2024	1,701.81
54175	Monterey County Weekly Classifieds	Public Notice - Storm drain Improvement 8/1/24 #53-072215-00000	08/29/2024	760.50
54176	Monterey Peninsula Engineering	Pavement rehabilitation project	08/29/2024	56,978.30

Total for Department: 311 Capital Projects	116,044.56
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Grand Total	2,220,629.76
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CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

September 30, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Robert Harary, P.E, Director of Public Works

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Resolution 2024-081, authorizing the City Administrator to execute Amendment No. 1 to the Professional Services Agreement with ZFA Structural Engineers, for a fixed fee of \$25,000, for the Lincoln Street Trestle Bridge Evaluation Project

RECOMMENDATION:

Adopt Resolution 2024-081, authorizing the City Administrator to execute Amendment No. 1 to the Professional Services Agreement with ZFA Structural Engineers, for a fixed fee of \$25,000, for the Lincoln Street Trestle Bridge Evaluation Project.

BACKGROUND/SUMMARY:

In June 2023, Council adopted the Capital Improvement Program (CIP) Budget for Fiscal Year (FY) 2023/2024 which included the Sunset Center Retaining Walls Repair Project.

Using a qualification-based selection process performed last year by Monterey Peninsula College followed by an informal interview with staff, ZFA Structural Engineers (ZFA) was determined to be best qualified to provide structural engineering services for the City of Carmel. ZFA was established in 1974 and has offices surrounding the San Francisco Bay Area.

In January 2024, a Professional Services Agreement (PSA) was prepared with ZFA to provide structural engineering services for two projects:

1. San Antonio Pathway Reconstruction Project, with design services funded by the Public Works Department's Streets Operating Budget. This funding was used to get the design underway while seeking FEMA funding for these repairs.
2. Sunset Center Retaining Wall Repairs, funded by the CIP.

As detailed in the Fiscal Impact Section below, the not-to-exceed fee for ZFA to design both projects, as well as a budget established for on-call, as-needed structural engineering services through June 30, 2026, was \$55,500. The PSA was executed under the City Administrator's purchasing authority.

Design of the San Antonio Pathway Reconstruction Project was completed, bids were received, and that project is scheduled to be presented to the City Council for award of the construction contract at the October 1, 2024, meeting. To date, the design of the Sunset Center Retaining Wall Repairs Project is 95% complete and is in the Building Permit readiness review process. This process identified additional ADA improvements that must be incorporated into the project. This project is anticipated to be advertised for construction bids by late 2024 with construction occurring during the Spring of 2025. ZFA will provide design support services during the construction of both projects.

In June 2024, Council adopted Resolution 2024-047 approving the CIP for FY 2024/25 which included the Lincoln Street Trestle Bridge Evaluation Project with a budget of \$40,000. The CIP for FY 2024/25 described this new project as follows,

“Originally built in the 1930s, the Lincoln Street/Fourth Avenue wooden trestle bridge was last formally inspected in 1998 when the footbridge was modified to provide parking for two homes adjacent to the bridge. Since then, Public Works crews have made numerous repairs to damaged boards, posts, and railings. Currently, there are some rotten deck boards, loose posts, and noticeable settling of concrete pier blocks on the east side of the bridge.

This project consists of hiring a structural engineering firm to assess the condition of the bridge, identify needed repairs and their urgency, and prepare cost estimates. Depending on the condition findings, the design plans, CEQA review, and construction of the repairs would be programmed in subsequent fiscal year CIP budgets.”

Amendment No. 1 (**Attachment 2**) was negotiated with ZFA to provide the structural engineering services needed for the Lincoln Street Trestle Bridge Evaluation Project. Specifically, ZFA’s services include:

- Site visit and meetings with City staff and the Ausonio Project Manager
- Exploratory demolition and test pit drawings
- Structural as-built drawings based on field measurements

Calculations to determine the structural adequacy of the existing framing and connections based on the Building Code

A Condition Assessment and Structural Evaluation Report which will include photo documentation of current conditions and conceptual repair recommendations at areas of concern.

ZFA’s proposed fixed fee for the evaluation described above is \$25,000. Ausonio will prepare preliminary cost estimates based on ZFA’s findings. The cost estimate will be basis for budgeting any critical repairs in the FY 2025/26 CIP, or subsequent CIP Budgets.

The evaluation will take approximately three months to complete from issuance of the Notice to Proceed.

FISCAL IMPACT:

Council appropriated \$40,000 for this Project in the FY2024/25 CIP. Sufficient funding is available in CIP Account Number 301-311-00-43008 to cover both ZFA’s structural engineering services and Ausonio’s cost estimates

The total not-to-exceed fee for ZFA under the original PSA plus Amendment No. 1 services for the Lincoln Street Trestle Bridge Evaluation is \$80,500 as tabulated below.

Project No.	Project Name	ZFA Fee – Original PSA	ZFA Fee- Amend. No. 1	Total Fee
1	San Antonio Pathway Reconstruction	\$19,500		\$19,500
2	Sunset Center Retaining Walls Repairs	16,000		16,000
3	On-Call, As-Needed Structural Engineering (Partially Authorized)	20,000		20,000
4	Lincoln Street Trestle Bridge Evaluation		\$25,000	25,000
	Totals, Not-to-Exceed	\$55,500	\$25,000	\$80,500

PRIOR CITY COUNCIL ACTION:

In June 2023, Council adopted the CIP Budget for FY 2023/2024 which included the Sunset Center Retaining Walls Repair Project.

In June 2024, Council adopted Resolution 2024-047 approving the CIP for FY 2024/25 which included funding for the San Antonio Pathway Reconstruction Project, and for this new Lincoln Street Trestle Bridge Evaluation Project with a budget of \$40,000.

ATTACHMENTS:

Attachment 1) Resolution 2024-081

Attachment 2) Amendment No. 1 with ZFA Structural Engineers

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

RESOLUTION NO. 2024-081

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH ZFA STRUCTURAL ENGINEERS, FOR A FIXED FEE OF \$25,000, FOR THE LINCOLN STREET TRESTLE BRIDGE EVALUATION PROJECT

WHEREAS, in June 2023, Council adopted the Capital Improvement Program (CIP) Budget for Fiscal Year (FY) 2023/2024 which included the Sunset Center Retaining Walls Repair Project; and

WHEREAS, in January, 2024, the City entered into a Professional Services Agreement with ZFA Structural Engineers (ZFA) for design and construction support services the San Antonio Avenue Pathway Reconstruction Project, the Sunset Center Retaining Walls Repairs Project, and for on-call, as-needed structural engineering services through June 30, 2026 for a not-to-exceed fee of \$55,500; and

WHEREAS, in June 2024, Council adopted Resolution 2024-047 approving the CIP Budget for FY 2024/2025 which included funding for the San Antonio Pathway Reconstruction Project and a new CIP project, the Lincoln Street Trestle Bridge Evaluation Project, with a budget of \$40,000; and

WHEREAS, Amendment No. 1 to the Professional Services Agreement was negotiated with ZFA to provide structural engineering services for the Lincoln Street Trestle Bridge Evaluation Project for a fixed fee of \$25,000; and

WHEREAS, the combined, not-to-exceed fee for all services included in the Professional Services Agreement and Amendment No. 1 with ZFA is \$80,500; and

WHEREAS, sufficient funding is available in the Capital Projects Fund to cover the fees for these Capital Improvement Projects.

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

Authorize the City Administrator to execute Amendment No. 1 to the Professional Services Agreement with ZFA Structural Engineers, for a fixed fee of \$25,000, for the Lincoln Street Trestle Bridge Evaluation Project.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 30th day of September, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk

AMENDMENT NO. 1
for
Structural Engineering Services
Agreement #PWD-ZFA-208-23-24

Attachment 2

1. This amendment (the "Amendment") is made by **City of Carmel-by-the-Sea ("CITY") ZFA Structural Engineers ("CONSULTANT")**, parties to Agreement PWD-ZFA-208-23-24 (the "Agreement") executed on January 26, 2024.

2. The Agreement is amended as follows:

- a. Section 1, Services, Item A, Scope of Services, of the Agreement is modified as follows: Incorporate services for the Lincoln Street Trestle Bridge Evaluation Project as shown in **Exhibit A.1, Scope of Services for Amendment No. 1.**
- b. Section 2, Compensation, Item A, Total Fee, of the Agreement is modified as follows: Incorporate the fixed fee for the Lincoln Street Trestle Bridge Evaluation as shown in **Exhibit B.1, Revised Compensation for Amendment No. 1.** The Maximum Authorization for all services under the Agreement and Amendment No. 1 shall not exceed Eighty Thousand Five Hundred Dollars (\$80,500).
- c. Section 3, Agreement Term, Item C, Project Schedule, of the Agreement) is modified as follows: Incorporate **Exhibit C.1, Revised Project Schedule for Amendment No. 1.**

3. Except as set forth in this Amendment No.1, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment No.1 and the Agreement or any earlier amendment, the terms of this Amendment will prevail.

4. Each party represents and warrants that all necessary action has been taken by such party to authorize the undersigned to execute this Amendment and to bind the parties to the performance of its obligations.

5. This Amendment may be executed in counterparts, each of which will be deemed an original, and all of which, when taken together, constitute one and the same instrument. The Amendment will be considered executed when the signature of a party is delivered by facsimile or other electronic transmission. Such facsimile or other electronic signature will have the same effect as an original signature.

6. If any term, condition, or covenant of this Amendment is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Amendment will not be affected, and the Amendment will be read and construed without the invalid, void or unenforceable provision.

CONSULTANT:

By: _____
Matt Frantz, Principal

Date: _____

CITY:

By: _____
Chip Rerig, City Administrator

Date: _____

ATTEST:

By: _____
Nova Romero, MMC, City Clerk

Date: _____

Attachments:

1. Exhibit A.1 - Scope of Services for Amendment No. 1
2. Exhibit B.1 - Revised Compensation for Amendment No. 1
3. Exhibit C.1 – Revised Project Schedule for Amendment No. 1

Exhibit A.1

Scope of Services for Amendment No. 1

Project 4. Lincoln Street Trestle Bridge Evaluation:

PROJECT DESCRIPTION

The proposed project consists of a visual Condition Assessment and Structural Evaluation for an existing footbridge. The bridge is constructed with wood framing and is comprised of a series of 16-foot spans between wood supports that bear on concrete pier footings. The total length of the bridge is approximately 80 feet, and is located between Third and Fourth Avenues. Evaluation of the existing bridge foundations is not included in the scope of work. Our proposed project scope is based on the email received on April 3, 2024, which included partial existing drawings of a previous modification of the bridge by Frank Lee Consulting Engineer dated 1998, and our site visit on April 30, 2024

SCOPE AND APPROACH

Our overarching approach is to provide full-service engineering with a focus on strong collaboration and coordination with all team members. The following lists the scope of services that will be provided for each phase of this project.

Condition Assessment and Structural Evaluation

1. Attend (1) in-person kick-off meeting with client.
2. Perform (1) site visit to observe the existing bridge, measure all existing framing, and collect any required information. (Site visit to be performed the same day as kick-off meeting).
3. Take photographs of any areas of concern.
4. Review of existing drawings and previous reports, if available.
5. Provide Exploratory Demolition and Test Pit drawings. The exploratory demolition and test pits are to be completed by an owner-hired contractor. The exploratory demolition is anticipated to include removal of (3) to (4) decking boards to observe the tops of the beams, drilling of small (i.e. ½" diameter) holes in selective beams and posts to investigate hidden interior rot, and localized test pits adjacent to abutments.
6. Perform (1) additional site visit after completion of exploratory demolition to observe results, if required.
7. Create structural as-built drawings in Revit based on field measurements.
8. Perform calculations to determine the structural adequacy of the existing framing and connections for both gravity and lateral loads, based on requirements of the California Existing Building Code (CEBC).
9. Document our findings in a draft combined Condition Assessment and Structural Evaluation Report. The report will include conceptual repair recommendations at any areas of concern, which will be annotated on the as-built drawings, along with photo documentation of current conditions. Based on our observations and previous experience, provide a ROM life expectancy for bridge after completion of repairs.
10. Incorporate (1) round of comments from client and provide a Final Report.
11. Attend (1) virtual meeting with client to review findings.

PROJECT ASSUMPTIONS

General project assumptions are as follows:

1. All structural design and structural related services will be in accordance with the latest edition of the 2022 California Existing Building Code.
2. Drawings will be provided in Revit 2023 and Bluebeam.
3. ZFA assumes that all the deliverables for this job will be electronic.
4. Any additional work outside of the Scope of Services outlined above will be billed separately in accordance with our current rate schedule included in Attachment A.

Exhibit B.1 Revised Compensation for Amendment No. 1

4. Lincoln Street Trestle Bridge Evaluation

The fixed fee for all services performed for Project 4, Lincoln Street Trestle Bridge Evaluation, is \$25,000. The Grand Total (Maximum Authorization) not-to-exceed fee for all services in the original Professional Services Agreement (PSA) and Amendment No. 1 is \$80,500 as tabulated below.

Project No.	Contract	Project Name	Fee
1	Original PSA	North San Antonio Avenue Walkway Repairs	\$19,500
2	Original PSA	Sunset Center Retaining Walls Repairs	16,000
3	Original PSA	On-Call, As-Needed Structural Engineering Services	20,000 Partially Authorized
4	Amendment No. 1	Lincoln Street Trestle Bridge Evaluation	25,000 Fixed Fee
		Grand Total, Not-to-Exceed	\$80,500

Exhibit C.1 Revised Project Schedule for Amendment No. 1

4. Lincoln Street Trestle Bridge Evaluation

All services associated with the Lincoln Street Trestle Bridge Evaluation, as listed in Exhibit A.1, Scope of Services for Amendment No. 1, shall be completed within three (3) months following issuance of the Notice to Proceed.



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

September 30, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Mary Bilse, Environmental Programs Manager

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Resolution 2024-082 authorizing the submittal of applications for all CalRecycle Grants for which the City of Carmel-by-the-Sea is eligible

RECOMMENDATION:

Adopt Resolution 2024-082 authorizing the submittal of applications for all CalRecycle Grants for which the City of Carmel-by-the-Sea is eligible.

BACKGROUND/SUMMARY:

Public Resources Code sections 4800 et seq. authorize the California Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs in furtherance of the State's efforts to reduce, recycle, and reuse solid waste generated in the state. CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution authorizations related to the administration of CalRecycle grants.

On September 10, 2018, Council approved Resolution 2018-096 authorizing the submittal of applications for all CalRecycle Grants for which the City is eligible. The City has used CalRecycle Beverage and Container City/County Payment Program funds (\$5,000 per year) to purchase and install dual trash-recycling containers in City parks, at City buildings, in the downtown area and certain residential areas, and at coastal access locations. The dual containers have helped increase the City's waste diversion rate, which helps us meet the State's 75% diversion goal and increases the capacity of public waste containers by using larger capacity containers than the former squirrel can, trash-only containers. Adoption of this Resolution is part of the grant application process.

FISCAL IMPACT:

If the City is selected as a grant recipient by CalRecycle, the grant will supplement the Public Works Department's Environmental Programs Operating Budget 101-119-43-42001 to replace trash only containers with dual trash-recycling containers. This grant does not require a match from the City.

PRIOR CITY COUNCIL ACTION:

In September 2018, Council approved Resolution 2018-096 authorizing the submittal of applications to CalRecycle for all grants which the City is eligible for five years. The City has used CalRecycle Beverage Container City/County Payment Program funds (\$5,000 per year) to purchase and install dual trash-recycling containers around the City.

ATTACHMENTS:

Attachment 1) Resolution 2024-082

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

RESOLUTION NO. 2024-082

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE SUBMITTAL OF GRANT APPLICATIONS TO CALRECYCLE FOR ALL GRANTS FOR WHICH THE CITY OF CARMEL-BY-THE-SEA IS ELIGIBLE FOR FIVE YEARS

WHEREAS, the California Public Resources Code sections 4800 et seq, authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various Grant Programs in furtherance of the State of California's efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health, safety, and the environment; and

WHEREAS, in furtherance of this authority, CalRecycle is required to establish procedures governing the application, awarding, and administration of grants; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution authorizations related to the administration of CalRecycle grants.

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

Authorize the submittal of applications to CalRecycle for all grants for which the City of Carmel-by-the-Sea is eligible for five (5) years from the date of adoption of this Resolution.

BE IT FURTHER RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

Authorize and empower the City Administrator to execute in the name of the City of Carmel-by-the-Sea all grant documents, including but not limited to, applications, agreements, amendments, and requests for payment, necessary to secure grant funds and implement the approved grant project.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 30th day of September 2024 by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

September 30, 2024
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Nova Romero, City Clerk
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Resolution 2024-083 rescinding Resolution 2022-077 and re-establishing the list of designated classifications and the disclosure categories in the City's Conflict of Interest Code

RECOMMENDATION:

Adopt Resolution 2024-083 rescinding Resolution 2022-077 and re-establishing the list of designated classifications and the disclosure categories in the City's Conflict of Interest Code.

BACKGROUND/SUMMARY:

The Political Reform Act of 1974 ("the Act")(Government Code Sections 81000, et seq.) requires that cities and other local agencies adopt a Conflict of Interest Code (Code).

The Act requires that the Code:

1. Lists the classifications that involve making, or participating in making, decisions that have a reasonably foreseeable material effect on an economic interest; and
2. Lists the disclosure categories for those classifications that are reportable based on the scope of the decision-making authority of the classification.

The Political Reform Act further requires the City Council to act as the code-reviewing body of the Code and requires local agencies to review its Code biennially. The City Council reviewed and updated the City's Code 2 years ago on September 13, 2024, via Resolution 2022-077. **Attachment 1** shows the redlined changes made to the Conflict of Interest Code based on the current position control list and re-evaluation of the scope of the decision making authority of the designated positions.

Adoption of the Resolution (**Attachment 2**) will update and re-establish the designated classifications and the associated disclosure categories for the City's Code.

FISCAL IMPACT:

None for this action.

PRIOR CITY COUNCIL ACTION:

On September 13, 2022, the City Council adopted Resolution 2022-077 re-establishing the list of designated classifications and the disclosure categories in the City's Conflict of Interest Code.

ATTACHMENTS:

Attachment 1) REDLINED - Conflict of Interest Code

Attachment 2) Resolution 2024-083

EXHIBIT A - REDLINED

DESIGNATED OFFICIALS, EMPLOYEES, AND CONSULTANTS

The following positions are required to file Fair Political Practices Commission (FPPC) Form 700 pursuant to the Government Code Section 87200:

- Mayor
- Council Members
- City Administrator
- City Attorney
- City Treasurer
- Candidates for Elective Office
- Planning Commissioners

All designated officials, employees, and consultants shall file Statements of Economic Interests with the City Clerk and shall file statements based on disclosure categories as described herein.

LIST OF DESIGNATED EMPLOYEE CLASSIFICATION AND DISCLOSURE CATEGORIES

The following positions are required to file Statements of Economic Interest pursuant to the Political Reform Act of 1974:

Accountant; 1, 2

Administrative Analyst; 1, 2

Assistant City Administrator; 1, 2

Assistant Planner; 1, 2, 3, 4

Associate Planner; 1, 2, 3, 4 (added in current position control list)

Board/Commission Member; 1

Building Inspector; 1, 2, 3, 4

Building Official; 1, 2, 3, 4

City Administrator; 1

City Attorney; 1

City Clerk; 1, 2

City Council Member; 1

City Forester; 1, 2

Community Planning and Building Director; 1, 2, 3, 4

Director of Budgets and Contracts; 1, 2 (removed in current position control list) Director

of Public Works; 1, 2, 3, 4

Finance Manager; 1, 2

Finance Analyst; 1, 2 (added in current position control list)

Finance Specialist; 1, 2 (remove - does not participate in financial decision making)

Environmental Compliance Manager; 1, 2 (added to list – participates in decision making)

Head Reference Librarian; 1, 2 (removed/changed in current position control list)

Information Systems/Network Manager; 2

Library Circulation Supervisor; 1, 2 (removed/changed in current position control list)

Librarian II; 1, 2

Librarian II (Local History); 1, 2 (amended title in position control list)

Library and Community Activities Director; 1, 2

Mayor; 1

Police Commander; 1, 2

Principal Planner; 1, 2, 3, 4

Project Manager; 1, 2, 3, 4

Public Safety Director; 1, 2

Public Works Superintendent; 1, 2, 3, 4

Senior Human Resources Analyst; 1, 2

Senior Planner; 1, 2, 3, 4 (removed/amended in current position control list)

Youth Services Librarian; 1, 2 (removed/amended in current position control list)

Consultants:

An individual is a consultant if the person either serves in a staff capacity with the agency or performs the same or substantially the same duties for an agency that would otherwise be performed by a person holding a position specified or that should be specified in the City's Conflict of Interest Code.

The City Administrator will determine if a consultant is required to file a Statement of Economic Interest and will determine the appropriate disclosure category based on the scope of the consultant agreement. The City Administrator may determine that a particular consultant is hired to perform a range of duties that is limited in scope and thus is not required to comply with the disclosure requirements described in this code.

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic investments that the designated position must disclose for each disclosure category to which he or she is assigned. Such economic interests are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business in the jurisdiction of the City.

1. All investments and business positions in business entities, sources of income, and interests in real property.
2. Investments and business positions in business entities, and sources of income from entities providing supplies, services, equipment, or machinery of the types used by the designated employee's unit.
3. Investments and business positions in business entities, and income from sources engaged in construction, building, or material supply.
4. Investments and business positions in, and income from sources engaged in the construction of public works projects.

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

RESOLUTION NO. 2024-083

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
RESCINDING RESOLUTION 2022-077 AND RE-ESTABLISHING THE LIST OF
DESIGNATED CLASSIFICATIONS AND THE DISCLOSURE CATEGORIES OF THE
CITY'S CONFLICT OF INTEREST CODE**

WHEREAS, pursuant to California Government Code Section 87306.5, the City of Carmel-by-the-Sea must review its Conflict of Interest Code every even-numbered year and update it as necessary; and

WHEREAS, the City Council of the City of Carmel-by-the-Sea, (the "City Council"), previously adopted Resolution No. 2022-077 on September 13, 2022, thereby amending the List of Designated Employee Classifications of the Conflict of Interest Code; and

WHEREAS, Section 87307 of the Government Code provides that an agency may at any time amend its Conflict of Interest Code; and

WHEREAS, pursuant to the biannual review, the City Clerk and City Attorney are recommending adoption of an updated Conflict of Interest Code with reflects current staff positions and applicable disclosure categories.

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

1) Rescind and supersede all previously adopted Resolutions and amendments thereto approving or adopting Conflict of Interest Codes for the City of Carmel-by-the-Sea.

2) Approve and adopt Exhibit A in which officials and employees are designated and disclosure categories are set forth, which constitutes the Conflict of Interest Code for the City of Carmel-by-the-Sea.

3) Require all designated officials and employees file Statements of Economic Interests with the City Clerk, who will make the statements available for public inspection and reproduction.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 30th day of September 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk

Exhibit A – Conflict of Interest Code

EXHIBIT A

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Assistant Planner; 1, 2, 3, 4

Associate Planner; 1, 2, 3, 4

Board/Commission Member; 1

Building Inspector; 1, 2, 3, 4

Building Official; 1, 2, 3, 4

City Administrator; 1

City Attorney; 1

City Clerk; 1, 2

City Council Member; 1

City Forester; 1, 2

Community Planning and Building Director; 1, 2, 3, 4

Director of Public Works; 1, 2, 3, 4

Finance Manager; 1, 2

Finance Analyst; 1, 2

Environmental Compliance Manager; 1, 2

Information Systems/Network Manager; 2

Librarian II; 1, 2

Librarian II (Local History); 1, 2

Library and Community Activities Director; 1, 2

Mayor; 1

Police Commander; 1, 2

Principal Planner; 1, 2, 3, 4

Project Manager; 1, 2, 3, 4

Public Safety Director; 1, 2

Public Works Superintendent; 1, 2, 3, 4

Senior Human Resources Analyst; 1, 2

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2. Investments and business positions in business entities, and sources of income from entities providing supplies, services, equipment, or machinery of the types used by the designated employee's unit.
3. Investments and business positions in business entities, and income from sources engaged in construction, building, or material supply.
4. Investments and business positions in, and income from sources engaged in the construction of public works projects.