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 9, 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 Meeting ID: 875 4587 6814 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

ANNOUNCEMENTS

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.

EXTRAORDINARY BUSINESS

A. Monterey County Business Council Presentation

B. 3CE Annual Update Presentation

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. August 5, 2024, Special Meeting Minutes, and August 6, 2024, Regular Meeting Minutes
2. July 2024 Monthly Reports
3. July 2024 Check Register Summary
4. Resolution 2024-072 accepting the $3,000 donation from Community Emergency Response Volunteers (CERV) for use by the Community Emergency Response Team
5. Resolution 2024-073 to designate the 2024 Holiday Closure from December 24, 2024 – January 1, 2025

ORDERS OF BUSINESS

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

6. Resolution 2024-074 authorizing the City Administrator to execute Amendment No. 4 to the Agreement with Peninsula Messenger Service for mail delivery for a not-to-exceed increase of One Hundred Five Thousand Six Hundred Dollars ($105,600.00) for the term of July 1, 2024 to June 30, 2025
7. Resolution 2024-075, authorizing the City Administrator to execute Amendment No. 2 to the Professional Services Agreement with Wallace Group, for Project Management and Design Services, for a not-to-exceed fee increase of $39,770
8. Resolution 2024-076 authorizing the purchase of a 2024 Ford F-750 5-yard dump truck from National Auto Fleet Group under Sourcewell Contract #091521 for $135,825

CLOSED SESSION

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54956.8:
Property: Rio Park, East of Dolores Street and Lasuen Drive, Carmel-by-the-Sea
Agency negotiators: City Administrator, City Attorney
Negotiating parties: Carmel Area Wastewater District (CAWD)
Under negotiation: Price and terms of payment

PUBLIC APPEARANCES - Limited to items on Closed Session

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 9, 2024
EXTRAORDINARY BUSINESS

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Chip Rerig, City Administrator
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Monterey County Business Council Presentation

RECOMMENDATION:
Receive a presentation from the Monterey County Business Council.

BACKGROUND/SUMMARY:

FISCAL IMPACT:

PRIOR CITY COUNCIL ACTION:

ATTACHMENTS:

Attachment) Central Coast Small Business Development Center Presentation

Attachment 1

Roger Gilbert | Director
Central Coast SBDC
831.915.1458 | MCBC.biz

roger@mcbc.biz

Main Office
123 Capitol Street, Suite B
Salinas, CA 93901

Monterey Outreach Center
353 Camino El Estero
Monterey, CA 93940

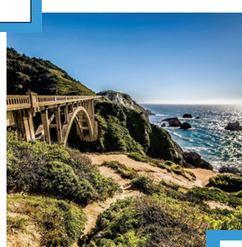
Soledad Outreach Center
502 Front Street
Soledad, CA 93960

(831) 216-3000

CentralCoastSBDC.com

- Government Guaranteed Lending and PPP
- Government Guaranteed Lending
- Commercial Lending
- Harley-Davidson Motorcycles
- Surfboards
- Investments

- MBA
- B.S. Business Administration



Overview

Monterey County Business Council (MCBC) operates business programs whose common purpose is to help businesses grow and thrive in Monterey County.

Expert Business Advisors provide no-cost One-on-One Consultations for Small Businesses:

- Access to Capital
- Marketing
- Business and Strategic Planning
- Operations
- Financial Management
- Human Resources
- Technology
- Social Media
- And more…

The Monterey County Business Council operates these programs designed to support and enhance the local business community.

These programs collectively enhance the economic vitality of Monterey County, making it a thriving environment for businesses to succeed and grow.

- Monterey Bay APEX Accelerator
- Building Business Back
- Leadership Monterey County
- MCBC
- Monterey Bay Defense Alliance
- Monterey Bay Business Alliance

Central Coast Small Business Development Center (SBDC)

Our Mission

Deliver assistance to strengthen small businesses contributing to the growth of local, state, and national economies.

Our Vision

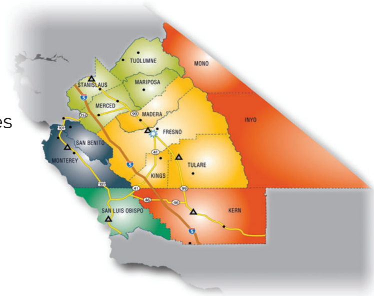
To be recognized in our communities as the preeminent provider of business consulting, education and information to small businesses

Tangible Results

Business started
Training and business opportunities for underserved groups
Resulting in increased tax revenue and employment

Attachment 1

Monterey and San Benito Counties



Funded by the SBA, State of California Grant Programs

Local funding partners including:

County of Monterey
Community Foundation for Monterey County
Monterey Bay Economic Partnership
City of Monterey
City of Soledad
City of Pacific Grove
City of Carmel
City of Del Rey Oaks

City of Greenfield
City of Gonzales
City of King City
City of Marina
City of Sand City
City of San Juan Bautista
City of Seaside

Thank You!

roger@mcbc.biz

Main Office
123 Capitol Street, Suite B
Salinas, CA 93901

Monterey Outreach Center
353 Camino El Estero
Monterey, CA 93940

Soledad Outreach Center
502 Front Street
Soledad, CA 93960

(831) 216-3000

CentralCoastSBDC.com

Attachment 1

CITY OF CARMEL-BY-THE-SEA
3CE Annual Presentation

Sophia Schwirzke
Customer Account Manager
September 9, 2024

Central Coast Community Energy

3CE PRIORITIZES INNOVATION

– *One of California's first solar + storage projects*

– *The state's first new geothermal project in three decades*

– *The largest compressed air battery storage in the world*

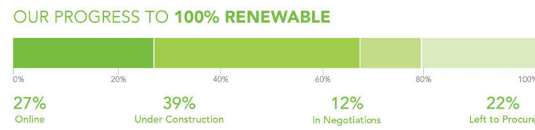
Central Coast Community Energy

A PARTNERSHIP TO SUPPORT SHARED CUSTOMERS

Central Coast Community Energy

ADDITIONALITY – THE KEY TO OUR PROCUREMENT STRATEGY

Investing in a diverse portfolio of renewables coupled with innovative energy storage capacity



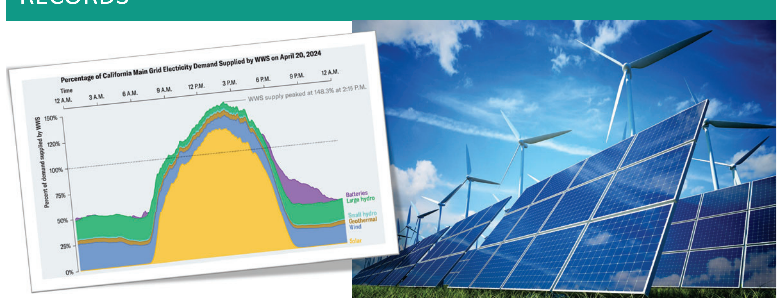
Central Coast Community Energy

2023 YEAR IN REVIEW

- Lower emissions
- Cleaner more reliable grid
- Community investment
- Stable and responsible rates

Central Coast Community Energy

CALIFORNIA BREAKS RENEWABLE ENERGY RECORDS



Central Coast Community Energy

3CE DELIVERS POWER FOR GOOD

- *Affordable Rates*
- *Project Selection Criteria*
- *Rebates & Incentives*

INVESTING IN YOUR COMMUNITY

Total Investment **$536,056**

New Construction Electrification	Agriculture Electrification	Electrify Your Ride	Electrify Your Fleet	Electrify Your Home
$5,000	$36,864	$212,315	$235,177	$46,700

GROWING SUSTAINABLE AGRICULTURE

Ag Electrification Program

- *$700,000 for 30 projects in 2023*
- *28% irrigation and harvest equip., portable power*
- *32% tractors and forklifts*
- *40% utility vehicles*

INVESTING IN YOUR CITY'S ENERGY TRANSITION

Member Agency Programs:

Plan Your Fleet

Electrify Your Fleet

Charge Your Fleet

INVESTING IN YOUR COMMUNITY

Residential, Commercial, & Agriculture Rebates Available

	Agriculture Electrification	Concierge	Electrify Your Home	Electrify Your Ride	New Construction Electrification	Electric Bus
Residential	-	-	$17,385	$1000-4000	$5,000	-
Commerical & Ag	$75,000	$24,000	$2,500 per unit	$150,000	$250,000	$200,000

INVESTING IN YOUR CITY'S ENERGY TRANSITION

- *Reach Code Program*
- *Charging Stations/Charge-ready*
- *Member Agency Communications*

Thank You

3CE.org

info@3CE.org

877-455-2223

Judith Young
young@3ce.org
Senior Account Manager
(805) 693-2000

Sophia Schwirzke
sschwirzke@3ce.org
Customer Account Manager
(831) 257-4003

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

September 9, 2024
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Nova Romero, City Clerk
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	August 5, 2024, Special Meeting Minutes, and August 6, 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

Attachment 1

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 5-0-0-0 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. Mayor Potter asked City Attorney Pierik to explain the process of adding a “subsequent need” item to tonight’s 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. He recommended that Council consider making a motion to add a subsequent need item to the agenda.

Mayor Pro Tem Richards made a motion pursuant to Government Code section 54954.2 (b)(2) to add a subsequent need item to the agenda based upon the fact that there is a need to take immediate action which came to the attention of the city subsequent to the posting of the agenda for this meeting, to consider a motion finding that the city Council did not

violate the Brown Act on July 9, 2024, in regard to 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 - 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, in regard to 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 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 put to the voters to decide on, and provide an 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 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 presented on the MOU negotiations between City management and the General employee unit. He 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. He added that the General Unit has approved the agreement through a member vote. 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 Pro 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 on the MOU negotiations between City management and the Management employee unit, and similar to the General Unit, and they have also 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

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 a standard practice to prevent these issues and mentioned that the City already faces significant compaction, which could worsen without adjustments.

Public Comment:
None

Councilmember Baron suggested that the Council should discuss creating a policy to make salary schedules more consistent and 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 to Council and answered questions from Council. She outlined 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 answered questions from Council in regard to the list of members on the architect selection committee. She 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.

Council discussion resumed. 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 entered into. 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: None

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 gave a presentation on 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, which is supported by the 7 findings for denying the approval. They 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, with the exception of 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.

SIGNED: ATTEST:

____________________________________ ____________________________________
Dave Potter, Mayor Nova Romero, MMC, City Clerk

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

September 9, 2024
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Nova Romero, City Clerk
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	July 2024 Monthly Reports

RECOMMENDATION:
Review and receive monthly reports.

BACKGROUND/SUMMARY:
This is a monthly series of reports:
- City Administrator Contract Log
- 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) City Administrator Contract Log
Attachment 2) Community Planning and Building Department Reports
Attachment 3) Police, Fire, and Ambulance Reports
Attachment 4) Public Records Act Requests
Attachment 5) Public Works Department Reports

Attachment 1

City Administrator Contract Log
FY 2023-24
JULY 2024

Date entered Into	Contractor	Contract Amount	Purpose
7/12/2024	Avenu Insights & Analytics	$14,000.00	Short-Term Rental Monitoring & Compliance software

Attachment 2

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:	August 1, 2024
APPROVED BY:	Brandon Swanson, Assistant City Administrator & Acting Director of Community Planning and Building

JULY 2024 – DEPARTMENT ACTIVITY REPORT

I. PLANNING PERMIT APPLICATIONS:

In July 2024, **41** planning permit applications were received.

II. BUSINESS LICENSE APPLICATIONS:

In July 2024, **7** business license applications were received.

III. BUILDING PERMIT APPLICATIONS:

In July 2024, **40** building permit applications were received.

IV. CODE COMPLIANCE CASES:

In July 2024, **1** new code compliance case was created.

V. TRANSIENT RENTAL COMPLIANCE CASES:

In July 2024, **0** new transient rental compliance cases were created.

VI. ENCROACHMENT PERMIT APPLICATIONS:

In July 2024, **24** encroachment permit applications were received.

VII. TREE PERMIT APPLICATIONS:

In July 2024, **48** tree permit applications were received.

Attachment 2

VIII. YEAR-TO-DATE TRENDS

Table 1 includes the following July 2024 totals:

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

July 2024 totals are provided alongside July 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	236	46	369	110	21	160	246
2024 YTD Totals	237	38	351	83	12	153	223
YTD % Difference	+ 0.42%	- 17.39%	- 4.88%	- 24.55%	- 42.86%	- 4.38%	- 9.35%

Attachment 2

Planning Permit Report

07/01/2024 - 07/31/2024

Permit #	Permit Type	Permit Identifier	Track	Project Description	Address/Location	Date Received	Date Approved	Status
24236	Historic Evaluation	HE 24236 (Atila)		Historic Evaluation. ASSOCIATED PERMIT: DS 24140 (Atila) - Proposed ADU (575 s.f.) with a Roof Top (161 s.f.) accessible from the existing SFD.	Dolores 4SW of 1st. Avenue	7/31/2024		Pending Assignment
24235	Historic Evaluation	HE 24235 (Bland)		Historic Evaluation	Camino Real 2 SW of 7th	7/30/2024		Pending Assignment
24234	Design Study	DS 24234 (Lucas)	One	Remove 18 windows and one Dbl French Door. Install Pella "Reserve Series" windows and French Door, same dimensions as originals. Header and framing unchanged. Color - Auburn Brown to match house.	San Carlos Street 4 SE of 12th Avenue	7/30/2024		Pending Assignment
24233		VOID - CREATED IN ERROR						Closed
24232	Preliminary Review - Planning Commission	VOID - CLOSED		DS 23-211 (Hendley Family LP)	Mission Street 2 SE of 13th Ave			Closed
24231	Design Study	DS 24231 (Scenic Pathway Border)	One	This CIP installs roughly 2,000 feet of erosion-deterrent redwood border along the western edge of Scenic Pathway. This includes leveling and grading the pathway towards the western edge boards by 1-2%.	Scenic Pathway between 8th and Santa Lucia	7/26/2024	8/1/2024	Approved
24230	Design Study	DS 24230 (Nicolson) PENDING AFFIDAVIT		1. Painting siding and trim. 2. Replace tile roofing with asphalt shingles, "presidential tl". 3. Vault ceilings in kitchen, living room and bedroom #3. 3. Add two skylights, replace or add 7 windows and the entry doors. 4. Create a 376 sq ft addition in the existing crawlspace.	Santa Rita 2 SW 1st			In Review
24229	Design Study	DS 24229 (Carmel Reflections LLC/Jackson)	One	Place 120V 15A Hot Tub on Patio; Marquis V65L 3-person hot tub; 120V "plug & play" 65"Wx84"Lx29.5"H on existing site coverage; One 2-speed pump. 210 Gal. See attached Marquis Sound Test Summary. Model V65L is US Model code 1102.	2905 Franciscan Way, Carmel, CA 93921	7/26/2024		In Review

24228	Design Study	DS 24228 (Givens)	One	See design SOP attached to app. Change order #1. South facing primary suite mulled unit widened. Ext. lighting fixture changed. Hardscape reconfigured: courtyard enlarged, DW straightened, fence changed from 6' wood to concrete with horizontal wood slat facing on sides visible form street (no change to wood or spacing). Gate into courtyard removed. All changes result in minimal impact from street view. Gas fire pit in concrete wall added to courtyard. Change roof waterproofing to 60mil PVC(verbal appr. by M. W), no change to ballast. Right of way(encroachment) changes-under review with bldg. dept.	SE Corner of 5th & Torres			In Review
24227	Design Study	DS 24227 (Tuchen)	One	New deck installation. Heart shaped window at front of house. New French doors leading to deck/living room.	San Carlos 7 NE of Camino Del Monte	7/31/2024		Corrections Required
24226	Sign	SI 24226 (Signature Day Spa) PENDING PROP OWNR INFO		NEW SIGN: "Signature Day Spa." Install one set of non illuminated acrylic letters	Ocean Ave & Mission st			In Review
24225	Notice of Exempt Work	EW 24225 (Sallomi)		Repair portions of an existing retaining wall on the south property line. Rebuild an existing nonconforming side yard fence consisting of 6-foot tall wood picket panels on top of the existing wall Pursuant to CMC 17.10.030.E.2, Reconstruction of Nonconforming Fences and Walls. No increase in height is permitted.	Carmelo Street, 4 NW of Ocean Avenue	6/17/2024	7/19/2024	Approved
24224	Design Review	DR 24224 (Hill)	One	Removal and replacement of five windows with aluminum clad windows. Ext. of windows will have an oil rubbed bronze finish.	NW Corner of 8th & San Carlos	7/19/2024		Corrections Required
24223	Historic Evaluation	HE 24223 (Ahlborn)		HISTORIC EVALUATION. ASSOCIATED PERMIT DS 24171: In-kind window replacement for six windows and one slider consisting of two sidelights and two sliding door panels.	SW Corner of Mission & 3rd, Unit C4	7/15/2024		In Review
24222	Historic Evaluation	HE 24222 (Olson)		HISTORIC EVALUATION. ASSOCIATED PERMIT DS 24145: Addition of rear deck and removal of hardscape.	Forest 3 SW of 7th	7/18/2024		In Review
24221	Historic Evaluation	HE 24221 (Albino)		Historic Evaluation	Monte Verde 3 NW of 13th	7/17/2024		In Review

24220	Design Study	DS 24220 (Carmel Presbyterian Church)	One	This approval of Design Study DS 24220 (Carmel Presbyterian Church) authorizes a construction project for a fence located on private property along the front of the property that was damaged during a storm a few years ago located at 2 Torres Street SW Mountain View in the R-1 District and, APN: 010084003000 as depicted in the plans stamped approved by Community Planning and Building Department on 07/30/2024 unless modified by the conditions of approval contained herein.	Torres Street 2 SW Mountain View	7/16/2024	7/30/2024	Approved
24219	Historic Evaluation	HE 24219 (Montgomery)		Historic Evaluation for associated permit DS 24172.	Camino Real 10 NE of 4th	7/16/2024		In Review
24218	Sign	SI 24218 (House of Cardoon)		NEW SIGN: "House of Cardoon." Retail concept store selling home decor, clothing, jewelry, art, children's, gifts, toys	San Carlos Street, Between 5th & 6th Avenue, San Carlos Square #9 & #10	7/15/2024	7/25/2024	Approved
24217	Design Study	DS 24217 (Faia)	One	This is one (1) of three (3) total permits for the same project spanning three (3) separate parcels. Other associated permits: DS 24203 & DS 24216 (Faia). INSTALL NEW 6' TALL WOOD FENCE AND ACCESS GATE ALONG TORRES STREET FRONT PROPERTY LINE.	Torres 2 NE of 2nd Ave; parcel is north of APN 010101021000	7/3/2024		Corrections Required
24216	Design Study	DS 24216 (Faia)	One	This is one (1) of three (3) total permits for the same project spanning three (3) separate parcels. Other associated permits: DS 24203 & DS 24217 (Faia). INSTALL NEW 6' TALL WOOD FENCE AND WOOD GATE ALONG 2ND AVE FRONT PROPERTY LINE.	NE Corner of Torres & 2nd Ave; parcel is east of APN 010101021000	7/3/2024		Corrections Required
24215	Design Study	DS 24215 (Yang-Bauer)	One	Addition of two skylights and changing vertical wood siding to horizontal Hardie siding	san carlos 2sw of 1st	7/17/2024		In Review
24214	Design Study	DS 24214 (Cruz)	One	PLANNING #230298 & BUILDING #240022 PERMIT REVISIONS TO PREVIOUSLY APPROVED PROJECT Revisions to previously approved building permit #240022. Revisions to previously approved planning #230298 and building permit #240028. 1. Change Doors #4, 5A, 6 to Double French Doors. Change Door #12 from Window to double French Door, Change Door #7 to new window	Monte Verde 3 NW of 11th Carmel-By-The-Sea	7/11/2024		Corrections Required
24213	Design Review	VOID - DUPLICATE		Repairing or Rebuilding in kind the display case at the Carmel Classics Entrance	NE Corner of Ocean Ave and Dolores Street Carmel by the Sea, CA			Closed

24212	Design Review	DR 24212 (Carmel Classics)	One	Repairing or Rebuilding in kind the display case at the Carmel Classics Entrance	NE Corner of Ocean Ave. and Dolores St. Carmel by the Sea, CA	7/22/2024		In Review
24211	Design Review	DR 24211 (Scandia Lopez LP/Hakim)	Two	Revision to previously approved DR 21-327 to add 140sf of floor area to residential apartment space.	Dolores 4 NE of 7th	7/10/2024		In Review
24210	Temporary Use Permit	TUP 24210 (Grasing's Restaurant)		The City's Municipal Code (CMC 17.14.050.I) allows up to four temporary events per site per year, subject to approval by the Community Planning & Building Director. On behalf of the Director, Staff approved a request for a temporary event at Grasing's Restaurant, located at the northwest corner of Mission Street and 6th Avenue, subject to the following conditions: 1) This temporary event approval is for Saturday, July 20, 2024, from 7 p.m. to 10 p.m. 2) This temporary event approval includes a vocalist and acoustic guitarist, with a small speaker and microphone to play music, in the restaurant's enclosed rooftop dining area. 3) Music shall not be audible outside of the restaurant to the extent that it disturbs occupants of adjacent properties. 4) At no time shall the dining space exceed its posted building occupancy. This is the second event for the 2024 calendar year. Please direct any questions about this event to Marnie R. Waffle, AICP, Principal Planner at (831) 620-2057 or mwaffle@cbts.us.	NW Corner of 6th & Mission Street	7/10/2024	7/17/2024	Approved

24209	Design Study	DS 24209 (Hermle-Collins)	Two	ASSOCIATED PERMIT PSA 24019. Demolition of Existing 1,091 sq. ft. Single-Family Residence and 270 sq. ft. Detached Garage. Project includes a Lot-Line Adjustment of the Existing 60' x 100' (6,000 sq. ft.) Lot. The North Property Line is Shifted to the South 11'-0" to create the Proposed 49.0' x 100' (4,900 sq. ft.) Lot. Construction of a New Two-Story, 1,852 sq. ft., Single-Family Residence with 250 sq. ft. Detached garage and Includes: New Driveway to Replace Existing, New Wood Pavers, New Wood Decks with Jacuzzi in Backyard, New Green, Planted Roofs, New 160 sq. ft. Roof Deck , New Wood Fencing, New Landscaping	Mission Street 2 NE of First Ave, Carmel-by-the-Sea	7/9/2024		In Review
24208	Design Study	DS 24208 (Hermle-Collins)	Two	ASSOCIATED PERMIT PSA 24020. Demolition of Existing 1,384 sq. ft. Single-Family Residence, 209 sq. ft. Carport, and Existing Decks. Project includes a Lot-Line Adjustment of the Existing 40' x 100' (4,000 sq. ft.) Lot. The North Property Line is Shifted to the South by 18" and the South Property Line is Shifted to the South 11'-0" to create the Proposed 49.5' x 100' (4,950 sq. ft.) Lot. Construction of a New Two-Story, 1,852 sq. ft., Single-Family Residence with 250 sq. ft. Detached garage and Includes: New Driveway to Replace Existing, New Flagstone Pavers, New Wood Entry Deck, New Green, Planted Roofs, New 175 sq. ft. Roof Deck with Walkway, New Wood Fencing, New Landscaping.	Mission Street 3 NE of First Ave, Carmel-by-the-Sea	7/9/2024		In Review
24207	Design Study	DS 24207 (Hermle-Collins)	Two	ASSOCIATED PERMIT PSA 24021. Demolition of Existing 1,064 sq. ft. Single-Family Residence, 257 sq. ft. Carport, and Existing Decks. Project includes a Lot-Line Adjustment of the Existing 40' x 100' (4,000 sq. ft.) Lot. The South Property Line is Shifted to the South by 18" to create the Proposed 41.5' x 100' (4,150 sq. ft.) Lot. Construction of a New Two-Story, 1,855 sq. ft., Single-Family Residence with 247 sq. ft. attached garage and Includes: New Driveway to Replace Existing, New Stone Garden Walls, New Stone Paver Entry Walk, New Stone Outdoor Gas Fireplace, New 145 sq. ft. Upper Level Deck, New Wood Fencing, New Landscaping	Mission Street 4 NE of First Ave	7/9/2024		In Review
24206	Design Study	DS 24206 (Carmel Beach Hotel)	One	Previously approved Deck on BLD A room #2 is being resubmitted with a design modification	San Antonio bet 12th-1th Ave.			In Review

24205	Design Study	DS 24205 (Vardell)	One	Replace existing 3ft tall grape-stake fence on Southern side of property with 6 ft tall grape stake fence (to match Northern side fence) approximately 20 ft long	Scenic 3 NW of 8th	7/9/2024		Corrections Required
24204	Design Study	DS 24204 (Esperanza Carmel, LLC)	One	Track 1 Design Study with Phase II Historic Evaluation	26336 Scenic Road, Carmel-by-the-Sea, CA 93923	7/5/2024		In Review
24203	Design Study	DS 24203 (Faia)	One	This is the Master Permit and one (1) of three (3) total permits for the same project. Other associated permits: DS 24216 & DS 24217 (Faia). 1. 010101021- REPLACE EXISTING WOOD SHAKE ROOF WITH CLASS "A" STANDING SEAM METAL ROOF with NEW LEAF GUARD GUTTERS AND DOWNSPOUTS. 2. 010101021-REPLACE EXISTING STUCCO AT CHIMNEY AND EXTERIOR ENTRY NICHE WITH CARMEL STONE. 3. 010101021- REPLACE ALL EXISTING WINDOWS AND EXTERIOR DOORS PER WINDOW/DOOR SCHEDULE. 4. 010101021-EXTEND EXISTING 3'-2" WIDTH SITE ENTRY STEPS TO 4'-0" WIDTH WITH RAILING. 5. 010101021- REMOVE EXISTING 6' TALL FENCE ON STREET FACING CORNER AND REPLACE WITH NEW 6' TALL WOOD FENCE. 6. 010101021-INSTALL NEW 4' TALL WOOD FENCE ALONG TORRES STREET SIDE. 7. 010101021-INSTALL SITE WALL SHORTER THAN 36" ON BOTH SIDES OF DRIVEWAY. SEE SITE PLAN. 8. 010101021-REPLACE A/C DRIVEWAY WITH PAVERS. (CHANGE FROM IMPERVIOUS TO PERVIOUS) 9. NO CHANGES TO BUILDING FOOTPRINT OR ROOF HEIGHT OR SHAPE ARE BEING PROPOSED.	North East Corner of Torres and 2nd Ave	7/3/2024		Corrections Required
24202	Design Study	DS 24202 (Scherer)	One	Project consists of a 212 S.F. Kitchen Remodel. Including, replacement of existing vinyl window in kitchen and (5) dining room windows (not part of original construction).	s.w. corner of Lincoln and 10th ave	7/15/2024		Corrections Required

24201	Design Review	DR 24201 (Esperanza Carmel Commercial - Wagner Bldg.)	One	The addition of an outdoor terrace connected to the existing balcony of the southern apartment on the 2nd floor for the building. The terrace would be located over the roof of the adjacent single story commercial building located on the adjacent parcel to the south owned by the same entity. The parcel number for the adjacent property 010-191-001-000.	Lincoln 2 SW of Ocean	7/2/2024		In Review
24200	Design Study	DS 24200 (Lawler)	One	This approval of Design Study (DS 24200 (Lawler)) authorizes amendments to existing Design Study Approvals (DS 21-212) for alterations to an existing single-family residence located on San Antonio, 3 NW Santa Lucia in the Single Family Residential (R-1) District with an active building permit (BP 21-478). The modifications approved under this Design Study include: 1. Reducing the height of the existing Carmel stone wall; 2. Refinishing the wall with light bluestone veneer to match residence; 3. Constructing a new pedestrian wood gate, matching existing main gate. Alterations not expressly listed in this authorization are not permitted. The project shall be consistent with the plans dated approved by Community Planning & Building Department on July 26, 2024, unless modified by the conditions of approval contained herein. New Wall Height and Finish, New Pedestrian Gate Through Wall	San Antonio, 3 NW Santa Lucia	7/2/2024	7/26/2024	Approved
24199	Design Study	DS 24199 (Mandernach)	Two	1. NEW SECOND STORY ADDITION & NEW ROOF LINES TO AN EXISTING SFD 2. NO TREE REMOVAL & GRADING	Guadalupe, 2 N/E of 1st	7/1/2024		In Review
24198	Design Study	DS 24198 (De Caussin)	One	ASSOCIATED PERMIT: DS 23-019. No changes to FAR or site coverage calc's. Replace windows, door, kitchen cabinets, appliances, add window to closet, modify upper terrace railing, dormer massing increased by 3", replace existing DG driveway and add mulch, remove existing brick edging and add mulch, new paint colors.	Carmelo 2NE of 8th	7/10/2024		In Review

24197	Design Study	DS 24197 (Bergere)	One	project for alteration to a Single-Family Residence including; 1. Repainting the South side of the house the same as the existing color; 2. Replacing the doors to the South side of the Garden Shed in kind with no changes in color or appearance; 3. Replacing the man door to the Garage in kind with no changes in color or appearance; 4. Repainting the South side of the Garage the same as the existing color. Any changes other than what has been outlined in the authorization are not permitted. The authorization is for the alterations to an existing single-family residence	Lopez 10 NW of 4th	7/1/2024	8/1/2024	In Review
24196	Design Review	DR 24196 (Comfort Inn Carmel)	One	Reroof, Remove existing cedar wood shake, internal CertainTeed Presidential TL shake/charcoal Blk, new underlayment, new flashings. See attached Page 3 of application titled "Project Description"	NWC Ocean & Torres	7/1/2024		Corrections Required

Total Records: 41 **8/2/2024**

Attachment 2

Business License Report

07/01/2024 - 07/31/2024

Entity #	Application Type	Business Name	Business Description	Location	Date Received	Date Approved	Status
24038	Location Change	The Weston Gallery, Inc.	Private Art Consultant	2 SW of Fourth Avenue on Junipero Street, Suite 2	7/30/2024		In Review
24037	New Business	Studio Florencia	Hair Salon-offer beauty, hair and scalp services, color, styling, treatments, hair loss solutions, retail products	16 Seventh Ave	7/25/2024		
24036	New Business	Sea Blush Studios	Office for interior design business	2 NW San Carlos & 8th, Suite 1N	7/16/2024		Final Inspection Pending
24035	Business Name Change	Pangaea On Ocean Ave	Full service restaurant	N/5 Ocean Bet Lincoln & Dolores	5/24/2024	7/22/2024	Approved
24034	New Business	Jared Lee Phillips, LPCC	Mental Health counseling for individuals, couples, families	Warren Building, SW corner Ocean & Misison	7/8/2024	7/24/2024	Zoning Clearance Issued
24033	New Business	Maui Fine Jewelry - Carmel By The Sea, LLC	Jewelry Retail Business	Ocean Ave., Carmel, CA 93921	7/1/2024		VOID - DUPLICATE
24032	New Business	Maui Fine Jewelry - Carmel By The Sea, LLC	Jewelry Retail Business	Ocean Ave. 2 Northeast of Lincoln, Carmel, CA 93921	7/1/2024	7/23/2024	Zoning Clearance Issued

Total Records: 7 **8/2/2024**

Building Permit Report

07/01/2024 - 07/31/2024

Permit #	Date Submitted	Date Approved	Project Description	Valuation	Permit Type	Property Location
240349	7/31/2024		Rebuilding and expand existing front deck. Rebuild stairs and deck as necessary. Remove non-conforming site coverage. No changes to existing drainge.	30,000	Building	Carpenter 4 NE of 3rd
240348	7/30/2024		Repair of exterior staircase.	7,000	Building	SE Corner of Flanders and Crespi
240347	7/30/2024		Remove tub/shower and replace with curb shower.	14,500	Building	Carpenter 3 NE of 5th
240346	7/30/2024		Tear off existing comp. shingle roof and install new 30yr. comp. architectural shingle on main dwelling, detached garage and shed.	17,540	Roofing	NE Corner of 1st & Santa Fe
240345	7/30/2024		Install one electrical storage battery (13.5kwh).	7,000	Electrical	Junipero 3 NE of 11th
240344	7/30/2024		Replace roofing, replace all windows, remove existing wood deck and driveway pavers and replace with paver patio and paver driveway strips. Remodel entire 1,619sf interior and install fire sprinklers.	350,000	Building	San Antonio 2 SE of 10th
240343	7/25/2024	7/25/2024	Update to HVAC and interior electrical to complete home inspection punchlist.	25,000	Building	SW Corner of Monte Verde & 7th
240342	7/25/2024	7/26/2024	Remove existing wood shake roof and install new CertainTeed Presidential TL comp shingles in color "Autumn Blend".	40,000	Roofing	San Carlos 3 NE of 2nd
240341			Plug & Play 120V Hot Tub	0	Exempt Work	Courtyard patio
240340	7/24/2024		Installation of new lap siding over existing rough sawn siding	10,400	Building	Dolores 3 SW of 3rd

240339	7/24/2024	7/24/2024	Remove existing 2,638sf wood shake roof and replace with new CertainTeed Presidential TL roof in color "Autumn Blend".	35,450	Roofing	SE Corner of Mountain View and Torres
240338	7/24/2024		Renovation of kitchen and bathroom. Replacement of interior doors, addition of new curbless shower and replacement of two toilets to accommodate water credits.	100,000	Building	NE Corner of San Carlos & 8th, Unit 4
240337	7/22/2024	7/23/2024	Addition of stone veneer to existing residence chimney.	12,000	Building	Lopez 8 SE of 2nd
240336	7/19/2024		Construct Tie-Back Retaining Wall.	70,000	Building	Vizcaino 8 SW Mountain View
240335	7/19/2024	7/19/2024	Tear off existing wood roof on the main residence and garage. Install new underylayment and 2,200sf or new CertainTeed Presidential TL roofing in color "Country Gray".	51,404	Building	10th 2 NE of Casanova
240334	7/19/2024		Master Bath Interior Remodel	27,931	Building	11th 2 SE of Lincoln
240333	7/17/2024	7/17/2024	Repaint exterior of single family residence. New color to be Louisberg Green with green trim.	0	Exempt Work	Ocean 2 NW of Casanova
240332	7/17/2024		Structural repairs to water damaged ceiling/floors beneath tile deck.	18,000	Building	San Antonio 2 SW of 7th
240331	7/17/2024	7/17/2024	Tear off existing roof system, prep and install a new tar and gravel 4-ply built up roof system with 1/4" gravel ballast in the color "Grey", approximately 1,500sf.	22,115	Roofing	1st 3 SW of Torres
240330	7/17/2024		Construction of a new 791sf ADU	276,850	Building	NE Corner of Sterling & Perry Newberry

240329	7/17/2024		Partial demolition (875sf), remodel, and 1,040sf addition of an existing 2,301sf single family residence to be 2,466sf. Full demolition of an existing 479sf garage and 464sf studio above garage. Construction of a new attached 478sf two-car garage. New outdoor gas fire pit, patio, generator, and portable hot tub. Existing garden walls in the right-of-way to be removed and replaced with asphalt curbs. Wood framing of existing west wall to remain.	845,550	Building	NE Corner of Sterling & Perry Newberry
240328	7/17/2024	7/22/2024	Remove composition shingles and install new Malarkey Vista 40 year shingles in color "Weathered Wood".	140,000	Roofing	SW Corner of Santa Rita & 2nd
240327	7/16/2024	7/30/2024	Remove and replace 75 gallon water heater with new Bradford White water heater.	5,500	Plumbing	SW Corner of Junipero & 5th
240326	7/11/2024	7/16/2024	Run gas line to outdoor firepit.	8,000	Plumbing	Casanova 3 NW of 11th
240325	7/10/2024	7/10/2024	Reroof of the main house and garage. Tear off existing wood shake roof, install new underlayment, install new Certainteed Landmark TL composition shingles in color Country Grey.	43,020	Roofing	Carpenter 3 NE of 1st
240324	7/10/2024		Install a 2 way cleanout and a backwater vlave.	4,709	Plumbing	25975 Junipero Ave Carmel CA
240323	7/9/2024		40 s.f. Bathroom remodel and Kitchenette cabinet/plumbing replacement	17,500	Building	Guadalupe 3 SW of 2nd
240322	7/8/2024	7/9/2024	Remove and replace 500sf cedar shingle roof with new cedar shingle roof on guest unit.	4,000	Roofing	Lincoln 2 SE of 12th
240321	7/8/2024	7/8/2024	Tear off (e) wood shake roof and install new Class A heavy shake roof to replace.	47,000	Roofing	Camino Real 4 SE of 7th

240320			Revisions to previously approved building permit #240022. 1. Change Doors #4, 5A, 6 to Double French Doors. Change Door #12 from Window to double French Door, Change Door #7 to New Window	0	BP Revision	Monte Verde 3 NW of 11th Carmel-By-The-Sea CA 93921
240319	7/8/2024		Remodel and addition to an existing residence. Exterior porch and bay window to be added on street elevation. New bedroom wing to be added to rear of existing residence. Existing garage to be removed and rebuilt to become a bedroom. New garage to be added. No grading to occur at exterior of structure except to direct stormwater flow on property. Existing residence is 794sf and garage is 173sf. Proposed residence to be 1,542.82 sf and garage to be 244 sf.	550,000	Building	Guadalupe 3 SE of 3rd
240318	7/8/2024		Repipe 1 bathroom and Kitchen line.	8,473	Plumbing	San Carlos 7 NE of Santa Lucia
240317	7/3/2024		Interior & exterior remodel of an existing residence. Addition of a second story (359sf) to bring floor area from 1,440 to 1,799. Replace existing electrical, mechanical, and plumbing. Install new fire sprinklers.	825,000	Building	NW Corner of Carpenter & 4th
240316	7/3/2024	7/3/2024	Remove & Replace leaking water heater. Install new 40 gallon Bradford White water heater.	2,500	Plumbing	26005 Junipero
240315	7/3/2024		Replacing condensing package on the roof to repair walk-in fridge/freezer.	4,500	Mechanical	Flaherty's - Between Dolores & 6th Ave, San Carlos St
240314	7/2/2024		Retroactive permit for authorization of drainage system.	500	Building	San Carlos 4 SW of 10th

240313	7/2/2024	7/2/2024	Re-roof "like-for-like" composition shingle. New: CertainTeed Landmark Premium. Color - Max Def Weathered Wood.	35,000	Roofing	3055 Rio Rd
240312	7/2/2024	7/8/2024	Small garden renovation & construction of an outdoor natural gas fireplace veneered with Carmel Stone at the edge of the existing sitting area.	39,634	Building	SW Corner of Carmelo & 7th
240311	7/1/2024	7/2/2024	Remove existing cedar shake roof and roll roofing at low slope sections. Replace with new cedar shake roofing. Low slope sections to receive IB 60 mil PVC in color "Dark Bronze" roofing with adhered decorative aggregate in earth-tone/gray colors. All edge metals and flashings to be copper/dark bronze in color. No change to Ridge Heights, roof lines, eaves, etc..	35,000	Roofing	San Antonio 4 SW of 10th
240310	7/1/2024	7/3/2024	Remove (6) EV chargers and replace with (4) new EV chargers. Rv01 - Issued 7/22/24 - Eliminate 1 compact charging space to make room for ADA stall. Relocate charger from compact stall to same wall as other two chargers. Move panel and transformer to a separate part of the parking garage for improved working clearance.	14,475	Electrical	Carmel Plaza, Mission St & Ocean Ave

Total Records: 40 **8/2/2024**

Code Compliance Report

07/01/2024 - 07/31/2024

Case #	Case Date	Status	Location	Problem Description	Date Received	Date Closed
24097	7/23/2024	Open	SW Corner Monte Verde & 7th		7/22/2024	

Total Records: 1 **8/9/2024**

Transient Rental Report

01/01/2024 - 07/31/2024

Case #	Street	Status	Date Received	Last Status Date	Date Closed
24096	Torres	Closed	6/20/2024	6/21/2024	7/19/2024
24076	Monte Verde	Closed	4/19/2024	5/22/2024	5/22/2024
24069	Torres	Closed	3/8/2024	5/3/2024	5/3/2024
24067	Carmelo	Closed	2/26/2024	3/22/2024	3/22/2024
24051	Rio	Closed	2/8/2024	3/5/2024	3/5/2024
24049	8th	Closed	2/2/2024	2/20/2024	2/20/2024
24047	Lopez	Closed	1/29/2024	5/6/2024	6/5/2024
24046	2nd	Closed	1/30/2024	2/6/2024	6/12/2024
24045	Lobos	Closed	1/29/2024	3/6/2024	4/6/2024
24029	7th	Closed	1/16/2024	2/26/2024	2/26/2024
24028	Forest	Closed	1/16/2024	2/9/2024	2/9/2024
24027	Scenic	Closed	1/15/2024	2/8/2024	2/8/2024

Total Records: 12 **8/6/2024**

Attachment 2

Encroachment Permit Report

07/01/2024 - 07/31/2024

Permit #	Permit Type	Date Submitted	Project Description	Property Location	Date Issued	Status
240153	Temp Ench	7/30/2024	Installation of a new sewer lateral.	Dolores 3 NW of 13th	7/31/2024	Issued
240152	Temp Ench	7/30/2024	Replace sewer lateral using pipe bursting. CONDITION: Project seal shall be for the entire final patch. Coordinate with Public Works Department for implementation.	San Carlos 2 NW of 11th	8/1/2024	Issued
240151	Temp Ench	7/30/2024	PG&E to replace overhead transformer, pole & sidewalk guy. PG&E to remove overhead service and pull new service from existing #2 box. PM# 35348950.	Carmelo 5 NW of Ocean	7/31/2024	Issued
240150	Temp Ench	7/30/2024	Install new water service for fire supression system.	SW Corner of Lincoln & 5th	7/30/2024	Issued
240149	Temp Ench	7/30/2024	Pour foundation for detached garage. Reservation of two parking areas in front of property to accomodate.	Monte Verde 2 NW of 6th	7/30/2024	Issued

240148	Temp Ench	7/26/2024	Pressure washing of all sidewalks in the downtown district, from Junipero to Monte Verde and from 6th to 7th. Areas of priority intended to be completed before Car Week are: 1. South side of Ocean between Dolores and Lincoln (Bakery and Dametra), around the corner to Sadie's on Lincoln. 2. West side of Lincoln, about 30 feet from Ocean, around corner at South side of Ocean to Monte Verde. 3. South side of Ocean from San Carlos to Dolores Propose an early start time of 6 AM for bakery and coffee shop cleaning. No work will occur during Car Week, August 12-18. Work is authorized to begin at 6:00 AM on Tuesday, 8/6/24.	Junipero to Monte Verde, 6th to 7th	7/30/2024	In Review
240147	Temp Ench	7/24/2024	Full sewer lateral replacement, install BWV and SRV.	8th 2 NE of Santa Fe	7/24/2024	Issued
240146	Temp Ench	7/23/2024	Replace sewer lateral using pipe bursting.	Santa Rita 2 NW of 5th	7/23/2024	Issued
240145	Temp Ench	7/23/2024	Replace sewer lateral using pipe bursting.	Pine Ridge 2 SE of Forest	7/23/2024	Issued
240144	Driveway	7/23/2024	Remove existing crumbled ashpalt at the front of property, install a 15'x15' turf patch and a 20'x21' paver driveway. Install new sewer and water lines that run under the driveway.	Mission 3 SW of Alta	8/7/2024	Issued
240143	Perm Ench	7/22/2024	Permanent encroachment to authorize proposed storm drain outlet/bubbler box in public right-of-way along Casanova.	Monte Verde 4 SW of 8th		In Review
240142	Temp Ench	7/17/2024	5'x7' asphalt patch for CalAm. Job #1463	Lincoln 3 NW of 10th	7/17/2024	Issued
240141	Temp Ench	7/16/2024	Replace sewer lateral using pipe bursting.	Torres 6 NW of 8th	7/17/2024	Issued

240140	Temp Ench	7/16/2024	Replace sewer lateral using pipe bursting.	Mission 2 NW of 11th	7/17/2024	Issued
240139	Temp Ench	7/12/2024	Closure of sidewalk infront 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	7/12/2024	Issued
240138	Temp Ench	7/10/2024	Excavate 5'x5' bellhole over sewer main. Uncover failing portion of 6" main and cut out pipe. Replace pipe with 6" max adapters and backfill. CONDITION: Carpenter is asphalt over concrete. The final asphalt patch will need to be 6" thick compacted in two lifts of 3" .	NW Corner of Carpenter & 6th	7/12/2024	Issued
240137	Temp Ench	7/10/2024	Excavate 7'-5" bellhole over sewer main. Remove 3' section of failing main and install 6" pipe using max adapters. CONDITION: Carpenter is asphalt over concrete. The final asphalt patch will need to be 6" thick compacted in two lifts of 3".	SE Corner of Carpenter & 4th	7/12/2024	Issued
240136	Temp Ench	7/9/2024	Complete gas maintenance by excavating a 4'x5' bell hole. PM# 47041155. CONDITION: The concrete sidewalk needs to be poured back in-kind to match existing.	San Carlos 2 SE of 6th	7/12/2024	Issued
240135	Temp Ench	7/9/2024	Replace sewer lateral using pipe bursting.	Camino Real 2 NW of 10th	7/12/2024	Issued

240134	Perm Ench	7/8/2024	Legalize an existing installation of 48" wide DG pathway with 2 8"x8" redwood steps in the City right-of-way.	Casanova 8 NW of Ocean		Closed
240133	Temp Ench	7/8/2024	Closure of sidewalk and reservation of two parking stalls for demolition and construction staging directly in front of the construction project. Authorized construction fencing to extend to edge of sidewalk. Revised 7/26/24: Construction parking closure to include one space on the West side of Dolores, directly south of Picadilly Park. CONDITIONS: 1) The sidewalk closure shall be for authorized construction times only, or when material is in the right of way. Sidewalk shall be made open to the public outside of working hours. 2) "Sidewalk Closed Ahead" signs are to be posted and maintained at the sidewalk intersections on Dolores at all times. 3) ALL DUMPSTERS, EQUIPMENT, AND TRUCKS ARE REQUIRED TO BE REMOVED FROM THE SITE FROM AUGUST 14TH THROUGH AUGUST 16TH FOR CAR WEEK EVENTS. SIDEWALK SHALL REMAIN OPEN DURING THIS TIME.	Dolores 4 NE of 7th	7/16/2024	Issued
240132	Temp Ench	7/3/2024	Closure of Ocean Ave infront of Dametra restaurant and two parking spaces at the corners of the street to power wash.	SE Corner of Ocean & Lincoln	7/10/2024	Issued
240131	Temp Ench	7/2/2024	Closure of Santa Fe between 4th and 5th to facilitate construction vehicle access.	Santa Fe 2 SW of 4th	7/11/2024	Issued
240130	Temp Ench	7/1/2024	Project will install cable in the existing structure and do small trench to tie services to the customer	Intersection of San Carlos & 4th	7/2/2024	Issued

Total Records: 24 **8/9/2024**

Attachment 2

Tree Permit Report

07/01/2024 - 07/31/2024

Permit #	Permit Date	Permit Type	Location of Property	Description	Status	Approved Date
24176	7/1/2024	Tree Evaluation	NW Corner of 1st and Mission	Cypress	In Review	
24177	7/1/2024	Tree Evaluation	Mission 2 NE Vista, Carmel, CA 93921	Pine Tree Evaluation	Approved	7/1/2024
24178	7/1/2024	Tree Evaluation	Dolores 2 SE of 11th	Remove large dead oak right side of yard.	In Review	
24179	7/2/2024	Tree Evaluation	4Sw of 1st on Torres	1 oak, 12" in diameter	In Review	
24180	7/2/2024	Tree Removal/Pruning	Guadalupe St, 3SW of Third Ave	Removal of 1, small, dying pine tree	In Review	
24181	7/2/2024			VOID- DUPLICATE OF 24180	Closed	
24182	7/5/2024		Inside Sunset Center	Stump Removal Project	Approved	7/10/2024
24183	7/5/2024		Carmelo 2 NW of 7th	Stump Removal Project	Approved	7/10/2024
24184	7/5/2024		Mission 3 SE of 7th	Stump Removal Project	Approved	7/10/2024
24185	7/5/2024		Forest Theater Property- one at the parking lot entrance and one off Guadalupe inside the fence	Stump Removal Project	Approved	7/10/2024
24186	7/5/2024		Monte Verde 1 NW of 7th	Stump Removal Project	Approved	7/10/2024
24187	7/5/2024		Across Scenic 2 SW of 9th	Stump Removal Project	Approved	7/10/2024
24188	7/5/2024		San Carlos 1 SE of 9th	Stump Removal Project	Approved	7/10/2024
24189	7/7/2024	Tree Removal/Pruning	Torres 3 NW Eighth Ave	Tree removal	In Review	
24190	7/8/2024	Tree Removal/Pruning	NW Corner of Carmelo & 8th	1 Toyon, multi stem 4', 10', 12'	In Review	
24191	7/8/2024				In Review	
24192	7/8/2024				In Review	

24193	7/8/2024	Tree Evaluation	Lincoln 3SW of 13th	1 city oak remove 8 in limb over-hanging driveway; remove dead, dying pine tree in front yard, DBH 21"	In Review	
24194	7/8/2024	Tree Removal/Pruning	Casanova 3SW of 7th	3 large podicarpus left side of house	In Review	
24195	7/9/2024	Tree Removal/Pruning	Guadalupe 5 NW of 3rd (b/w 2nd and 3rd ave on west side)	The city owned large pine tree needs windsail reduction	In Review	
24196	7/11/2024	Tree Removal/Pruning	NE Corner of 4th and Guadalupe	EVALUATION- Oak? Dead suckers PRUNING- 3 Redwoods REMOVAL- Oak, 2 trunks ~6" diameters	In Review	
24197	7/12/2024	Tree Evaluation	Junipero 2SW of 10th	1 50' Eucalyptus Tree, 1 50' Acacia Tree, 1 20' dead tree (Cypress)	Approved	
24198	7/12/2024	Tree Evaluation	SW Corner of Torres and 8th	One Coast Live Oak 30 Ft high 40 ft wide spread	Approved	
24199	7/12/2024	Tree Evaluation	Lobo 4 SE of 2nd	EVALUATION- Monterey pine tree (1) 20 ft tall, shedding large branches. REQUEST TO REMOVE THE TREE	In Review	
24200	7/12/2024	Tree Removal/Pruning	Junipero 2SW of 10th	1 50' Eucalyptus Tree, 1 50' Acacia Tree, 1 20' dead tree (Cypress)	Approved	7/24/2024
24201	7/13/2024	Tree Evaluation	Casanova 3 SE of 10th	Single family homw	Approved	
24202	7/15/2024	Tree Removal/Pruning	Junipero 5 SE 8th, Carmel By The Sea, 93921	Tree removal	Approved	7/29/2024
24203	7/16/2024	Tree Evaluation	Carmelo 6SW of 2nd	EVALUATION: Remaining 3 mature oak trees to evaluate health for removal.	In Review	
24204	7/22/2024	Tree Evaluation	Monte Verde 3 SW of 4th	One Large Oak for removal	In Review	
24205	7/22/2024	Tree Evaluation	2790 Santa Lucia Ave.	EVALUATION: For removal- Pittosporum, approx. 25'	In Review	
24206	7/22/2024	Tree Removal/Pruning	Carmelo 2 NE of Ocean	1 25in Monterey pine. Remove dead limbs over driveway	In Review	

24207	7/22/2024	Tree Evaluation	Santa Rita 3 SW of 2nd	EVALUATION: Five Monterey Pine Trees	In Review	
24208	7/23/2024	Tree Removal/Pruning	Mission 3 NW of Santa Lucia	Prune Two (2) Pine trees.	Approved	7/25/2024
24209	7/23/2024	Tree Evaluation	26010 Ridgewood Rd.	EVALUATION: Safety of Torrey pine. Possibly for removal	In Review	
24210	7/24/2024	Tree Removal/Pruning	2 SE San Carlos on 2nd Avenue	Removal of dead oak tree	Approved	7/29/2024
24211	7/25/2024	Tree Removal/Pruning	Monte Verde 3rd SE 9th carmel by the sea ca 93921	Fire on 7-13-24 needs to be addressed before another fire starts Fire Hazard and Property damage on Driveway	In Review	
24212	7/26/2024	Tree Removal/Pruning	Lincoln 3 NE of 3rd	Please see attached list.	Approved	7/26/2024
24213	7/26/2024	Tree Removal/Pruning	SW Corner of Torres and 8th	One Coast Live Oak 30 Ft high 40 ft wide spread	Approved	7/31/2024
24214	7/29/2024	Tree Removal/Pruning	Santa Fe 4SW of 3rd	1 dead live oak in northwest corner of property	In Review	
24215	7/29/2024	Tree Evaluation	Guadalupe 3 SW of 3rd	House and yard with 4 trees, "Las Campanitas"	Approved	7/29/2024
24216	7/29/2024	Tree Removal/Pruning	torres 3 SW of Mountain View	Remove one dead oak tree along south property line	Approved	7/30/2024
24217	7/29/2024	Tree Removal/Pruning	SW Corner of San Carlos & Vista	N. Oak tree & E pine at pole is stressing the PG+E service entry conductor lines and other v/a from the utility pole riser, protective sleeve was requested (no response pge) for location all other trees that serve south property tree identifer branch above honda crv and entire line, pole, trees requires attention, pole located SW corner	In Review	
24218	7/29/2024	Tree Evaluation	End of 12th and E. Junipero	EVALUATION- Dead tree and 3 other REMOVAL- 1 dead oak on driveway by center island	Approved	7/31/2024

24219	7/29/2024	Tree Removal/Pruning	Casanova 3 SE of 10th	Single family homw	Approved	
24220	7/29/2024	Tree Evaluation	Dolores St. 2 NW 10th Ave	dying city tree that has fallen on cars and fences	In Review	
24221	7/30/2024	Tree Evaluation	Dolores 3 NW of 13 Avenue	010-171-004-000	In Review	
24222	7/31/2024	Tree Evaluation	SWC MonteVerde and 10th	Evaluate routine pruning of CITY trees	In Review	
24223	7/31/2024	Tree Evaluation	SW Corner of Casanova and 10th	Tree limbs of city tree are sitting on our roof.. Also there are several dead limbs lower down that need to be trimmed	In Review	

Total Records: 48 **8/9/2024**

Attachment 3

CITY OF CARMEL-BY-THE-SEA
Monthly Report

July 2024

Public Safety

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	**Paul Tomasi, Public Safety Director**
SUBMITTED ON:	August 13, 2024
APPROVED BY:	Chip Rerig, City Administrator

<u>AMBULANCE REPORT</u>

Summary of Carmel Fire Ambulance July Calls for Service

<u>AMBULANCE PERFORMANCE MEASURE</u>

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 July 2024 the ambulance was unable to meet the performance measure. The response time was 93% with (3) code-3 calls over 5 minutes.

49 Calls for service in CBTS Average response time: 3:28 min.
42 Code 3 calls for service –Three calls over 5:00 min.

7/02/24; San Carlos & 11th **(5:17 min);** - Delay due to distance
7/10/24; San Antonio & 14th **(6:19 min);** - Delay due to distance
7/22/24; 25945 Junipero St. **(5:58 min);** -Delay due to distance

<u>MONTEREY FIRE REPORT</u>

Summary of Monterey Fire July Calls for Service

<u>FIRE PERFORMANCE MEASURE</u>

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 July 2024 the fire department was unable to meet the performance measure. The response time was 92% with (5) code-3 calls over 5 minutes.

78 total calls for service in CBTS Average response time: 4:10 min.
63 total Code-3 calls –One call over 5:00 min.

7/2/24; Scenic Road & 11th **(6:17 min)-** Delay due to distance
7/05/24; Monte Verde & 3rd; **(5:02 min)-** Delay due to time of day

7/10/24; San Antonio & 13th (**6:36 min)-** Delay due to distance
07/11/24; Santa Fe & 5th **(6:18** min)- Delay due to traffic
7/25/24; Scenic & 8th **(6:15 min)-** Delay due to distance

BEACH FIRES

There were 3 illegal beach fires recorded during the month of July.

RESPONSE SUMMARY REPORT BY INCIDENT TYPE
27060 CARMEL-BY-THE-SEA
Alarm Date From: 07/01/2024 To: 07/31/2024

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
300-321 Series (EMS)						
Medical assist, assist EMS crew	7/20/2024 10:52 AM	240720-MNT05201	0:03:21	3RD AVE	JUNIPERO AVE	3
Medical assist, assist EMS crew	7/20/2024 5:28 PM	240720-MNT05212	0:03:43	5TH AVE	PERRY NEWBERRY WAY	3
Medical assist, assist EMS crew	7/20/2024 3:32 PM	240720-MNT05209	0:03:47	9TH AVE	CARMELO ST	3
Medical assist, assist EMS crew	7/29/2024 1:14 PM	240729-1320-MNT	0:03:52	MONTE VERDE ST	3RD AVE	3
Medical assist, assist EMS crew	7/29/2024 1:14 PM	240729-MNT05448	0:03:52	MONTE VERDE ST	3RD AVE	3
Medical assist, assist EMS crew	7/9/2024 7:17 PM	240709-MNT04895	0:04:13	SAN ANTONIO AVE	13TH AVE	3
EMS call, excluding vehicle accident with injury	7/13/2024 5:39 PM	240713-MNT05025	0:00:04	OCEAN AVE	DOLORES ST	3
EMS call, excluding vehicle accident with injury	7/4/2024 2:52 PM	240704-MNT04764	0:00:10	6TH AVE	MISSION ST	3
EMS call, excluding vehicle accident with injury	7/9/2024 11:38 AM	240709-MNT04879	0:00:47	SAN CARLOS ST	6TH AVE	3
EMS call, excluding vehicle accident with injury	7/9/2024 4:29 PM	240709-MNT04894	0:00:50	MONTE VERDE ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	7/3/2024 8:28 PM	240703-MNT04734	0:01:40	JUNIPERO AVE	6TH AVE	3
EMS call, excluding vehicle accident with injury	7/8/2024 11:26 AM	240708-MNT04848	0:01:52	JUNIPERO AVE	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	7/28/2024 9:15 AM	240728-MNT05417	0:01:59	MISSION ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	7/11/2024 5:08 PM	240711-MNT04953	0:02:00	LINCOLN ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/28/2024 9:12 PM	240728-MNT05429	0:02:18	JUNIPERO AVE	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/13/2024 2:10 PM	240713-MNT05016	0:02:31	DOLORES ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	7/1/2024 1:23 PM	240701-MNT04665	0:02:39	LINCOLN ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/5/2024 2:39 PM	240705-MNT04786	0:02:45	JUNIPERO AVE	5TH AVE	3
EMS call, excluding vehicle accident with injury	7/3/2024 8:28 PM	240703-2033-MNT	0:02:47	JUNIPERO AVE	6TH AVE	3
EMS call, excluding vehicle accident with injury	7/15/2024 11:02 PM	240715-MNT05085	0:02:53	SAN CARLOS ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	7/9/2024 11:26 PM	240709-MNT04903	0:02:58	LINCOLN ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	7/12/2024 11:30 PM	240712-MNT05000	0:03:01	CASANOVA ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	7/17/2024 3:02 PM	240717-MNT05119	0:03:02	5TH AVE	DOLORES ST	3
EMS call, excluding vehicle accident with injury	7/25/2024 7:39 PM	240725-MNT05361	0:03:03	4TH AVE	LINCOLN ST	3
EMS call, excluding vehicle accident with injury	7/30/2024 5:19 PM	240730-MNT05476	0:03:04	MONTE VERDE ST	3RD AVE	3
EMS call, excluding vehicle accident with injury	7/13/2024 12:19 PM	240713-MNT05012	0:03:26	FOREST RD	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/17/2024 9:14 PM	240717-MNT05130	0:03:27	4TH AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	7/25/2024 1:58 PM	240725-MNT05353	0:03:55	3RD AVE	SANTA FE ST	3
EMS call, excluding vehicle accident with injury	7/24/2024 3:15 PM	240724-MNT05321	0:03:56	LINCOLN ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/22/2024 8:44 PM	240722-MNT05274	0:03:58	25945 JUNIPERO ST		3
EMS call, excluding vehicle accident with injury	7/15/2024 11:06 AM	240715-MNT05055	0:04:00	SANTA FE ST	1ST 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	7/19/2024 9:39 PM	240719-MNT05186	0:04:39	CARMELO ST	11TH AVE	3
EMS call, excluding vehicle accident with injury	7/2/2024 10:16 AM	240702-MNT04682	0:04:42	1ST AVE	DOLORES ST	3
EMS call, excluding vehicle accident with injury	7/28/2024 4:26 PM	240728-MNT05425	0:04:51	OCEAN AVE	DEL MAR AVE	3
EMS call, excluding vehicle accident with injury	7/19/2024 7:52 PM	240719-MNT05185	0:04:58	SCENIC RD	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/24/2024 2:40 AM	240724-MNT05307	0:05:58	LINCOLN ST	12TH AVE	2
EMS call, excluding vehicle accident with injury	7/25/2024 12:29 PM	240725-MNT05348	0:06:15	8TH AVE	SCENIC RD	3
EMS call, excluding vehicle accident with injury	7/2/2024 3:25 PM	240702-MNT04691	0:06:17	SCENIC RD	11TH AVE	3
EMS call, excluding vehicle accident with injury	7/10/2024 1:58 PM	240710-MNT04913	0:06:36	SAN ANTONIO AVE	13TH AVE	3
		39	***0:03:20***			
322-399 Series (Rescues)						
Motor vehicle accident with no injuries.	7/27/2024 1:17 PM	240727-MNT05396	0:04:10	JUNIPERO AVE	VISTA AVE	3
		1	***0:04:10***			
400 Series (Hazardous Material)						
Gas leak (natural gas or LPG)	7/3/2024 10:58 PM	240703-MNT04740	0:07:13	SAN CARLOS ST	7TH AVE	2
Electrical wiring/equipment problem, other	7/5/2024 8:20 PM	240705-MNT04799	0:05:02	MONTE VERDE ST	3RD AVE	3
Power line down	7/11/2024 8:54 AM	240711-MNT04934	0:06:18	SANTA FE ST	5TH AVE	3
Arcing, shorted electrical equipment	7/13/2024 8:51 AM	240713-MNT05006	0:01:14	MONTE VERDE ST	9TH AVE	3
		4	***0:04:57***			
500 & 600 Series (Service Calls)						
Person in distress, other	7/5/2024 9:39 PM	240705-MNT04801	0:04:23	DOLORES ST	1ST AVE	3
Person in distress, other	7/23/2024 3:12 PM	240723-MNT05292	0:05:43	CARMELO ST	11TH AVE	2
Water or steam leak	7/26/2024 4:10 PM	240726-MNT05375	0:03:10	LINCOLN ST	4TH AVE	2
Water or steam leak	7/11/2024 12:51 AM	240711-MNT04927	0:03:28	OCEAN AVE	LINCOLN ST	3
Water or steam leak	7/25/2024 4:45 PM	240725-MNT05356	0:03:55	CARMELO ST	11TH AVE	2
Water or steam leak	7/2/2024 8:53 PM	240702-MNT04707	0:04:50	OCEAN AVE	SCENIC RD	2
Water or steam leak	7/9/2024 8:28 AM	240709-MNT04877	0:08:22	SCENIC RD	13TH AVE	2
Assist police or other governmental agency	7/17/2024 10:50 PM	240717-MNT05131	0:02:22	JUNIPERO AVE	7TH AVE	3
Public service	7/26/2024 5:26 PM	240726-MNT05378	0:03:14	DOLORES ST	OCEAN AVE	2
Public service	7/18/2024 1:50 PM	240718-MNT05151	0:04:35	SAN ANTONIO AVE	11TH AVE	3
Assist invalid	7/9/2024 9:20 PM	240709-MNT04898	0:06:30	SAN ANTONIO AVE	13TH AVE	2
Assist invalid	7/10/2024 12:32 PM	240710-MNT04912	0:07:45	SAN ANTONIO AVE	13TH AVE	2
No incident found on arrival at dispatch address	7/29/2024 8:58 PM	240729-MNT05456	0:01:52	SAN CARLOS ST	6TH AVE	2
No incident found on arrival at dispatch address	7/30/2024 4:20 PM	240730-MNT05475	0:01:56	JUNIPERO AVE	3RD AVE	3
No incident found on arrival at dispatch address	7/8/2024 4:14 PM	240708-MNT04860	0:02:51	LINCOLN ST	SANTA LUCIA AVE	3
No incident found on arrival at dispatch address	7/2/2024 8:40 PM	240702-MNT04706	0:03:55	MONTE VERDE ST	2ND AVE	3
No incident found on arrival at dispatch address	7/8/2024 5:36 PM	240708-MNT04862	0:04:14	LINCOLN ST	SANTA LUCIA AVE	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
500 & 600 Series (Service Calls) cont.						
No incident found on arrival at dispatch address	7/2/2024 2:52 PM	240702-MNT04689	0:04:22	SAN CARLOS ST	11TH AVE	2
Vicinity alarm (incident in other location)	7/15/2024 7:03 PM	240715-MNT05074	0:03:10	CARPENTER ST	3RD AVE	3
CO Investigation with no CO found	7/10/2024 10:05 PM	240710-MNT04922	0:03:59	OCEAN AVE	LINCOLN ST	3
		20	***0:04:14***			
700 Series (False Alarms)						
Smoke detector activation due to malfunction	7/23/2024 3:50 PM	240723-MNT05294	0:01:13	LINCOLN ST	5TH AVE	3
Smoke detector activation due to malfunction	7/11/2024 4:25 PM	240711-MNT04950	0:03:29	OCEAN AVE	DOLORES ST	3
Alarm system sounded due to malfunction	7/30/2024 8:19 AM	240730-MNT05465	0:03:00	4TH AVE	JUNIPERO AVE	3
Alarm system sounded due to malfunction	7/19/2024 9:45 AM	240719-MNT05167	0:03:14	DOLORES ST	4TH AVE	3
Alarm system sounded due to malfunction	7/26/2024 9:47 AM	240726-MNT05368	0:04:00	DOLORES ST	4TH AVE	3
Alarm system sounded due to malfunction	7/30/2024 3:56 AM	240730-MNT05463	0:04:02	MISSION ST	7TH AVE	3
Alarm system sounded due to malfunction	7/17/2024 1:58 AM	240717-MNT05105	0:04:16	SW 4TH AVE	JUNIPERO AVE	3
CO detector activation due to malfunction	7/24/2024 7:50 PM	240724-MNT05329	0:03:34	CASANOVA ST	13TH AVE	2
Smoke detector activation, no fire - unintentional	7/25/2024 5:07 AM	240725-MNT05338	0:04:59	GUADALUPE ST	4TH AVE	2
Alarm system activation, no fire - unintentional	7/15/2024 8:24 PM	240715-MNT05080	0:01:02	OCEAN AVE	SAN CARLOS ST	3
Alarm system activation, no fire - unintentional	7/1/2024 3:02 PM	240701-MNT04669	0:01:49	SAN CARLOS ST	8TH AVE	3
Alarm system activation, no fire - unintentional	7/12/2024 7:19 PM	240712-MNT04995	0:02:55	CARMELO ST	OCEAN AVE	3
Alarm system activation, no fire - unintentional	7/19/2024 4:57 PM	240719-MNT05177	0:03:16	2992 LASUEN DR		2
Alarm system activation, no fire - unintentional	7/11/2024 11:39 AM	240711-MNT04938	0:03:54	SAN CARLOS ST	7TH AVE	3
		14	***0:03:12***			

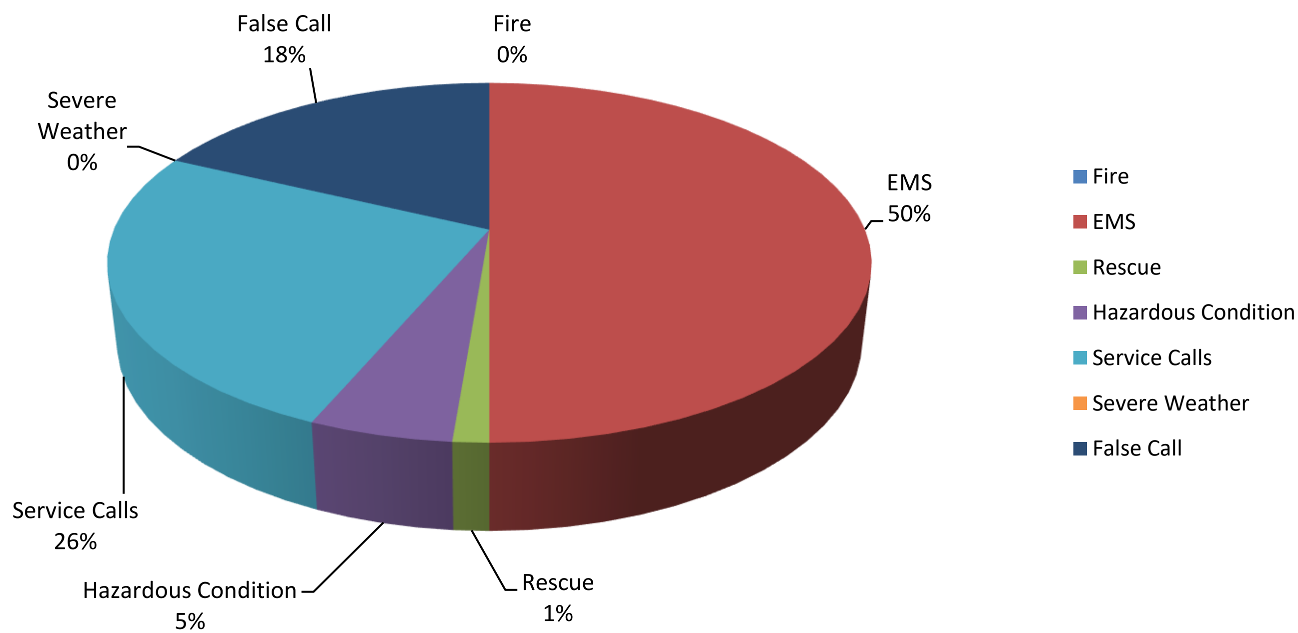
Over 5 Minute Response Times Cause of Delay: Code 3 Responses

240725-MNT05348 Delay due to distance
240702-MNT04691 Delay due to distance
240710-MNT04913 Delay due to distance
240705-MNT04799 Delay due to time of day
240711-MNT04934 Delay due to traffic

Code 2 Calls	**15**
Code 3 Calls	**63**
Total # of Incidents	**78**
% Under 5 Minute Response Time	**92%**

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

Type of Call	Number	Average Response Time
Fire	0	0:00
EMS	39	3:20
Rescue	1	4:10
Hazardous Condition	4	5:57
Service Calls	20	4:14
Severe Weather	0	0:00
False Call	14	3:12
Total Responses	78	4:10



Total Code 3 Calls: 63

Response Times for Code 3 Calls ≤ 5 minutes: 92%

RESPONSE SUMMARY REPORT BY INCIDENT TYPE
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE
Alarm Date From: 07/01/2024 To: 07/31/2024

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
300-321 Series (EMS)						
Emergency medical service incident, other	7/8/2024	240708-CFA00703	00:03:31	LINCOLN ST	SANTA LUCIA AVE	3
EMS call, excluding vehicle accident with injury	7/9/2024	240709-CFA00706	00:00:47	SAN CARLOS ST	6TH AVE	3
EMS call, excluding vehicle accident with injury	7/8/2024	240708-CFA00702	00:00:57	JUNIPERO AVE	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	7/9/2024	240709-CFA00709	00:01:13	MONTE VERDE ST	BTWN OCEAN AND 7TH	3
EMS call, excluding vehicle accident with injury	7/13/2024	240713-CFA00724	00:01:42	NE CORNER DOLORES	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	7/28/2024	240728-CFA00757	00:01:59	MISSION ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	7/30/2024	240730-CFA00771	00:02:10	MONTE VERDE ST	3RD AVE	3
EMS call, excluding vehicle accident with injury	7/9/2024	240709-CFA00713	00:02:22	LINCOLN ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	7/28/2024	240728-CFA00761	00:02:27	JUNIPERO AVE	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/20/2024	240720-CFA00739	00:02:28	5TH AVE	PERRY NEWBERRY WAY	3
EMS call, excluding vehicle accident with injury	7/13/2024	240713-CFA00723	00:02:31	DOLORES ST	2 NW 7TH AVE	3
EMS call, excluding vehicle accident with injury	7/2/2024	240702-CFA00676	00:02:33	1ST AVE	DOLORES ST	3
EMS call, excluding vehicle accident with injury	7/19/2024	240719-CFA00734	00:02:37	SCENIC RD	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/2/2024	240702-CFA00679	00:02:38	SCENIC RD	11TH AVE	3
EMS call, excluding vehicle accident with injury	7/20/2024	240720-CFA00738	00:02:41	9TH AVE	CARMELO ST	3
EMS call, excluding vehicle accident with injury	7/20/2024	240720-CFA00736	00:02:42	3RD AVE	JUNIPERO AVE	3
EMS call, excluding vehicle accident with injury	7/3/2024	240703-CFA00685	00:02:47	JUNIPERO AVE	6TH AVE	3
EMS call, excluding vehicle accident with injury	7/1/2024	240701-CFA00672	00:02:55	LINCOLN ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/11/2024	240711-CFA00722	00:03:00	LINCOLN ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	7/4/2024	240704-CFA00686	00:03:03	DEL MAR AVE	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	7/25/2024	240725-CFA00751	00:03:03	4TH AVE	AND LINCOLN ST	3
EMS call, excluding vehicle accident with injury	7/10/2024	240710-CFA00719	00:03:22	CARPENTER ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	7/9/2024	240709-CFA00711	00:03:28	SAN ANTONIO AVE	13TH AVE	3
EMS call, excluding vehicle accident with injury	7/30/2024	240730-CFA00770	00:03:40	JUNIPERO AVE	3RD AVE	3
EMS call, excluding vehicle accident with injury	7/29/2024	240729-CFA00764	00:03:41	MONTE VERDE ST	3RD AVE	3
EMS call, excluding vehicle accident with injury	7/10/2024	240710-CFA00716	00:04:07	SAN ANTONIO AVE	13TH AVE	3
EMS call, excluding vehicle accident with injury	7/17/2024	240717-CFA00727	00:04:09	4TH AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	7/19/2024	240719-CFA00735	00:04:14	CARMELO ST	11TH AVE	3
EMS call, excluding vehicle accident with injury	7/22/2024	240722-CFA00745	00:05:58	25945 JUNIPERO ST		3
EMS call, excluding vehicle accident with injury	7/2/2024	240702-CFA00677	00:03:08	LINCOLN ST	7TH AVE	2

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
300-321 Series (EMS) cont.						
EMS call, excluding vehicle accident with injury	7/24/2024	240724-CFA00746	00:05:00	LINCOLN ST	12TH AVE	2
		31	***0:02:56***			
322-399 Series (Rescues)						
Motor vehicle accident with no injuries.	7/27/2024	240727-CFA00752	00:02:43	JUNIPERO AVE	VISTA AVE	3
		1	***0:02:43***			
400 Series (Hazardous Material)						
Hazardous condition, other	7/10/2024	240710-CFA00718	00:03:46	OCEAN AVE	LINCOLN ST	3
Hazardous condition, other	7/18/2024	240718-CFA00731	00:04:17	SAN ANTONIO AVE	11TH AVE	3
Hazardous condition, other	7/5/2024	240705-CFA00695	00:04:55	MONTE VERDE ST	3RD AVE	3
Hazardous condition, other	7/11/2024	240711-CFA00721	00:03:27	OCEAN AVE	LINCOLN ST	2
		4	***0:04:06***			
500 & 600 Series (Service Calls)						
Public service assistance, other	7/2/2024	240702-CFA00678	00:05:22	SAN CARLOS ST	11TH AVE	3
Water or steam leak	7/2/2024	240702-CFA00681	00:01:58	OCEAN AVE	SCENIC RD	2
Assist police or other governmental agency	7/17/2024	240717-CFA00728	00:02:41	JUNIPERO AVE	7TH AVE	2
Assist invalid	7/28/2024	240728-CFA00759	00:03:37	OCEAN AVE	DEL MAR AVE	3
Assist invalid	7/10/2024	240710-CFA00715	00:06:19	SAN ANTONIO AVE	13TH AVE	3
Assist invalid	7/5/2024	240705-CFA00696	00:03:55	DOLORES ST	1ST AVE	2
Assist invalid	7/9/2024	240709-CFA00712	00:04:41	SAN ANTONIO AVE	13TH AVE	2
Smoke scare, odor of smoke	7/2/2024	240702-CFA00680	00:04:04	MONTE VERDE ST	2ND AVE	3
		8	***0:04:05***			
700 Series (False Alarms)						
False alarm or false call, other	7/29/2024	240729-CFA00766	00:01:56	SAN CARLOS ST	6TH AVE	3
False alarm or false call, other	7/1/2024	240701-CFA00673	00:03:09	SAN CARLOS ST	8TH AVE	3
False alarm or false call, other	7/19/2024	240719-CFA00732	00:03:09	DOLORES ST	4TH AVE	3
False alarm or false call, other	7/17/2024	240717-CFA00725	00:04:13	4TH AVE	JUNIPERO AVE	3
Alarm system activation, no fire - unintentional	7/30/2024	240730-CFA00767	00:04:56	MISSION ST	7TH AVE	3
		5	***0:03:29***			

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

240722-CFA00745 Delayed due to distance
240702-CFA00678 Delayed due to distance
240710-CFA00715 Delayed due to distance

Code 2 Calls	**7**
Code 3 Calls	**42**
Total # of Incidents	**49**
% Under 5 Minute Response Time	**93%**
Total Average Response Time	**0:03:28**

RESPONSE SUMMARY REPORT BY DISTRICT
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE
Alarm Date From: 07/01/2024 To: 07/31/2024

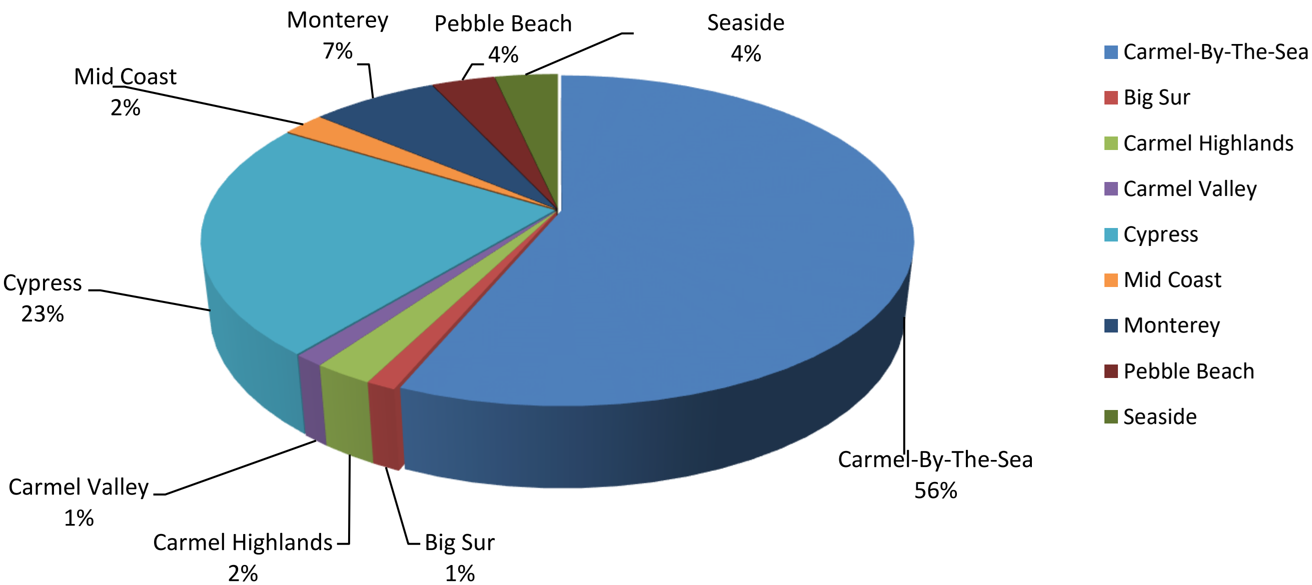
Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
BIG SUR						
EMS call, excluding vehicle accident with injury	7/6/2024	240706-CFA00699	01:13:07	37021 PALO COLORADO RD		3
		1	***1:13:07***			
CARMEL HIGHLANDS						
EMS call, excluding vehicle accident with injury	7/2/2024	240702-CFA00682	00:08:15	120 HIGHLAND DR		3
Search for person in water	7/5/2024	240705-CFA00691	00:11:03	86 YANKEE POINT DR		3
		2	***0:09:39***			
CARMEL VALLEY						
EMS call, excluding vehicle accident with injury	7/9/2024	240709-CFA00710	00:07:10	67 HACIENDA CARMEL		3
		1	***0:07:10***			
CYPRESS						
Medical assist, assist EMS crew	7/27/2024	240727-CFA00756	00:07:35	3772 THE BARNYARD		3
EMS call, excluding vehicle accident with injury	7/1/2024	240701-CFA00674	00:07:28	HWY 1	POINT LOBOS STATE RESERVE	3
EMS call, excluding vehicle accident with injury	7/2/2024	240702-CFA00675	00:05:35	3300-3329 RIO RD		3
EMS call, excluding vehicle accident with injury	7/4/2024	240704-CFA00687	00:02:28	24780 SANTA FE ST		3
EMS call, excluding vehicle accident with injury	7/4/2024	240704-CFA00689	00:11:50	24670 OUTLOOK DR		2
EMS call, excluding vehicle accident with injury	7/6/2024	240706-CFA00697	00:06:09	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	7/10/2024	240710-CFA00717	00:03:42	26135		3
EMS call, excluding vehicle accident with injury	7/17/2024	240717-CFA00726	00:04:40	26038 ATHERTON DR		3
EMS call, excluding vehicle accident with injury	7/20/2024	240720-CFA00737	00:09:28	24809 OUTLOOK CT		3
EMS call, excluding vehicle accident with injury	7/22/2024	240722-CFA00742	00:06:02	26545 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	7/24/2024	240724-CFA00748	00:04:20	26262 CARMELO ST		3
EMS call, excluding vehicle accident with injury	7/24/2024	240724-CFA00750	00:04:50	26262 CARMELO ST		3
EMS call, excluding vehicle accident with injury	7/28/2024	240728-CFA00762	00:05:46	3650 RIO RD		3
EMS call, excluding vehicle accident with injury	7/29/2024	240729-CFA00763	00:05:37	CARMEL RANCHO LN	CARMEL RANCHO SHOPPING CENTER	3
Motor vehicle accident with injuries	7/5/2024	240705-CFA00693	00:05:48	27720 HWY 1		3
Motor vehicle accident with injuries	7/24/2024	240724-CFA00749	00:04:15	HWY 1	MORSE DR	3
Motor vehicle accident with no injuries.	7/7/2024	240707-CFA00700	00:04:57	HWY 1	RIBERA RD	3
Search for person in water	7/5/2024	240705-CFA00694	00:11:12	AURORA DEL MAR	HWY 1	3
Public service assistance, other	7/9/2024	240709-CFA00707	00:06:06	1 POINT LOBOS STATE RESERVE		3
Public service assistance, other	7/28/2024	240728-CFA00760	00:03:43	3224 PICO AVE		3
		20	***0:06:05***			

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
MID COAST						
EMS call, excluding vehicle accident with injury	7/6/2024	240706-CFA00698	0:42:08	GARRAPATOS RD	PALO COLORADO RD	3
EMS call, excluding vehicle accident with injury	7/8/2024	240708-CFA00701	00:14:51	36584 HWY 1		3
		2	***0:28:30***			
MONTEREY						
EMS call, excluding vehicle accident with injury	7/2/2024	240702-CFA00683	00:10:00	1501 SKYLINE DR		3
EMS call, excluding vehicle accident with injury	7/18/2024	240718-CFA00729	00:10:42	198 MAR VISTA DR		2
EMS call, excluding vehicle accident with injury	7/18/2024	240718-CFA00730	00:12:37	1501 SKYLINE DR		3
EMS call, excluding vehicle accident with injury	7/22/2024	240722-CFA00744	00:08:48	LAKE DEL MONTE DR	TISDALE RD	3
EMS call, excluding vehicle accident with injury	7/27/2024	240727-CFA00753	00:08:00	6 VIA VENTURA		3
EMS call, excluding vehicle accident with injury	7/24/2024	240724-CFA00747	00:08:38	2020 DEL MONTE AVE		3
		6	***0:09:47***			
PEBBLE BEACH						
EMS call, excluding vehicle accident with injury	7/5/2024	240705-CFA00690	00:07:07	3212 PALMERO WAY		3
EMS call, excluding vehicle accident with injury	7/9/2024	240709-CFA00708	00:07:05	3347 ONDULADO RD		3
EMS call, excluding vehicle accident with injury	7/19/2024	240719-CFA00733	00:18:27	3047 SHERMAN RD		2
		3	***0:10:53***			
SEASIDE						
EMS call, excluding vehicle accident with injury	7/27/2024	240727-CFA00755	00:09:52	1100 CARSON ST		3
EMS call, excluding vehicle accident with injury	7/28/2024	240728-CFA00758	00:13:00	1152 SONOMA AVE		3
Person in distress, other	7/22/2024	240722-CFA00743	00:17:50	1630 NOCHE BUENA ST		2
		3	***0:13:34***			

Code 2 Calls	**4**
Code 3 Calls	**34**
Total # of Incidents	**38**
Total Average Response Time	**0:13:05**

CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT
JULY 2024
Response Summary Report by District Type

District Response	Number	Average Response Time
Carmel-By-The-Sea	49	0:03:28
Big Sur	1	1:13:07
Carmel Highlands	2	0:09:39
Carmel Valley	1	0:07:10
Cypress	20	0:06:05
Mid Coast	2	0:28:30
Monterey	6	0:09:47
Pebble Beach	3	0:10:53
Seaside	3	0:13:34
Total Responses	87	0:18:35



Total Code 3 Calls: 42

CFA Response Times for Code 3 Calls ≤ 5 minutes: 93%

July 2024 - City Clerk PRA Request Log

request number	Date Requested	10-day response date	14-day extension due date	records requested	requestor	date completed	notes
2024-78	7/1/2024	7/15/2024		All correspondence (letters, emails, voicemails, etc...) to/from members of the public or between staff relating to Permit LD 22-177 and the related property of 4 North San Antonio Ave (including any correspondence relating to the related tree removal application TR 23-017). Date range for the records sought is 5/11/2023- 7/1/2024.	Cody Phillips, Lombardo Law	7/18/2024	address is not complete, sent email to requester to clarify parcel location. Received clarification on 7/3/2024 (adjusted due date accordingly). Records sent 7/18/2024
2024-79	7/19/2024	7/29/2024	8/12/2024	Requesting all correspondence from the past 4 years (both internal and external) regarding the development of the property located at 3 SW of 13th Ave. on Camino Real Carmel-by-the-Sea, California 93921 APN: 010-284-003. This includes all correspondence to/from the State Department of Housing and Community Development regarding this project.	Cody Phillips, Lombardo Law Attachment 4		emailed requester 7/30/24 that deadline is extended 14 days to 8/12/24. Sent first batch of responsive records on 8/16/24, will continue to release records on a rolling basis.
2024-80	7/17/2024	7/29/2024		Your logs, electronic or otherwise, tracking all requests made of your agency pursuant to the California Public Records Act, between January 1, 2024 and June 30, 2024. These records should include, at a minimum, the identity and contact information of each requestor (to the extent that information was provider) along with the text of their request(s).	The Institute for Sunshine Law and Open Data	7/22/2024	records sent.
2024-81	7/18/2024	7/29/2024		PROJECT: MISSION TRAIL NATURE PRESERVE. BOND #30183506. Rio Road Across from Carmel Mission, Carmel-by-the-sea, CA, 9392. (Monterey County APN's: 009-341-008). General Contractor: Monterey Peninsula Engineering. Requesting copies of any and all payment bonds pertaining to the above-referenced project. Golden State has been invited to sell building materials to Expert Drywall Systems Inc for the above-referenced project/contract. Golden State has been informed that Monterey Peninsula Engineering is the general contractor on this job.	Laura Tamayo, Golden State Lumber	7/22/2024	records sent.
2024-82	7/22/2024	8/1/2024		Request a copy of your building permit logs since May 1, 2024, to present.	Rolex Domengiano	8/1/2024	records sent.

July 2024
Police Records Request Log

Request No.	Request Date	10-Day Due Date	Requestor	Info Requested	Status	Date Completed	Notes
2024-00001	7/1/2024 RT	7/11/2024	Janet Simon				
2024-00002	7/1/2024	7/21/2024	DSS	Arrest Report CG1100100	Completed	7/2/2024 ALI	Emailed 07/02/2024 ALI
2024-00003	07/04/24 mw	7/14/2024	Barbara Downey	CC2400198	Completed	7/4/2024 mw	picked up mw
2024-00004	7/8/24 RT	7/18/2024	Jessica Delgado	CG2400311	Completed	7/17/2024 DA	mailed by Da
2024-00005	7/9/24 RT	7/19/2024	Quyen Thi Phan	CA2400229	Completed	7/9/2024 RT	picked up RT
2024-00006	7/9/24 RT	7/19/2024	Phuoc Thi Kim Vo	CA2400229	Completed	7/9/2024 RT	picked up RT
2024-00007	7/10/2024	7/20/2024	Elizabeth Powers	APS Report	Denied	7/13/2024 DA	Requestor advised
2024-00008	7/20/2024	7/30/2024	Thang Bui (Postal Inspector)	CG2400272	Completed	07/21/2024 ALI	Emailed 07/21/2024 ALI
2024-00009	7/23/2024 RT	8/2/2024	Nallely Bernardino Mendez	CA 1900604	Completed	7/23/2024 RT	
2024-00010	07/23/2024 ALI	8/3/2024	Kamyar Medina Shareghi	CQ2000471	Completed	7/24/2024 ALI	Emailed 07/24/2024 ALI
2024-00011	07/29/2024 ALI	8/8/2024	Jay Clitheroe	CA2400350/ photos check received 08-06-24	Completed	8/7/2024 JK	mailed by JK 08/07/24 axon photos included
2024-00012	07/30/2024 mw	08/09/24	J MAC	arrest data January 2023	Completed	8/7/24 DA	emailed requestor
2024-00013	7/31/2024	8/9/2024	Rickey Carlsberg	CC2400243	Completed	8/8/2024	emailed requestor
2024-00014	8/8/2024 JK	8/18/2024	Lexis Nexis	CA2400252	Completed		mailed by DA
2024-00015	8/9/2024	8/19/2024	Fermin Sanchez	CG2400191	Completed		
2024-00016	8/12/2024	8/22/2024	Jose Mendoza Hernandes	CA2400375	Completed	8/13/2024	

Attachment 5

CITY OF CARMEL-BY-THE-SEA

Public Works Department
July 2024 Report

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert Harary, P.E., Director of Public Works
SUBMITTED ON:	August 13 2024
APPROVED BY:	Chip Rerig, City Administrator

City Council Meetings of July 8 and 9, 2024

- Adopted Resolutions 2024-051 and 2024-052, authorizing the City Administrator to execute Amendment No. 1 to the Professional Services Agreement (PSA) with 4 Leaf, Inc., and Amendment No. 2 to the PSA with Ausonio, Inc., both for Project Management Services to implement capital improvement projects, for a fee increase of $150,000 and $125,000, respectively, for Fiscal Year (FY) 2024/25.
- Adopted Resolution 2024-053 authorizing the City Administrator to execute a Construction Contract with California Constructors, in the amount, with a 15% contingency, of $183,310 for the City Hall Roof Replacement Project.
- Adopted Resolutions 2024-054, 2024-055, and 2024-056, approving Change Orders #4 and #5 for each of the City's three On-Call Tree Service Contractors to: true up actual expenditures for FY 2023/24, allocate $333,333 to each tree contractor for FY 2024/25, and allocate $229,200 for the City's on-Call Landscape Maintenance Services contractor for FY 2024/25.
- Chair of the Forest and Beach Commission, Kelly Brezoczky, supported by City Forester Justin Ono, presented the results of the Urban Forest Master Plan's Community Survey.

Forest and Beach Commission Meeting of July 11, 2024

- Approved the removal of one Monterey pine tree which was demonstrably damaging a house at the southwest corner of San Carlos Street and Eleventh Avenue.
- The City Forester presented the Forester's Report for June 2024.
- The Acting Public Works Director presented the Public Works Department Report for June 2024.

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

- Carmel Cares substantially completed landscaping of the last few islands for the Ocean Avenue Medians Landscaping Project, in time for the July 4th holiday. The project included boulders, grasses, plants, flowers, and mulch in all five medians.
- Permits were issued to Carmel Cares' contractors for the Scenic Pathway Hardscape capital improvement project. Located along the Scenic Road Pathway, the 1,000-foot-long barrier rail replacement/extension project was completed adjacent to Thirteenth Avenue, and the

contractor continues to complete the railing from Santa Lucia Avenue northward. Additional Pathway upgrades include pathway widening and installation of landscape borders.

- Volunteers continue to regularly pick up trash along Carmel Beach and in the downtown area.
- Collected and shipped 15,000 cigarette butts to Terracycle to convert into furniture.
- The Friends of Mission Trail Nature Preserve have been cleaning brush throughout the Preserve throughout the month of July

Environmental Programs

- Worked with the City's on-call consultant ecologist, Nikki Nedeff, to coordinate mowing by Public Works of Martin's Meadow in the Mission Trail Nature Preserve before the July 4th holiday. Mowing was required to reduce fire risk while complying with regulations associated with a special status plant species, the Hickman's onion.
- Conducted eight final stormwater inspections for private development projects throughout the Village.
- Attended the management meeting of the Monterey Regional Storm Water Management Program.

Facility Maintenance

- Based on the prior year's Electrical Panel Evaluations capital improvement project, a Contractor replaced the electrical panel in the Ocean Avenue median island, just west of Junipero Street. The prior panel was deemed unsafe. The new panel, while larger than before, meets building codes and PG&E requirements, and has room for future expansion.
- A contractor replaced a failing commercial roll-up door with a new roll-up door at the Public Works Garage for safety reasons.
- A contractor replaced the cracked skylight at the Upper Forest Hill Park restroom.
- A contractor substantially completed restoration of the front door of Flanders Mansion in compliance with historic restoration standards.
- Supported a vendor and IT with replacement of all four public 911 phones.
- Upgraded the garage lighting system at Flanders Mansion.
- At the Vista Lobos building, the broken toilet was replaced and flooring was upgraded for the multi-purpose room, and a window frame was reconstructed above.
- Additional panic alarms were installed at the Harrison Memorial Library Main, Park Branch Library, and Public Works.
- Replaced sheetrock at the Park Branch Library which was damaged by a plumbing leak.
- Replaced the ultraviolet filtration system for the fish pond at Devendorf Park.
- Repaired the drinking fountain drainage system at the Del Mar restroom.
- Replaced a faulty sump pump at City Hall.

Project Management for the Capital Improvement Program

<u>4 Leaf Projects:</u>

- For the Police Building Project, Council received a report from the Ad Hoc Committee and provided direction authorizing Indigo/Hammond+Playle Architects to proceed with one schematic design concept to rehabilitate and expand the existing building on-site to accommodate the programmatic functional needs of a contemporary police department.

<u>Ausonio, Inc. Projects:</u>

- For the City Hall Roof Replacement Project, Council awarded the construction contract to California Constructors. The Notice of Award was issued, and bonds and other contract documents were received for contract execution. Construction will start by late August.

- For the Sunset Center Cottage Window Repairs Project, two bids were received, and contract in the amount of $161,040, which includes a 10% contingency, to Pro-Ex Construction is recommended to be approved by the City Council at their August 2024 meeting.
- For the San Antonio Pathway Repair Project, Second to Fourth Avenues, ZFA Structural Engineers completed plans and technical specifications, and a building permit readiness review was conducted. Ausonio completed contract and bid documents, and the project was advertised for construction bids with a bid opening date set for August 29.
- For the Sunset Center Retaining Walls Repair Project, ZFA submitted 90% plans and technical specifications. This project is in review by Public Works and the Community Planning and Building Departments. Bidding is scheduled for this Fall.

<u>Wallace Group Projects:</u>

- For the FY 2023/2024 City-wide Paving Project, staff is reviewing a proposed contract amendment to incorporate this, and other paving projects, for the creation of the FY 2024/25 Conglomerate Paving Project as approved by the City Council under the FY 2024/25 Capital Improvement Program with a budget of $2.8M.
- For the Shoreline Infrastructure Repair Project, three proposals were received in response to the City's Request for Proposal seeking coastal engineering and environmental firms to design and acquire environmental permitting for the repair of two structurally-damaged beach access stairs, reconstruction of the Fourth Avenue seawall/outfall, and assess, prioritize, and provide cost estimates for all other shoreline infrastructure identified in the Coastal Engineering Study, Phase 1 Condition Assessment Report. The technical proposals will be reviewed by a selection committee.

<u>Additional Capital Improvement Projects:</u>

- For the Sunset Center Carpenter Hall Heating Replacement Project, the contractor completed installation just in time prior to the end of last fiscal year's deadline. The project was a bit more tedious than planned, but nonetheless, completed under budget.
- For Cal Am Water's Dolores Water Main Replacement Project, installation of the new water main is well underway, and will soon be followed by service lateral installations and connections to new meters. No impacts to tree roots to date.
- 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, the pre-construction meeting was held, and the contractor began the technical submittal project. However, during the mandatory, pre-construction biological survey, dusky footed woodrat middens were observed adjacent to several construction areas. A request to reduce the permit's 25-foot setback from the middens was submitted to the California Department of Fish and Wildlife (CDFW). Construction is now on hold pending direction from the CDFW.
- For the four City-wide Drainage Improvement Projects, Neill Engineers completed the plans and technical specifications, and staff prepared by bidding and contract documents. The project was advertised for construction bids with a bid opening date of September 5.

Street Maintenance

- Completed the Annual Traffic Painting Program by painting yellow center line stripes, curbs, and other markings along the City's roadways.
- Completed the installation of 10 dual trash and recycling ribbon cans in the downtown area. This was the last of the City's ribbon cans purchased in FY 2023/24.
- Using a rented skid-steered, spread beach sand to covered exposed boulders around the base of the Eighth and Ninth Avenue beach access stairs. The Ninth Avenue stairs were opened back up to the public.

- Hand-raked 12 tons of hot mix asphalt at 13 locations to repair pavement damaged by roots, restore road edges, and raise drainage berms.
- Repaired hillside erosion at two locations using 18 tons of gabion rock, filter fabric, topsoil, and jute netting.
- Repaired a sinkhole adjacent to the Fourth Avenue drainage channel at Casanova Street.
- Continued to fill in tree wells in the downtown area with decomposed granite, for safety reasons.
- Continued making priority sidewalk repairs at 13 locations.

Forestry, Parks, and Beach

- City Forester Justin Ono obtained an Urban and Community Forester certification from the Society of American Foresters.

Urban Forest Master Plan:

- City Forester and Administrative Analyst met with Davey Resource Group (DRG), who is compiling information from resident input received from the second community workshop. DRG is now scheduled to submit a second draft UFMP report for review in September with subsequent introduction to the Forest and Beach (F&B) Commission.
- Formulated a timeline for completion of remaining UFMP drafts and reviews. Notable upcoming events include joint meetings of the Steering Committee and F&B Commission, joint meeting of the F&B Commission and City Council, and a 3rd Community Workshop.

Contractors:

- In FY 2023/24, we spent $902,435 out of $925,000 on contracted tree services resulting in 97.6% budget utilization.
- Fully executed and issued new FY 2024/25 Change Orders to all three On-Call Tree Services contractors, awarding $333k to each.
- City tree contractors removed 1 dead tree and 4 stumps under contract Task Orders.
- Tope’s Tree Service removed a large patch of locust trees and brush obscuring views at the corner of Santa Lucia Avenue and Rio Road.
- Preparing new Task Orders to issue for tree work to be conducted throughout the Summer and into Fall.

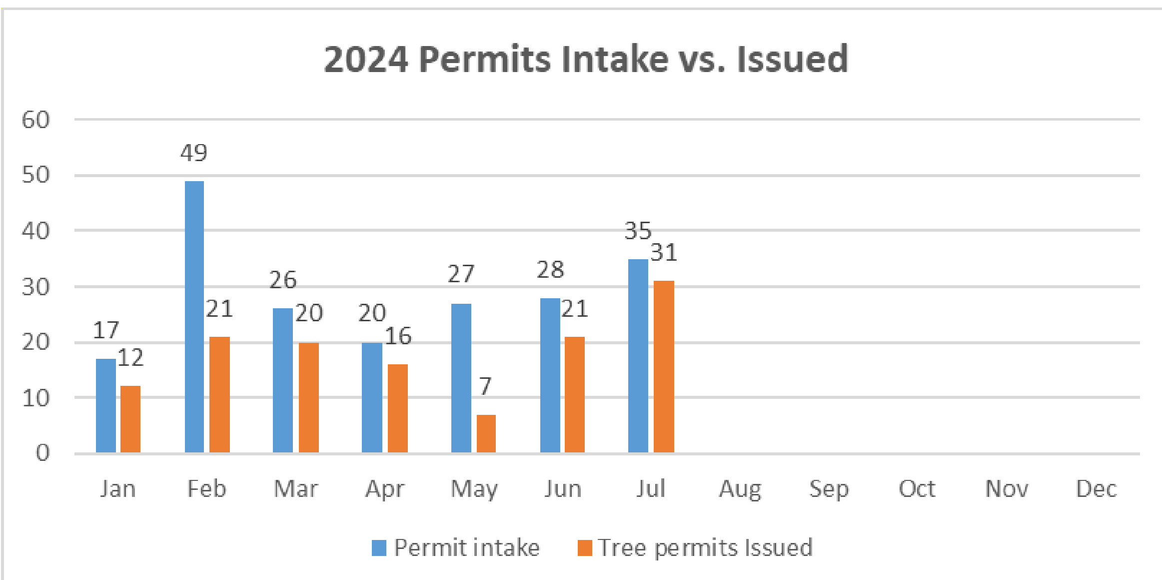
City Crews:

- Forestry crews pruned 22 trees, removed 9 dead or dangerous trees, planted 6 new trees, ground out 5 stumps, and picked up 7 piles of logs left behind by PG&E line clearing crews,
- Crews assisted ongoing maintenance efforts of the Friends of Mission Trail Nature Preserve in the Preserve by removing brush piles and supporting trail maintenance.
- Crews continued fuel management activities in the Upper Forest Hill Park by weed whacking and pruning trees along Camino Del Monte.

. Permit Information

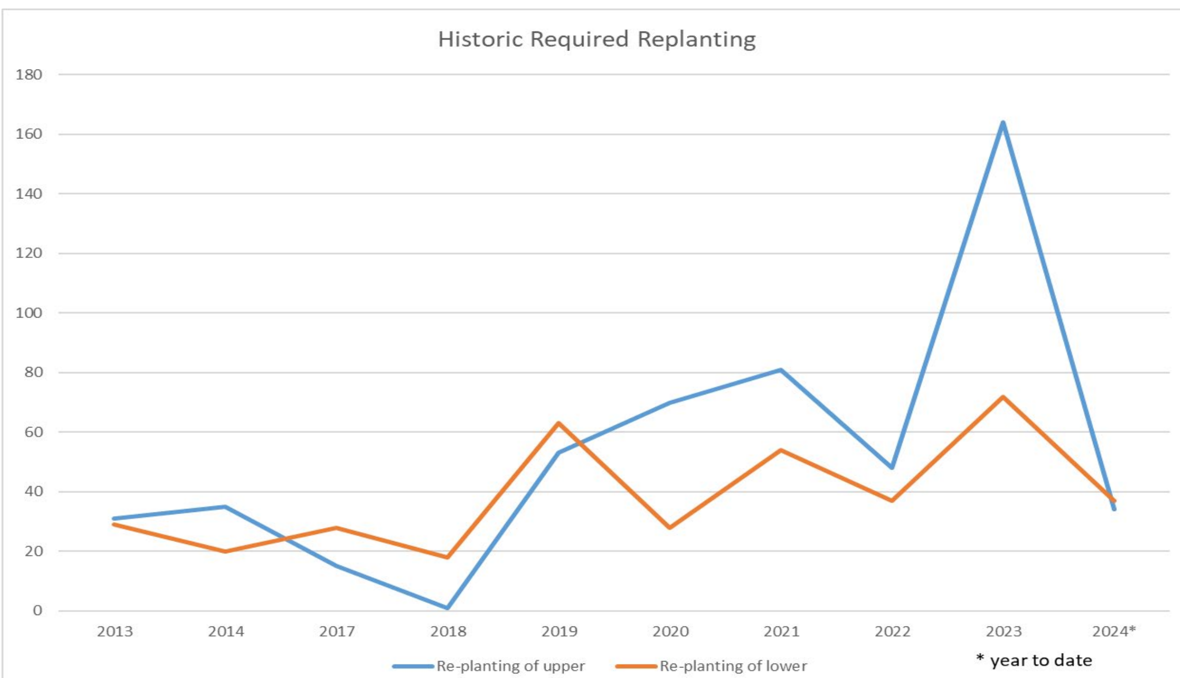
2024 Permitted removals, pruning, and required planting

	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	46	31	9	5	16	8	8	11	15	0	1	26
August												
September												
October												
November												
December												
2024 Totals	**213**	**128**	**32**	**43**	**116**	**57**	**59**	**34**	**37**	**2**	**14**	**71**

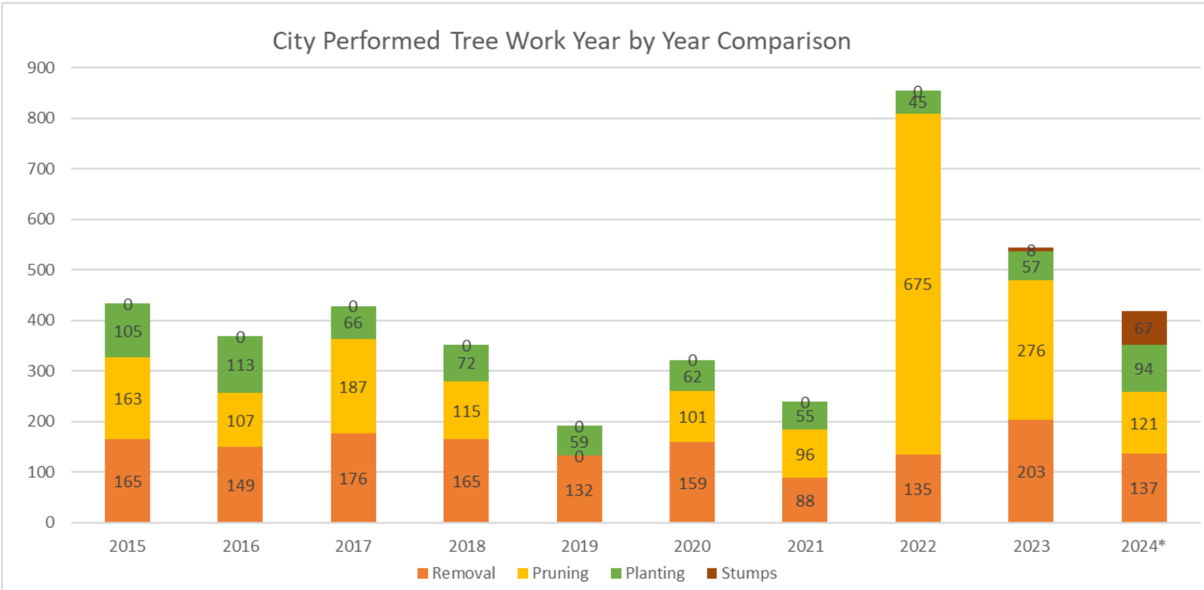


Historic permitted removals and required planting		
	Re-planting of upper	**Re-planting of lower**
2013	31	29
2014	35	20
2017	15	28
2018	1	18
2019	53	63
2020	70	28
2021	81	54
2022	48	37
2023	164	72
2024*	34	37
	*year to date	

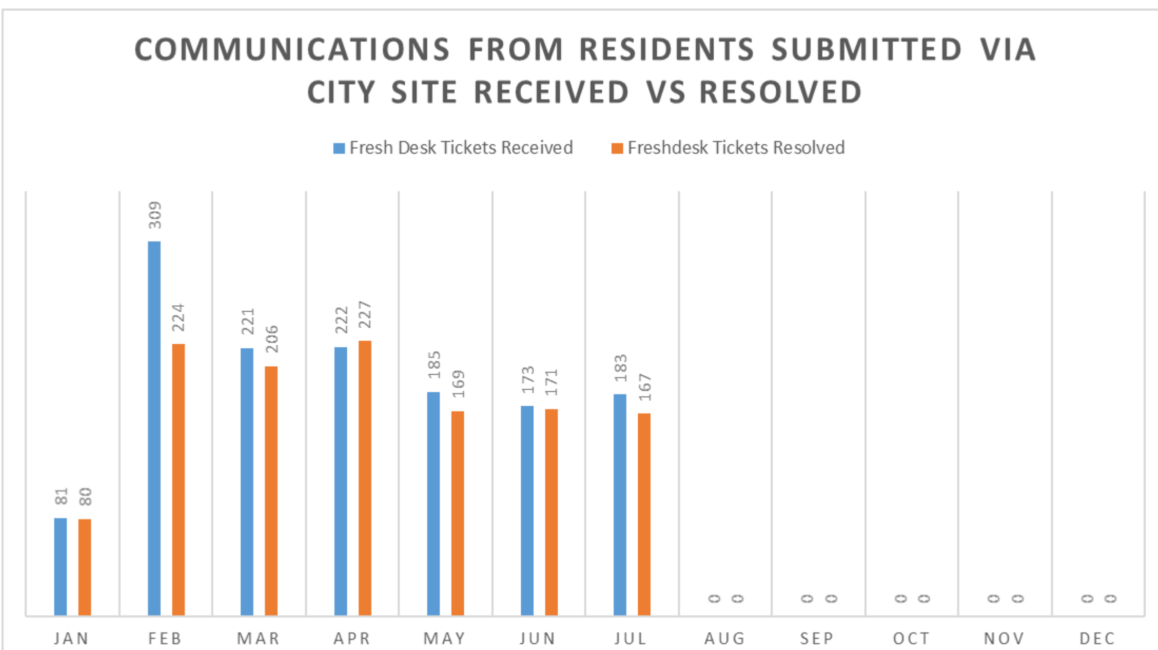
Historic permitted removals and required planting								
Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023	324	211	113	223	164	72	68.83%	336
2024	116	57	59	71	34	37	61.21%	213



City Forestry, Parks, and Beach Activities



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



*Numbers represent correspondences received via the City's website and do not incude live calls, voicemails, drop-in visitors, and emails sent directly to employees from residents, nor return calls and emails from staff.

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

September 9, 2024
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Jane Hogan, Accountant
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	July 2024 Check Register Summary

RECOMMENDATION:

Approve the check register for July 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 July 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 July 2024, totals $2,172,569.70.

PRIOR CITY COUNCIL ACTION:

Council ratified the June 2024 check register at the August 5, 2024 special council meeting.

ATTACHMENTS:

Attachment 1) July 2024 check register

July 2024 Check Register

Attachment 1

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 000 ___				
53874	Monterey County Superior Court	Citations collections- County June 2024	07/19/2024	5,525.00
		Total for Department: 000 ___		5,525.00
Department: 110 City Council				
53794	City of Carmel Petty Cash	Reimburse for expenses:Dog Day expenses	07/03/2024	31.00
53937	Carmel Chamber of Commerce	Leadership Carmel grant proceeds	07/26/2024	3,000.00
53938	Carmel Dance Festival	Grant FY 2024-25	07/26/2024	3,000.00
53940	Carmel Little League	Grant FY 2024-25	07/26/2024	3,000.00
53941	Carmel Residents Association	Grant FY 2024-25	07/26/2024	3,000.00
53942	Carmel Woman's Club, Inc	Grant FY 2024-25	07/26/2024	3,000.00
53943	Carmel Youth Center Inc	Grant FY 2024-25	07/26/2024	3,000.00
53946	Community Human Services	JPA Allocation FY 24-25	07/26/2024	19,175.00
53947	County of Monterey Auditor-Controller	LADCO Budget allocation 2024-2025	07/26/2024	17,569.16
53962	Monterey County Symphony	Grant FY 2024-25	07/26/2024	3,000.00
53968	Pacific Repertory Theatre	Grant proceeds:School of Dramatic Arts	07/26/2024	3,000.00
53972	Robinson Jeffers'Tor House Foundation	Grant FY 2024-25	07/26/2024	3,000.00
53978	Transportation Agency for Monterey County	Local agency contribution FY 24-25	07/26/2024	1,023.00
		Total for Department: 110 City Council		64,798.16
Department: 111 City Administration				
53789	Image Sales	Employee ID Badges	07/03/2024	24.16
53794	City of Carmel Petty Cash	Reimburse for expenses:Lunch for interview panel	07/03/2024	179.00
53799	Benefit Coordinators Corporation (BCC)	July 2024 Monthly Cobra Admin fee	07/03/2024	75.00
53800	Brandon Swanson	Reimburse:Employee appreciation expense/water bottles	07/03/2024	2,969.10
53828	Alhambra	Water service Ctiy Hall	07/19/2024	177.86
53831	AT&T	Telephone service citywide	07/19/2024	2,065.09
53841	Carmel Pine Cone	Legal noticing	07/19/2024	990.00
53856	Digital Deployment	Website support agreement:Maint, training, security and updates	07/19/2024	700.00
53864	Hinderliter, De Llamas & Associates	Sales/transactions tax auditing services	07/19/2024	3,080.57
53879	Office Depot, Inc.	Admin Office supplies	07/19/2024	64.20
53895	Traffic Patterns	Recruitment services, NEOGOV implementation and on-call HR	07/19/2024	4,398.98
53900	Verizon Wireless	Cell phone sales and usage	07/19/2024	3,835.14
53909	Conti Corp	AV work Council Chambers	07/26/2024	2,223.25
53920	MRC	Printer usage fees-All departments	07/26/2024	611.60
53921	Municipal Resource Group, LLC	Professional services:Parking and Traffic/City manager evaluati	07/26/2024	625.00
53925	Ralph Anderson & Associates	Reimburse travel exp J Hall candidate	07/26/2024	939.75
53928	US Bank	Admin Office supplies	07/26/2024	28.30
53928	US Bank	Constant Contact	07/26/2024	81.00
53928	US Bank	Employee Appreciation - lunch	07/26/2024	62.00
53928	US Bank	Admin training	07/26/2024	181.70
53928	US Bank	League of the Cities Conference	07/26/2024	2,404.54
53928	US Bank	Employee appreciation costs	07/26/2024	127.12
53928	US Bank	Asst CA expenses - Pangaea Grill	07/26/2024	81.94
53928	US Bank	IT training expense	07/26/2024	428.41
53928	US Bank	HR Expense - Carmel Drug Store	07/26/2024	9.00
53928	US Bank	IT - checkr.com	07/26/2024	54.99
53928	US Bank	IT - Freshworks	07/26/2024	232.00
53928	US Bank	IT telephone expense	07/26/2024	3,351.77
53928	US Bank	IT - Junction Networks	07/26/2024	1,646.32
53928	US Bank	IT - MetroFax	07/26/2024	11.95
53932	Amazon Capitol Services	IT ZBook purchases	07/26/2024	1,424.16
53932	Amazon Capitol Services	COVID test kits	07/26/2024	491.70
53933	Amazon Web Services Inc	Data and cloud storage fees	07/26/2024	944.12
53951	Digital Deployment	Website support agreement:Maint, training, security and updates	07/26/2024	700.00
53954	Granicus, Inc.	Novus Agenda, Novus Agenda Vidio streaming services	07/26/2024	15,398.46
53955	Image Sales	Employee ID Badges	07/26/2024	23.06
53956	Iron Mountain	Records storage and management services	07/26/2024	328.81
53960	MISAC	IT conference expenses	07/26/2024	1,350.00
53964	Netfile, Inc	Annual subscription for Agency Services	07/26/2024	3,200.00
53965	Next Request	FOIA Workflow Platform-Standard	07/26/2024	8,807.40
53966	Office Depot, Inc.	Office supplies Admin	07/26/2024	409.93
53984	Xerox Financial Services	Xerox copier leases citywide	07/26/2024	1,452.53
53985	FedEx	FedEX	07/29/2024	15.26
53988	Government Finance Officers Assoc.	Certificate of Achievement Review Fee FT 2023-24	07/31/2024	460.00
53989	US Bank	NY Times	07/31/2024	20.00
53989	US Bank	HR - Training IIMC - Governance Groove	07/31/2024	60.00
53989	US Bank	HR - NeoGov Conference - M. Bermudez	07/31/2024	1,125.00

Attachment 1

53989	US Bank	HR - Training IIMC - Records Management 1	07/31/2024	60.00
53989	US Bank	HR - Flight/travel NeoGov Conference - M. Bermudez	07/31/2024	226.88
53989	US Bank	HR - Training IIMC - Records Management 2	07/31/2024	60.00
53989	US Bank	HR - Training - Harrah's Las Vegas deposit - M. Bermudez	07/31/2024	180.27
53989	US Bank	HR - Public Employee Discipling Training - M. Bermudez	07/31/2024	325.00
53989	US Bank	HR - Training IIMC - Media Literacy	07/31/2024	60.00
53989	US Bank	HR - Training IIMC - Effective Communication	07/31/2024	60.00
53989	US Bank	HR - Training IIMC - Career Development	07/31/2024	60.00
53989	US Bank	HR - Leading Workplace Investigations - M. Bermudez	07/31/2024	1,080.00
53989	US Bank	CALPELRA annual conference - M.Bermudez	07/31/2024	790.00
53989	US Bank	CALPELRA membership - M. Bermudez	07/31/2024	380.00
53989	US Bank	SHRM Membership - M. Bermudez	07/31/2024	264.00
53989	US Bank	Slide AI subscription	07/31/2024	10.00
53989	US Bank	MCMA Meeting - Anton & Michael	07/31/2024	879.19
53989	US Bank	Employee Appreciation lunch	07/31/2024	63.66
53992	AT&T	Telephone service citywide	07/31/2024	2,387.30
53993	Comcast	City Hall cable service	07/31/2024	68.52
53994	Comcast Business	NonNGEN internet and recurring charges	07/31/2024	644.40
53996	Livewire Information Systems	Soiftware license Exacq EVIP-01 IP	07/31/2024	2,754.48
53998	MRC	Xerox copier usage citywide	07/31/2024	680.63
54001	Same Day Shred	Admin-Document shredding services	07/31/2024	50.00

Total for Department: 111 City Administration 78,954.50

Department: 112 City Attorney

53833	Best Best & Krieger, Attorney At Law	Legal fees:Telecommunications issue, Verizon litigation	07/19/2024	118.50
53836	Burke,Williams & Sorensen, LLP	City Attorney services - March 2024	07/19/2024	34,816.00
53906	Burke,Williams & Sorensen, LLP	City Attorney services - June 2024	07/26/2024	28,028.25

Total for Department: 112 City Attorney 62,962.75

Department: 115 Community Planning & Building

53907	California Building Officials	CALBO Webinar - 2022 CA Energy Code - S. Carey-Lang	07/26/2024	330.00
53913	EMC Planning Group, Inc	FY 23-24: LEAP Grant - 6th Cycle Housing Element	07/26/2024	11,740.84
53914	Engineered Fire Systems	FY 23-24: Fire Systems Review (revenue offset)	07/26/2024	3,000.00
53915	FedEx	Shipping fees - Volume Studies	07/26/2024	83.53
53918	Minuteman Press	Business Cards - Jake Olander, CP&B Dept.	07/26/2024	207.94
53922	Office Depot, Inc.	CP&B Office Supplies	07/26/2024	486.39
53926	SyTech Solutions	Prof services: Digitalize property records-122CP-DIGPROP	07/26/2024	4,694.36
53927	Universal Staffing Inc	Temporary staffing services: Diane Backer, CP&B	07/26/2024	3,696.00
53928	US Bank	CPB DropBox subscription	07/26/2024	203.88
53928	US Bank	Mad Dogs & Englishmen - electric bike maintenance	07/26/2024	222.00
53979	Universal Staffing Inc	Temporary staffing services: Diane Backer	07/26/2024	7,392.00

Total for Department: 115 Community Planning & Bu 32,056.94

Department: 116 Police

53790	Javier Auto Services	PD Auto Repairs	07/03/2024	140.16
53792	MY Jeep-Chrysler-Dodge-Ram	Vehicle repairs 2021 Dodge Durangos	07/03/2024	1,438.19
53795	Same Day Shred	PD-Document shredding services	07/03/2024	60.00
53796	Swift Car Wash	Car washes PD	07/03/2024	120.00
53797	T2 Systems Canada Inc.	PD MobilePay Virtual Staion annual subscription	07/03/2024	112.52
53798	Uretsky Security	Professional services: Background investigations for PD	07/03/2024	1,600.00
53826	10-8 Uniforms LLC	Uniform and miscellaneous clothing/insignia items PD	07/19/2024	459.34
53842	Carmel Towing & Garage	Vehicle repairs PD	07/19/2024	4,608.93
53854	Department of Justice/Accounting Office	PD:Fingerprinting and misc ID services	07/19/2024	209.00
53867	Javier Auto Services	PD Auto Repairs	07/19/2024	3,734.10
53896	Transunion Risk & Alterna	PD: Monthly fee for information services	07/19/2024	75.00
53899	US Bank	PD fuel	07/19/2024	57.69
53899	US Bank	PD equipment - Home Depot, Amazon, Costco, Stickershoplaw.com	07/19/2024	995.91
53899	US Bank	PD training - Mission Bistro, Safeway, Starbucks	07/19/2024	477.41
53899	US Bank	CPCA membership dues - P. Tomasi	07/19/2024	365.00
53902	Wayside Garage	Auto repairs PD	07/19/2024	10,126.62
53910	County of Monterey IT Dept	Cellular Network access PD	07/26/2024	2,435.77
53912	Edge-Works Manufacturing/G Code Holsters	Firearms and misc supplies PD	07/26/2024	2,369.36
53919	Monterey County Sheriff-Coroner	Criminal Justice Information System fees	07/26/2024	20,691.02
53923	Petty Cash-Michael Bruno	Petty Cash Reimbursement for Car Wash	07/26/2024	20.99
53931	10-8 Uniforms LLC	Uniforms and misc clothing/insignia items for Police Department	07/26/2024	6,025.49
53945	Comcast	Cable service PD	07/26/2024	34.56
53948	County of Monterey, Dept of Emerg Communications	NGEN Operations and maintenance	07/26/2024	6,036.00
53948	County of Monterey, Dept of Emerg Communications	NGEN Capital fee	07/26/2024	14,225.00
53949	County of Santa Clara-Sheriff Office	COPLINK South Bay Information Sharing System anual billing	07/26/2024	637.58
53959	MCCLEOA	Membership dues current year	07/26/2024	500.00
53971	Quality Print & Copy	Stationary:Envelopes, letterhead, business cards	07/26/2024	109.25
53974	Sirchie Acquistions Co LLC-Dept #6481	PD Evidence and fingerprinting supplies	07/26/2024	69.92
53975	Swift Car Wash	Car washes Police Dept	07/26/2024	160.00

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53976	T2 Systems, Inc	Citation collection services-supplies	07/26/2024	809.05
53980	Veritone, Inc	Annual subscription-State mandated Police Contact Statistics	07/26/2024	1,500.00
53982	Wayside Garage	Vehicle repairs PD	07/26/2024	6,925.53
53997	Michael Bruno	M Bruno training expense reimbursement 7/10-7/13/24 Supervisor/	07/31/2024	496.68

Total for Department: 116 Police	87,626.07

Department: 117 Fire

53791	Mission Linen Service	Fire Dept laundry service	07/03/2024	267.24
53828	Alhambra	Water servoce Fire Dept	07/19/2024	186.65
53830	American Supply Company	Janitorial supplies-Fire	07/19/2024	274.66
53842	Carmel Towing & Garage	Fire Dept. Gas Expense (E15)	07/19/2024	727.87
53845	City Of Monterey	FY 23-24 Admin service fee	07/19/2024	1,134.25
53910	County of Monterey IT Dept	Cellular Network access Fire	07/26/2024	363.79
53944	City Of Monterey	FY 24-25 Monthly fee Interim Fire Admin/Emerg Incident Mgmt	07/26/2024	271,133.00
53948	County of Monterey, Dept of Emerg Communications	Dispatch Service	07/26/2024	6,556.00
53953	First Alarm	Alarm services-Fire Station	07/26/2024	326.46
53961	Mission Linen Service	Fire Dept laundry service	07/26/2024	400.86

Total for Department: 117 Fire	281,370.78

Department: 118 Ambulance

53788	City Of Monterey	FY 23-24 Ambulance overtime reimbursement for staffing by Monter	07/03/2024	5,823.96
53793	Peninsula Welding & Medical Supply, inc.	Ambulance Dept-Oxygen/hazardous materials transport service	07/03/2024	125.11
53842	Carmel Towing & Garage	Amb Dept. Gas Expense (7166)	07/19/2024	664.31
53845	City Of Monterey	June 2024 Monthly Fire Service Fee - Interim Fire Admin	07/19/2024	247,025.85
53930	Wittman Enterprises, LLC	Ambulance billing service	07/26/2024	3,281.25
53935	Bound Tree Medical LLC	Medical supplies	07/26/2024	6,223.12
53944	City Of Monterey	Ambulance Administration fee	07/26/2024	2,268.50
53952	Dr. James Stubblefield, MD, Inc	Annual contract:Medical director Fire Agency Provider Controlled	07/26/2024	7,500.00
53969	Peninsula Welding & Medical Supply, inc.	Ambulance Dept-Oxygen/hazardous materials transport service	07/26/2024	185.26
53977	Teleflex LLC	Medical supplies AMB	07/26/2024	2,419.00

Total for Department: 118 Ambulance	275,516.36

Department: 119 Public Works

53794	City of Carmel Petty Cash	Reimburse for expenses:Monterey County fees	07/03/2024	2.00
53827	Advance Design Consultants, Inc	On-call mechanical and electrical engineering services	07/19/2024	10,974.75
53828	Alhambra	PW Water-6/30/20 #11790604063024	07/19/2024	289.34
53829	American Lock & Key	Locksmith and key services for City facilities	07/19/2024	47.90
53830	American Supply Company	PW/FM Janitorial supplies	07/19/2024	608.42
53832	Ausonio, Inc	San Antonio walkeway repairs	07/19/2024	2,866.50
53835	Blancas Construction Inc	Sheetrock installation at PBL basement-6/26/24 #159	07/19/2024	4,890.48
53838	California Premier Restoration	PW Garage- 6/25/24 #240613.1	07/19/2024	2,660.00
53839	Carmel Area Wastewater District	Cleaning out CDS units and storm drains for FY 23/24	07/19/2024	10,005.78
53842	Carmel Towing & Garage	Fuel for PW vehicles	07/19/2024	2,721.28
53843	Carpet Caravan Inc.	Vista Lobos RR vinyl sheet 6/27/24 CG404287	07/19/2024	585.28
53844	Cintas Corporation	PW Staff uniform service-4196888917 6/25/24	07/19/2024	222.62
53846	Coast Counties Glass, Inc.	Install skylight 6/14/24 10865	07/19/2024	682.00
53849	Community Tree Service	Tree work as directed by City Forester	07/19/2024	64,126.27
53850	Consolidated Electrical Dist., Inc	FM electrical supply 6/25/24 - CREDIT	07/19/2024	99.83
53853	Denise Duffy & Associates	On-call Environmental services	07/19/2024	7,732.50
53855	Devil Mountain Wholesale Nursery	7/1/24 #352335 plants and trees for city sites	07/19/2024	1,696.35
53858	Edges Electrical Group	Electrical supplies, LED lights for City facilities	07/19/2024	1,049.93
53860	Fourtane	Sidewalk cost share per Chip-1/9/24 #FEJ3	07/19/2024	10,000.00
53861	Golden State Portables	Portable RR rental	07/19/2024	650.00
53862	Green Rubber Kennedy AG	5/29/24 S-777992 PW yard hose real replacement	07/19/2024	469.04
53863	HF&H Consultants, LLC	Virtual Council Presentation 7/10/24 #9721321	07/19/2024	610.00
53865	IWORQ	Wor/Permit Management 6/3/24 #203586	07/19/2024	3,522.00
53866	Jamestown Advanced Products Corp	10 dual ribbon cans	07/19/2024	19,998.83
53868	Jesse Garibay	Boot reinbursement Jesse Garibay per MOU 6/1/24	07/19/2024	250.00
53869	Layer 1 Networks Inc	Replacement of 4 emergency phones	07/19/2024	7,440.64
53870	M3 Environmental Consulting	HAZ Mat testing- FM	07/19/2024	900.00
53871	Meadowlark Nursery & Landscaping	Plants and supplies for Froestry. 6/28/24 #18531	07/19/2024	948.98
53872	Mario Soto Mirage Window Cleaning	Window Cleaning- city sites 6/30/24 #3298	07/19/2024	2,945.00
53873	Monterey County Health Department	County permit fees 5/24/24 FA0813557 CERS ID 10431298	07/19/2024	1,438.00
53876	Municipal Maintenance Equipment	100 services and repairs to sweeper-	07/19/2024	5,287.91
53877	Native Solutions	Volunteer Management services	07/19/2024	2,400.00
53879	Office Depot, Inc.	Office Supplies for PW Admin	07/19/2024	164.89
53880	On Point Generators	PW/FM Emergency generator services	07/19/2024	650.00
53881	Otis Elevatior Company	Maint. service for dumb waiters at library	07/19/2024	2,315.02
53884	Pacific Lift and Equipment Co., Inc	Vehicle Lift inspection 3/26/24 #25383A	07/19/2024	555.00
53885	Poe's Plumbing & Backflow	Plumbing for City facilities	07/19/2024	110.00
53887	R & S Erection of Monterey Bay Inc	Replace one of the roll up doors at Public Works	07/19/2024	27,158.75
53888	Robert Half	Temporary help in Forestry Division	07/19/2024	2,398.89
53889	Scarborough Lumber & Building	Public Works Streets supplies	07/19/2024	286.04

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53890	Sentry Alarm Systems	5 additional panic alarms at PBL, HML and PW	07/19/2024	1,777.58
53891	Sherwin-Williams Co.	PW Paint and paint supplies 6/27/24 #3050-3	07/19/2024	324.38
53892	Academy-Trained	Training for Forestry Crew 4/26/24 #1432	07/19/2024	4,100.00
53893	Tope's Tree Service Inc.	Tree services citywide as directed by City Forester	07/19/2024	92,857.50
53894	Town and Country Gardening	Landscape contractors for City locations	07/19/2024	29,212.75
53897	Uline Inc.	Supplies for City locations #179287659 6/11/24	07/19/2024	2,377.60
53898	Universal Staffing Inc	Double payment invoice 11/11/2023	07/19/2024	591.94
53899	US Bank	Replacement filters for filtrations filters for pond CW-6/6/24 6	07/19/2024	779.52
53904	Zero Waste USA	50 cased of pink Mutt Mitts	07/19/2024	3,878.38
53987	Brian Steckler	Flanders door restoration	07/29/2024	3,607.00

Total for Department: 119 Public Works 341,266.87

Department: 120 Library

53967	Pacific Grove Self Storage	Storage Unit - Document storage	07/26/2024	406.00

Total for Department: 120 Library 406.00

Department: 121 Community Activities

53814	Good Roots Events, Inc.	Farmers' market management and Third Thursday events 1st half of	07/18/2024	20,700.00
53899	US Bank	staff lunch, holiday lights, FY24-25 FM health dept permit	07/19/2024	4,576.44
54002	Solutions Office Interiors, Inc	Design and produce office workstations per invoice	07/31/2024	9,631.43

Total for Department: 121 Community Activities 34,907.87

Department: 122 Economic Revitalization

53802	Sunset Cultural Center Inc.	Current fiscal year Operating Grant	07/03/2024	187,500.00
53981	Visit Carmel	Marketing and Economic Development funding FY 24-25	07/26/2024	30,000.00

Total for Department: 122 Economic Revitalization 217,500.00

Department: 130 Non-Departmental

53801	Prism Public Risk Innovation	Property program 3/31/24-3/31/25	07/03/2024	195,473.00
53837	Cal-Am Water Company	Water service citywide	07/19/2024	18,453.51
53883	PG&E	Citywide gas and electric services	07/19/2024	21,348.28
53886	Prism Public Risk Innovation	Jul-Sep 2024 Employee Assistnace Program	07/19/2024	676.20
53924	Prism Public Risk Innovation	Employee Assist Program Apr-Jun 2024	07/26/2024	676.20
53970	Prism Public Risk Innovation	Cyber Liability Program 7/1/24-6/30/25	07/26/2024	7,581.00
53991	Alliant Insurance Services	Policy IRONTX009060004 PollutionLiability 7/1/24-7/1/25	07/31/2024	2,257.08
53999	PG&E	Citywide gas and electric services	07/31/2024	7.90
54000	Prism Public Risk Innovation	Optional Excess Liability Program 7/1/24-6/30/25	07/31/2024	87,405.00

Total for Department: 130 Non-Departmental 333,878.17

Department: 311 Capital Projects

53827	Advance Design Consultants, Inc	Sunset Center Electrical Panel	07/19/2024	5,732.50
53832	Ausonio, Inc	PM service SSC Cottage Windows 7/2/24 for work done June 2024 #5	07/19/2024	6,504.75
53834	BKF Engineers	Project managment: Ocean Ave resurface/San Antoinio, San Carlos,	07/19/2024	22,709.50
53840	Carmel Cares-Dale Byrne, President	Scenic Pathways - Hardscape - Carmel Cares match	07/19/2024	2,274.25
53847	Coastal Fabrication Company Inc	fabrication of rail at Martin Way 6/19/24 23974	07/19/2024	6,318.06
53848	Color New Co	Hazmant removal and painting SCC exterior, Harrison ML interior	07/19/2024	13,072.81
53851	Davey Resource Group, Inc.	CIP:Urban Forest Master Plan Project manager services	07/19/2024	15,795.00
53852	Della Mora Heating & Sheetmetal	Maint work at SSC 6/27/24 #16041	07/19/2024	25,938.00
53853	Denise Duffy & Associates	Drainage Repairs for Lincoln Street and Drainge repair for Santa	07/19/2024	2,555.00
53857	Dudek	On call environmental services, construction support for the Mis	07/19/2024	2,150.00
53859	EMC Planning Group, Inc	Coastal Hazards engineering study	07/19/2024	14,598.89
53870	M3 Environmental Consulting	SCC/HML painting projects hazardous material sampling	07/19/2024	7,339.30
53875	Monterey Peninsula Engineering	CIP Equipment, material and labor 21-22 Pavement Rehab Program p	07/19/2024	94,762.08
53878	Neill Engineers Corp.	Civil engineering design services: Storm Drain capital project A	07/19/2024	25,120.50
53901	Wallace Group	Street Resurfacing Project FY23/24	07/19/2024	19,297.43
53903	Wm Baxter Electric	Christmas TreeLighting panel 6/21/24 #1318	07/19/2024	14,400.23

Total for Department: 311 Capital Projects 278,568.30

Department: 513 Veh & Equip Replacement

53815	WCAF, LLC DBA WATSONVILLE FORD	2023 Ford Mach E - Carmel PD - The contract price bidding was co	07/18/2024	44,520.95
53934	Attention to Decal	Vehicle wrap service	07/26/2024	3,708.00
53963	Motorola Solutions Credit Co. LLC	CIP:Police Radios lease Yr 4 of 6	07/26/2024	29,002.98

Total for Department: 513 Veh & Equip Replacement 77,231.93

Grand Total 2,172,569.70

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

September 9, 2024
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Paul Tomasi, Chief of Police & Public Safety Director
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Resolution 2024-072 accepting the $3,000 donation from Community Emergency Response Volunteers (CERV) for use by the Community Emergency Response Team

RECOMMENDATION:

Adopt Resolution 2024-072 accepting the $3,000 donation from Community Emergency Response Volunteers (CERV) for use by the Community Emergency Response Team

BACKGROUND/SUMMARY:

The Carmel Community Emergency Response Team (CERT) received a donation from the Community Emergency Response Volunteers (CERV) for emergency preparedness supplies and equipment. The City's policy C89-41, Acceptance of Donations and Gifts to the City, requires City Council to accept all gifts more than $500 by resolution of the City Council. The money, if accepted will be deposited into the Carmel Police Department Donation Account: 101-000-00-36230 and used to purchase supplies and equipment for CERT.

FISCAL IMPACT:

The donation represents an affirmation of the amazing work CERT does to protect and enhance the community. The City is grateful for the recognition.

PRIOR CITY COUNCIL ACTION:

At the July 9, 2024 City Council meeting, a donation of $9,800 via CERV from the Carmel Rotary to CERT for the purchase of an emergency response trailer.

ATTACHMENTS:

Attachment 1) Resolution 2024-072

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

RESOLUTION NO. 2024-072

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA ACCEPTING A $3000 DNATION FROM THE COMMUNITY EMERGENCY RESPONSE VOLUNTEERS (CERV) FOR THE CARMEL COMMUNITY EMERGENCY RESPONSE TEAM (CERT)

WHEREAS, the Community Emergency Response Volunteers (CERV) provided a donation to the Carmel Community Emergency Response Team in the amount of $3000; and

WHEREAS, CERV wishes to donate the money to CERT for the purchase of equipment and supplies; and

WHEREAS, the City's Policy C89-41, Acceptance of Donations and Gifts to the City, requires the City Council accept all gifts in excess of $500 by resolution of the City Council.

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

Accept the $3000 donation from CERV and authorize it to be deposited into the Carmel Police Department Donation Account, 101-000-00-36230.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 9th day of September, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

SIGNED: ATTEST:

____
Dave Potter, Mayor

____
Nova Romero, MMC, City Clerk

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

September 9, 2024
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Marisa Bermudez, Sr. Human Resources Analyst
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Resolution 2024-073 to designate the 2024 Holiday Closure from December 24, 2024 – January 1, 2025

RECOMMENDATION:

Approve Resolution 2024-073 to designate the 2024 Holiday Closure from December 24, 2024 – January 1, 2025.

BACKGROUND/SUMMARY:

Over the past few years, staff have observed a decline in the number of walk-in customers during the December holiday period. In response to this trend, a voluntary holiday closure in between the December 24th and January 1st holidays is recommended to enhance employee morale, productivity, and well-being, while also demonstrating the City's appreciation for staff's hard work throughout the year. Additionally, it would reduce the City's operational costs and environmental footprint by saving energy and resources.

Proposed Holiday Closure

The City is proposing a holiday closure from December 24, 2024, to January 1, 2025. The City already recognizes three holidays during this period: Christmas Eve (December 24), Christmas Day (December 25), and New Year's Day (January 1). Employees will use their accrued leave time for the four voluntary closure days. The detailed schedule is as follows:

Monday, December 23	Offices open
Tuesday, December 24	**Observed Holiday (City offices closed)**
Wednesday, December 25	**Observed Holiday (City offices closed)**
Thursday, December 26	Voluntary Holiday Closure
Friday, December 27	Voluntary Holiday Closure
Monday, December 30	Voluntary Holiday Closure

Tuesday, December 31	Voluntary Holiday Closure
Wednesday, January 1	**Observed Holiday (City offices closed)**
Thursday, January 2	Offices open
Friday, January 3	Offices open

All essential services such as Police and Ambulance will remain open 24/7 during this time period.

FISCAL IMPACT:

The City expects to save on utility costs (such as gas and electricity) by shutting down City buildings during this period. In addition, this will lower the vacation leave accruals which lowers the City's payroll liability as employees will use leave balances for the proposed closure period.

PRIOR CITY COUNCIL ACTION:

City Council adopted similar resolutions authorizing a holiday closure in 2023 and 2022.

ATTACHMENTS:

Attachment 1) Resolution 2024-073

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

RESOLUTION NO. 2024-073

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DESIGNATING A HOLIDAY CLOSURE FROM DECEMBER 24, 2024 THROUGH JANUARY 1, 2025

WHEREAS, Section 6700 of the California Government Code designates days that are holidays in the State of California ("State"); and

WHEREAS, Section 6702 of the California Government Code provides that City offices shall be closed on designated State holidays unless otherwise provided by the City, and

WHEREAS, public safety essential services such as Police and Ambulance will remain open 24/7 during this time period; and

WHEREAS, the City of Carmel-by-the-Sea Library will be closed per their holiday schedule during this time period; and

WHEREAS, the City Administrator has identified non-public safety staff throughout the City to be on stand-by to provide services to our community; and

WHEREAS, the City of Carmel-by-the-Sea City Council recognizes Christmas Eve on December 24; Christmas Day on December 25, and New Year's Day on January 1st as observed holidays.

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

Authorize a holiday closure for non-essential City services from December 24, 2024 – January 1, 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 9th 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 9, 2024
ORDERS OF BUSINESS

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Emily Garay, Administrative Analyst
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Resolution 2024-074 authorizing the City Administrator to execute Amendment No. 4 to the Agreement with Peninsula Messenger Service for mail delivery for a not-to-exceed increase of One Hundred Five Thousand Six Hundred Dollars ($105,600.00) for the term of July 1, 2024 to June 30, 2025

RECOMMENDATION:

Adopt Resolution 2024-074 authorizing the City Administrator to execute Amendment No. 4 to the Agreement with Peninsula Messenger Service for mail delivery for a not-to-exceed increase of One Hundred Five Thousand Six Hundred Dollars ($105,600.00) for the term of July 1, 2024 to June 30, 2025.

BACKGROUND/SUMMARY:

The City of Carmel-by-the-Sea does not have house numbers. Nor does the community support the use of group or clustered mailboxes. Therefore, the use of post office boxes is an alternative to the United States Postal Service delivering mail directly to residential homes. The City contracts with a courier service, Peninsula Messenger Service, and pays for residential home mail delivery services for qualified residents upon request.

In January of 2019, Council authorized the City Administrator to a professional services agreement with Peninsula Messenger Service to provide on site mail delivery services. The purpose of this agenda item is to (1) extend the term of the Agreement through June 30, 2025 and (2) adjust the not-to-exceed amount of the Agreement by One Hundred Five Thousand Six Hundred and Thirty Dollars ($105,600.00).

Peninsula Messenger Service has set fixed costs of operating, such as employees, vans, insurance, and post office box fees, a certain volume of accounts is required to provide this service. The number of post office box accounts from the period of June of 2023 to July of 2024 ranged from a low of 80 to a high of 83 with an average of 82 accounts. Peninsula Messenger Service has proposed the following fees as shown in Table 1, Proposed Fee Schedule.

Table 1: Proposed Fee Schedule

Number of Customers/Accounts	Monthly Fee
40 or less	$186.00
41-50	$172.00

51-65	$135.00
66-78	$102.00
79-98	$ 88.00
99-113	$ 63.00
114 or more	$ 63.00

The proposed fee schedule represents a ~40% increase over the fees previously approved and will cause current year expenditures to be significantly over the approved budget for this activity. The proposed contract raises the cost of this service from ~$5,200/month last year ($62,400 annually) to $7,300/month currently ($87,600 annually), representing an annual increase of $25,000.

While the number of users has remained relatively constant, the cost of this delivery service has increased significantly since it was first put in place in 2001. At the same time, other options for assisting residents have become available, including commercial carriers that are able to deliver materials directly to resident homes and not-for-profit agencies that can help our most vulnerable residents.

The options to address these rising costs in the future include:

- Distributing an RFP to local and national carriers in order to determine whether costs can be reduced.
- Having residents pay all or a portion of the monthly service cost.
- Discontinuing the service in light of the alternatives that are available today.

It is important to note that the long-term sustainability of this service is in question as the City seeks to leverage its limited resources to meet the needs of the greater community.

FISCAL IMPACT:

The not-to-exceed contract authorization for the Agreement and the subsequent three amendments totals Three Hundred Twenty-Two Thousand Two Hundred Dollars and covered the term of January 1, 2019 to December 31, 2022. The fourth amendment is for the term of July 1, 2024 to June 30, 2025 for a not-to-exceed amount of One Hundred Five Thousand Six Hundred Dollars ($105,600.00)

The Fiscal Year 2024-2025 Adopted Budget includes Sixty-Two Thousand Seven Hundred and Sixty Dollars ($62,760.00) for this service.

PRIOR CITY COUNCIL ACTION:

On January 8, 2019, the City Council adopted Resolution 2019-003 to approve an agreement with Peninsula Messenger Service for mail delivery for the term of January 1, 2019 to December 31, 2019 for a not-to-exceed amount of Seventy Thousand Two Hundred Dollars ($70,200.00) (“Agreement”).

On January 7, 2020, the City Council adopted Resolution 2020-005 pertaining to the first amendment to the Agreement to (1) extend the term through December 31, 2021, (2) approve a rate increase from $39 to $41 per post office box and (3) increase the not-to-exceed amount by Seventy-Two Thousand Dollars ($72,000.00).

On January 5, 2021, the City Council authorized the second amendment to the Agreement by adopting Resolution 2021-003, which extended the term through June 30, 2021 and increased the contract amount by an additional Fifty-Eight Thousand Dollars ($58,000.00).

On July 7, 2021, the City Council authorized the third amendment to the Agreement by adopting Resolution

No. 2021-035, which extended the term of the Agreement through December 31, 2022 and increased the contract amount by an additional One Hundred and Twenty-Two Thousand Dollars ($122,000.00).

ATTACHMENTS:

Attachment 1) Resolution 2024-074
Attachment 2) Peninsula Messenger Service Amendment No. 4

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

RESOLUTION NO. 2024-074

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AMENDMENT NO. 4 TO THE MAIL DELIVERY AGREEMENT WITH PENINSULA MESSENGER SERVICE FOR A TOTAL NOT-TO-EXCEED FEE INCREASE OF ONE HUNDRED FIVE THOUSAND SIX HUNDRED DOLLARS ($105,600.00) FOR THE TERM OF JULY 1, 2024 TO JUNE 30, 2025

WHEREAS, the United States Postal Service (USPS) typically delivers residential mail to homes in areas in which house numbers have been assigned, and, in areas in which no house numbers have been assigned, the USPS will deliver residential mail to a centralized location; and

WHEREAS, as the City of Carmel-by-the-Sea does not have house numbering, the USPS provides mail delivery service to residents through post office boxes at the post office located on 5th Avenue between San Carlos Street and Dolores Street; and

WHEREAS, the City currently contracts with a courier service, Peninsula Messenger Service, and pays for mail delivery service on behalf of residents; and

WHEREAS, Council approved the current agreement with Peninsula Messenger Services by adopting Resolution 2019-003 on January 8, 2019 and authorized Amendment No. 1 on January 7, 2020 (Resolution 2020-005), Amendment No. 2 on January 5, 2021 (Resolution 2021-003), and Amendment No. 3 on July 7, 2021 (Resolution 2021-035); and

WHEREAS, Amendment No. 3 expired on December 31, 2022 and the City wishes to continue service with Peninsula Messenger Service while the City implements changes to the home mail delivery program; and

WHEREAS, Carmel Municipal Code Section 3.12.140H allows for the dispensation of the bid process when “reasonably necessary for the preservation or protection of public peace, health, safety or welfare of persons and property”; and

WHEREAS, the City wishes to dispense with the bid process at this time to allow for continuity of service and to determine the number of account holders and whether the program is cost effective to continue in the future once program modifications are implemented.

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. 4 to the Mail Delivery Agreement with Peninsula Messenger Services to increase the contract by an amount not-to-exceed One Hundred Five Thousand Six Hundred Dollars ($105,600.00) and extend the term of the contract from July 1, 2024 to June 30, 2025.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 9th day of September, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:	ATTEST:
__________________________	__________________________
Dave Potter, Mayor	Nova Romero, MMC, City Clerk

FOURTH AMENDMENT TO AGREEMENT
Agreement #: ADM-PMS-68-18-19

THIS **FOURTH** AMENDMENT TO AGREEMENT ("Amendment") made and entered into as of this ____ day of August, 2023, amends the Agreement heretofore entered into between the CITY OF CARMEL-BY-THE-SEA, a municipal corporation, hereinafter referred to as "CITY", and **PENINSULA MESSENGER SERVICE, LLC**, hereinafter called "CONSULTANT".

RECITALS

WHEREAS, the CITY and CONSULTANT entered into an Agreement (ADM-PMS-68-18-19) for a not-to-exceed amount of Seventy Thousand Two Hundred Dollars ($70,200.00) on January 18, 2019 for mail delivery services; and

WHEREAS, the CITY and CONSULTANT entered into the First Amendment to this Agreement on January 14, 2020 to extend the term of the Agreement through December 31, 2021 and increase the not-to-exceed amount by Seventy-Two Thousand Dollars ($72,000.00) for mail delivery services; and

WHEREAS, the CITY and CONSULTANT entered into the Second Amendment to this Agreement on January 21, 2021 to extend the term of the Agreement through June 30, 2021 and increase the not-to-exceed amount by Fifty-Eight Thousand Dollars ($58,000.00) for mail delivery services; and

WHEREAS, the CITY and CONSULTANT entered into the Third Amendment to this Agreement on July 8, 2021 to extend the term of the Agreement through December 31, 2022 and increase the not-to-exceed amount by One Hundred and Twenty-Two Thousand Dollars ($122,000.00) for mail delivery services; and

WHEREAS, the CITY and CONSULTANT wish to extend the term of the Agreement to June 30, 2025 and increase the not-to-exceed amount by One Hundred Seven Thousand Seven Hundred and Thirty Dollars ($105,600.00).

AGREEMENT

NOW, THEREFORE, in consideration of the above recitals, which recitals are contractual in nature, the mutual premises herein contained, and for other good and valuable consideration hereby acknowledge, the parties agree that the aforesaid Agreement be amended as follows:

1. CONSULTANT shall provide on-site mail delivery services for the terms of July 1, 2024 through June 30, 2025, unless sooner terminated by the City in writing pursuant to the terms of the Agreement.
2. The CITY may, at its option and sole discretion, terminate this Agreement, in whole or in part, with or without cause, at any time during the Agreement Term for the convenience of the CITY, upon ten (10) days written notice to the CONSULTANT.
3. CONSULTANT shall invoice on a monthly basis. The CITY has an average of 95 accounts per month. As of July 1 , 2024, the monthly fee will be based upon the number of post office box accounts based upon the following sliding fee scale:

Peninsula Messenger Service Sliding Fee Scale

Number of Customers/Accounts	Monthly Fee Per Post Office Box
40 or less	$186.00
41-50	$172.00
51-65	$135.00
66-78	$102.00
79-98	$ 88.00
99-113	$ 63.00
114 or more	$ 63.00

4. CONSULTANT'S sole compensation for satisfactory performance of all services required or rendered pursuant to this Agreement shall not exceed amount of One Hundred and Five Thousand Six Hundred Dollars ($105,600.00).
5. Except as set forth in this Amendment, the Agreement is unaffected and will continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendments the terms of this amendment will prevail.
6. 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.
7. 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.
8. 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: ______________________________ Date: ______________________

CITY:

By: ______________________________ Date: ______________________
Chip Rerig, City Administrator

ATTEST:

By: ______________________________ Date: ______________________
Nova Romero, MMC, City Clerk

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

September 9, 2024
ORDERS OF BUSINESS

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 2024-075, authorizing the City Administrator to execute Amendment No. 2 to the Professional Services Agreement with Wallace Group, for Project Management and Design Services, for a not-to-exceed fee increase of $39,770

RECOMMENDATION:

Adopt Resolution 2024-075, authorizing the City Administrator to execute Amendment No. 2 to the Professional Services Agreement with Wallace Group, for Project Management and Design Services, for a not-to-exceed fee increase of $39,770.

BACKGROUND/SUMMARY:

In June 2022, the City Council approved the Fiscal Year (FY) 2022/23 Capital Improvement Program (CIP) Budget, which included the Mission Trail Nature Preserve (MTNP) Well Decommissioning, Tank and Pump House Removal Project, Wayfinding Signs, City-wide Drainage Repairs, and the Concrete Streets Repair Project. In July 2022, Council approved a Professional Services Agreement (PSA) with Wallace Group (WG) for Project Management and Design Services to support these four CIP projects for a not-to-exceed fee of $192,775. WG was selected by an evaluation committee as best qualified to implement civil engineering-oriented CIPs.

Since the execution of their PSA in July 2022, WG supported four CIP projects as follows:

1. **MTNP Well Decommissioning, and Tank and Pump House Removal Project.** WG prepared the design and construction bidding documents and coordinated the environmental reviews. Staff took over the Project during the bidding and construction phases. This Project is complete, and WG was under budget by $24,383 at the time of the transfer.

2. **Wayfinding Signs.** This Project was cancelled. WG was under budget by $12,923 at the time of cancellation.

3. **Citywide Drainage Repairs Project.** WG oversaw development of the 2023 Storm Drain Master Plan Update (SDMPU) prepared by Schaaf and Wheeler. The four highest priority repair

projects identified in the SDMPU were taken over by staff and designed by Neill Engineers. This project is currently in the construction bidding phase, and the budget remaining at the time of the transfer was $44,938.

4. **Concrete Street Repairs.** WG managed the design of this project by BKF Engineers. The design is complete and plans are "shelf ready" for construction pending additional funding. As part of the FY 2024/25 Conglomerate Paving Project, reconstruction of the San Antonio Avenue/Ocean Avenue intersection that was included in this project was extracted and moved into Project #6 below. WG's services for this Project is complete, and remaining budget was $24,200.

In June 2023, Council adopted Resolution 2023-067 approving the CIP for FY 2023/24 which included the Coastal Infrastructure Repairs Project and the FY 2023/24 Paving Project. In November 2023, Council adopted Resolution 2023-101 authorizing the City Administrator to execute Amendment No.1 to the PSA with WG for these two additional CIPs for a not-to-exceed fee increase of $241,258. The status of these projects follow:

5. **Coastal Infrastructure Repairs.** Based on the Shoreline Condition Assessment prepared under the Coastal Engineering Study Project, prepared the Request for Proposals to select a third-party consultant to begin programming and design of repairs of Carmel Beach stairways, revetments, and sea walls. The **Fourth Avenue Outfall Wall Reconstruction Project**, included in the FY 2024/25 CIP, was merged into this project as well. Three technical proposals were received in response to the RFP, and negotiations with the tentatively-selected consultant are currently in progress. WG's fee for these services is $63,594, and no budget increase was needed to fold in the additional outfall project.

6. **FY 2023/24 Paving Project.** WG is substantially complete with preparing the plans, technical specifications, and cost estimates for 4 streets to be paved with an asphalt overlay, 21 streets for slurry seal treatments, and 5 sidewalk repairs. The fee for these services is $177,664, and WG is currently under budget. This project forms the foundation of the Conglomerate Paving Project noted below.

In June 2024, Council adopted Resolution 2024-047 approving the FY 2024/25 CIP, including the Conglomerate Paving Project FY 24-25. Amendment No. 2 was negotiated with WG to perform the modified services to the FY 2023/24 Paving Project under Project 6, and to provide on-call map checking services, predominantly intended for private development application projects, as outlined below.

6. (Amended) Conglomerate Paving Project FY 2024/25. WG will provide engineering services to strategically combine:

- Bid additives for paving four street segments designed by Neill Engineers, that were not awarded after bidding under the recently-constructed FY 2021/22 Pavement Rehabilitation Project,
- Reconstruction of the San Antonio Avenue/Ocean Avenue intersection as designed by BKF Engineering under the FY 2022/2023 Concrete Streets Repair Project, and
- The previously-outlined FY 2023/24 Street Resurfacing Project.
- The fee for these additional services is $43,970. This fee increase also includes budgets for WG to provide design services during the upcoming bidding and construction phases of the Conglomerate Paving Project. This fee is offset by the $24,200 cost savings noted above in Project 4, for a net increase of $19,770.

7. On-Call Mapping Services. WG will provide map checking services under the direction of a licensed land surveying on an on-call as-needed bases. This task budget is $20,000 and will be completed on a time and materials basis per direction of City staff. WG will provide an estimated level of effort before starting any assigned task.

FISCAL IMPACT:

Project Management and Design Services for the modified CIP project (Conglomerate Paving Project) included in Amendment No. 2 will be charged to CIP Account Number 301-311-00-43008. Sufficient funding is available. Any on-call, as-needed services for map checking or related services would be reimbursed by private development application fees, or paid out of the Public Works Street Maintenance Operating Budget for Contractual Services, Account Number 101-119-41-42001, or other account depending on the type of services provided.

The table below includes the projects assigned to WG from the original PSA, Amendment No. 1, and the proposed Amendment No. 2. Please note that the first four completed projects assigned to date were under budget at the time of project completion or transfer back to City staff.

No.	Project	Agreement	Amend 1	Amend 2	Adjust.	Project Totals
1	MTNP Well, Tank Demo	$48,184			-$24.383	$23,801
2	Wayfinding Signs	18,414			-12,923	5,491
3	Drainage Repairs, SDMPU	58,827			-44,938	13,889
4	Concrete Streets PM	67,350		-$24,200		43,150
5	Coastal Infrastr. Repairs		$63,594			63,594
6	Paving FY 23/24 Design		177,664			177,664
6A	Conglomerate Paving			43,970		43,970
7	On-Call (Map Checking)			20,000		20,000
	Totals	**$192,775**	**$241,258**	**$39.770**	**$-82,244**	**$391,559**

The net fee increase for Amendment No. 2 services is $39,770. Other cost savings adjustments for prior fiscal year services were returned into the CIP account. The total fee for all services, including Amendment No. 2 is not-to-exceed $391,559.

PRIOR CITY COUNCIL ACTION:

In July 2022, Council adopted Resolution 2022-058 awarding a PSA to WG for Project Management and Design Services for delivery of four, civil engineering-oriented CIPs for a fee of $192,775. In November 2023, Council adopted Resolution 2023-101 authorizing the City Administrator to execute Amendment No.1 to the PSA with WG or two additional CIPs for a not-to-exceed fee increase of $241,258.

In June 2024, Council adopted Resolution 2024-047 approving 27 CIPs, including the Conglomerate Paving Project for FY 2024/25.

ATTACHMENTS:

Attachment 1) Resolution 2024-075
Attachment 2) Amendment No. 2 with Wallace Group

Attachment 1

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

RESOLUTION NO. 2024-075

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH WALLACE GROUP FOR PROJECT MANAGEMENT AND DESIGN SERVICES FOR TWO CAPITAL IMPROVEMENT PROJECTS, FOR A NOT-TO-EXCEED FEE INCREASE OF $39,770

WHEREAS, in June 2022, the City Council adopted Resolution 2022-048 approving the Fiscal Year (FY) 2022/23 Capital Improvement Program (CIP), including the Mission Trail Nature Preserve Well Decommissioning, and Tank and Pump House Removal, Wayfinding Signs, Citywide Drainage Repairs, and Concrete Street Repairs Projects; and

WHEREAS, in July 2022, Council adopted Resolution 2022-058 awarding a Professional Services Agreement to Wallace Group for Project Management and Design Services for implementation of these four, civil engineering-oriented CIP projects for a not-to-exceed fee of $192,775; and

WHEREAS, In June 2023, Council adopted Resolution 2023-067 approving the FY 2023/24 CIP, including the Coastal Infrastructure Repairs Project and FY 2023/24 Paving Project; and

WHEREAS, in November 2023, Council adopted Resolution 2023-101 authorizing the City Administrator to execute Amendment No. 1 with Wallace Group to provide additional project management and design services for these two additional FY 2023/24 projects for a not-to-exceed fee of $241,258; and

WHEREAS, In June 2024, Council adopted Resolution 2024-047 approving the FY 2024/25 CIP, including the Conglomerate Paving Project for FY 2024/25, which will be merged with the FY 2023/24 Paving Project, and the Fourth Avenue Outfall Wall Reconstruction Project, which will be merged with the Coastal Infrastructure Repairs Project; and

WHEREAS, Amendment No. 2 to the Professional Services Agreement was negotiated with Wallace Group to provide additional design services for these CIP projects as well as to provide map checking and related services on an on-call, as-needed basis, combined for a net, not-to-exceed fee increase of $39,770; and

WHEREAS, sufficient funding is available for these additional services in the Capital Projects fund and Public Works Operating Budget accounts.

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. 2 to the Professional Services Agreement with Wallace Group for design services and on-call engineering and map checking services for a net, not-to-exceed fee increase of $39,770.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 9th day of September, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:	ATTEST:
______________________	______________________
Dave Potter Mayor	Nova Romero, MMC City Clerk

Attachment 2

AMENDMENT NO. 2 TO
AGREEMENT # PWD-WALL-179-22-23

PROJECT MANAGEMENT AND DESIGN SERVICES

1. This amendment (the "Amendment") is made by **City of Carmel-by-the-Sea** and **Wallace Group,** parties to Agreement #PWD-WALL-179-22-23 (the "Agreement") executed on July 13, 2022.

2. The Agreement is amended as follows:

   a. Section 1, Services, is amended to cease further work on one previously-assigned project, continue work on two previously assigned projects, and commence work on one new project, as described in the Scope of Services in Exhibit A.2:

      - Cease Task 4 Concrete Street Repairs. Unused budget is $24,200.
      - Continue Task 5, Carmel Beach Coastal Protection Improvement Project. Original Budget of $63,594 remains unchanged.
      - Continue Task 6, Street Resurfacing Project. Original Budget was $177,644. Additional Budget is $43,970 to incorporate paving of four street segments from the FY 2021/22 Paving Project and reconstruction of the San Antonio/Ocean Avenue intersection from the FY 2022/23 Concrete Streets Repairs Project.
      - Commence Work – Task 7, On-Call Engineering Design and Map Checking Services. New budget is $20,000 and requires prior written authorization prior to commencing such services.

   b. Section 2, Compensation, of the Agreement is amended and restated as follows:

      Subject to any limitations set forth in this Agreement, the City agrees to pay and Consultant agrees to accept as full and fair consideration for the performance of this Agreement, hourly fees as set forth in Consultant's revised hourly rate and Fee Schedule (Exhibit B.2), in a total amount not-to-exceed Sixty-Three Thousand Nine Hundred Seventy Dollars ($63,970) for services performed in Amendment No. 2. The Unused Budget from Task 4 is Twenty-Four Thousand Two Hundred Dollars ($24,200). The net fee increase for Amendment No. 1 services is Thirty-Nine Thousand Seven Hundred Seventy Dollars ($39,770).

      As tabulated below, the "Maximum Authorized Expenditure" under this Agreement, including the Amendment No. 1 and Amendment No. 2 is Three Hundred Ninety-One Thousand Five Hundred Fifty-Nine Dollars ($391,559)

No.	Project	Agreement	Amend 1	Amend 2	Adjust.	Project Totals
1	MTNP Well, Tank Demo	$48,184			-$24.383	$23,801
2	Wayfinding Signs	18,414			-12,923	5,491
3	Drainage Repairs, SDMPU	58,827			-44,938	13,889
4	Concrete Streets PM	67,350		-$24,200		43,150
5	Coastal Infrastr. Repairs		$63,594			63,594
6	Paving FY 23/24 Design		177,664			177,664
6A	Conglomerate Paving			43,970		43,970
7	On-Call (Map Checking)			20,000		20,000
	Totals	**$192,775**	**$241,258**	**$39,770**	**$-82,244**	**$391,559**

c. Section 3, Agreement Term, of the Agreement is amended and restated as follows:

The work under this Agreement will commence by July 13, 2022 and must be completed by June 30, 2026 unless sooner terminated or the City grants an extension of time in writing pursuant to the terms of this Agreement, except for provisions in this Agreement that will survive the termination or completion of this Agreement.

Consultant will perform Amendment No. 2 services in a timely manner and in accordance with the Project Schedule for Fiscal Year 2024/25 in Exhibit C.2.

3. Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment 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: ______________________________ Date: ______________________

CITY:

By: ______________________________ Date: ____________________
Chip Rerig, City Administrator

ATTEST:

By: ______________________________ Date: ______________________
Nova Romero, MMC, City Clerk

EXHIBIT A.2
SCOPE OF SERVICES FOR AMENDMENT 2

Description and Purpose of the Revision(s)

Wallace Group is currently under contract for three Program Management Tasks per contract amendment 1. Two tasks, Task 4: Concrete Street Repairs and Task 5: Carmel Beach Coastal Protection Improvements are on-going and do not require an amendment. The City is requesting changes to the scope of work for Task 6: Carmel Street Resurfacing. The additional scope items are provided below. An updated fee estimate for the additional scope items for Task 6 is provided as Exhibit A. Task 4: Concrete Street Repairs is nearly at completion and will have excess budget, and we can reallocate $24,200 of that remaining budget to offset this fee estimate. No fee adjustment is proposed for Task 5; however, all tasks are proposed to be updated to Wallace Group's current 2024 rate schedule, provided as Exhibit B.

The City is also requesting Wallace Group to provide on-call engineering design and map checking services. This is proposed to be **Task 7: ON CALL SERVICES**. Task 7 will have a total budget of $20,000 and will be completed on a time & materials basis per direction from City staff. Prior to starting any on call services, Wallace Group will be provided the documents to be reviewed. Wallace Group will provide an estimated level of effort before starting the project. Wallace Group will open distinct phase codes for each authorized on call project for tracking purposes.

CA #2 Budget Summary

Task 4 Credit:	($24,200)
Task 6 Add'l Fee:	$43,970 (see Exhibit for cost breakdown)
Task 7 Fee:	$20,000
Total	$39,770

TASK 6: CARMEL STREET RESURFACING (AMENDMENT)

The City wishes to strategically combine portions of two other projects designed by two different consultants with the Carmel Street Resurfacing Project into one bid-able "conglomerate" project. This combined project will include the following:

1. FY 2021/2022 Pavement Rehabilitation Program Bid Additives designed by Neill Engineers:
   a. San Antonio Avenue: 4th Avenue to Ocean Avenue
   b. San Antonio Avenue: Ocean Avenue to 8th Avenue
   c. Monte Verde Street: 4th Avenue to Ocean Avenue
   d. Torres Street: 2nd Avenue and 4th Avenue
2. FY 2022/2023 Concrete Streets Repair Project: San Antonio Avenue/Ocean Avenue intersection designed by BKF
3. FY 2023/2024 Street Resurfacing Base Bid and Additive Bid Streets designed by Wallace Group

It is proposed to incorporate portions of these two projects with the work being designed by the Wallace Group team while maintaining the original engineer's responsibility for their plans, technical specifications, and bid item lists. We are not modifying technical content of the other two projects but will assist the City in formatting separate bid schedules and technical specifications for clarity in the bid package. Design responsibility for the two additional projects will remain with the original designer. Wallace Group is not taking on engineering responsibility for these design efforts. We will prepare technical specifications for the 2023/2024 Street Resurfacing project as originally scoped and will review the City-prepared front ends for clarity regarding the nature of the

combined project. On the plans, we anticipate updating the vicinity map on the title sheet to show the added locations of work, and we will append the two additional project's design sheets to the overall Wallace Group plan set.

We understand that the City has a total budget of approximately $2.8 million to construct this combined project with a 10% contingency. As a first item of work, we will develop an overall cost estimate using a 10% escalation on the 2021/2022 and 2022/2023 project bid results and add in the 65% cost estimates for the 2023/2024 resurfacing project to determine the total construction cost for these three combined projects. Then, we will identify a few slurry seal streets that could be pulled out of the base bid and included as bid additives.

ADDITIVE SCOPE OF SERVICES TO TASK 6: CARMEL STREET RESURFACING

We have prepared this contract amendment request to augment the approved project budget and services with various tasks as described in the following sections. The Wallace Group team will provide the following additive scope of services:

Task 6.1 Project Management

We have included additional project management budget to set up this portion of the project and coordinate with the City. We anticipate attendance of up to two additional meetings to discuss the intricacies of combining the three projects and to align the specifications.

Task 6.5 95% PS&E

We have included additional budget to update the plans to include the other two project plan sheets into one bid-able package. Coordination of sheet index and page numbering is included. We anticipate that there may be additional coordination associated with this work and have included time to assist up to the budgeted amount.

We anticipate providing additional support on the specifications and will assist the City with the front ends as described in the Project Understanding.

Determining the list of street improvements to include in the base bid or as additive bids will require more extensive cost estimating. Our team will create individual cost estimates for each street segment and provide a comprehensive cost estimate for the three projects.

Note, any required design changes to the two incorporated projects will be required to be completed by the previous designer.

Task 6.6 Final PS&E
At Final PS&E, we anticipate additional support in coordinating the three projects, formatting and reviewing the specifications and bid schedules. At this stage, we will also support the City with providing consistency and clarity in the front end language and have included time for our senior specifications expert to assist with these intricacies.

Note, Bid and Construction Phase Services were provided in CA 1, however, this scope was not included in the final approved scope of work. The following scope of work is provided in CA 2; however, Wallace Group will provide the following services on an on-call, as needed basis only upon request by City.

Task 6.7 Bidding Support
During the advertising phase of the project, Wallace Group design staff will be available to attend the pre-bid meeting, answer bidding-related questions, and prepare addenda if requested. We will also be available to review the City's bid tabulation to provide our input on unit bid prices. If more support requests are received than we budgeted for, they are to be authorized by the City as additional work if needed.

Deliverables:
- Response to RFI's and review of City's Bid Tabulation
- Addenda

Task 6.8 Design Services During Construction
To support the City during the construction phase of the project, the Wallace Group design team will provide design support during construction under the City's direction. While we expect the City to provide services such as inspections, Resident Engineering services, and review of quantity submittals for payment, the Wallace Group design team will be available to attend the preconstruction meeting and review and respond to Contractor Requests for Information. We understand that Neill Engineers and BKF will not be under contract during the construction phase. Wallace Group will interpret their PS&E packages to provide guidance and recommendations to the City if questions related to these projects arise; however final responses and decisions need to come from the City as Wallace Group will not take on engineering responsibility.

Due to the indeterminate nature of the coordination/support requests, this task is currently intended to proceed within the budgeted amount on a time and materials basis to the NTE amount shown for this task. If more support requests are received, they are to be authorized by the City as additional work (as/if needed).

Deliverables:
- Submittal reviews (up to 6)
- Respond to RFIs (up to 6)
- Attendance of construction meetings (up to 6)
- Technical support for change orders (2)
- Support development of project punch list

Attachment 2

~~Exhibit A~~

Exhibit B.2

Budget Amendment

Wallace Group Team Resource Estimate for the

Carmel Street Resurfacing FY 2023/24 - Contract Amendment — BUDGET SUMMARY

PHASE/TASK No.	TASK DESCRIPTION	PRINCIPAL HRS	PRINCIPAL ENGINEER HRS	SENIOR ENGINEER III HRS	SENIOR ENGINEER I HRS	ASSOCIATE ENGINEER III HRS	DIRECTOR CONSTRUCTION MANAGEMENT HRS	PROJECT ASSISTANT III HRS	POLARIS COST	Misc. Direct Costs COST	TOTAL LABOR HOURS HRS	LABOR $	TOTAL COST $
	RATE	$270	$245	$210	$200	$155	$220	$135					
1	**Project Management**												
1.1	Project Management				2			4			6	$940	$940
1.2	Meetings	4			4		4				12	$2,760	$2,760
1.3	QA/QC												
5	**95% PS&E**												
5.1	95% Plans			6	4	12					22	$3,920	$3,920
5.2	95% Technical Specifications		4		16						20	$4,180	$4,180
5.3	95% Cost Estimate			8	8	24					40	$7,000	$7,000
6	**Final PS&E**												
6.1	Final Plans			4	2	6					12	$2,170	$2,170
6.2	Final Technical Specifications		4		12						16	$3,380	$3,380
6.3	Final Cost Estimate			6	4	12					22	$3,920	$3,920
7	**Bidding Support**	2		8	8	12					30	$5,680	$5,680
8	**Design Support During Construction**	2		8	24	8	8				50	$10,020	$10,020
	SUB-TOTALS	8	8	40	84	74	12	4			**230**	**$43,970**	**$43,970**
	WALLACE GROUP LABOR COSTS	$2,160	$1,960	$8,400	$16,800	$11,470	$2,640	$540					**$43,970**
	TOTAL												**$43,970**

Task Budgets may fluctuate within Overall Budget
*** Designates Prevailing Wage**
2024 std rates apply

$19,770

Attachment 2

Attachment 2

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~~Exhibit B~~

2024 Standard Billing Rates

Engineering, Design & Support Services:

Assistant Designer/Technician	$120
Designer/Technician I - IV	$125/$135/$145/$155
Senior Designer/Technician I - III	$165/$172/$179
GIS Technical Specialist	$160
Senior GIS Technical Specialist	$170
Associate Engineer I - III	$135/$145/$155
Engineer I - IV	$170/$175/$180/$185
Senior Engineer I - III	$200/$205/$210
Director	$220
Principal Engineer/Consulting Engineer	$245
Principal	$270

Surveying Services:

Party Chief	$182
Party Chief (*Prevailing Wage)	$250
Instrument Person	$125
Instrument Person (*Prevailing Wage)	$150
Associate Survey Technician	$120
Survey Technician I - IV	$135/$140/$150/$155
Land Surveyor I - III	$160/$170/$180
Senior Land Surveyor I - III	$185/$190/$195
Director	$220
Principal Surveyor	$245
Principal	$270

Planning Services:

Associate Planner I - II	$110/$120
Planner I - IV	$140/$150/$160/$170
Senior Planner I - III	$175/$180/$185
Director	$200
Principal Planner	$210
Principal	$270

Landscape Architecture Services:

Associate Landscape Designer I - II	$105/$115
Designer I - IV	$120/$125/$130/$135
Landscape Architect I - IV	$140/$145/$150/$155
Senior Landscape Architect I - III	$160/$165/$170
Director	$185
Principal Landscape Architect	$210
Principal	$270

Attachment 2

WALLACE GROUP®

Construction Management / Field Inspection Services:

Construction Inspector I - II.......... $140/$155
Senior Construction Inspector.......... $160
Construction Inspector (*Prevailing Wage).......... $180
Construction Office Tech I-III.......... $115/$125/$135
Assistant Resident Engineer I - II.......... $165/$170
Resident Engineer I - III.......... $175/$180/$185
Senior Resident Engineer.......... $195
Director.......... $220
Principal Construction Manager.......... $245
Principal.......... $270

Public Works Administration Services:

Project Analyst I - IV.......... $120/$130/$140/$150
Senior Project Analyst I - III.......... $155/$160/$165
Senior Environmental Compliance Specialist I - III.......... $170/$175/$185

Support Services:

Office Assistant.......... $110
Project Assistant I - III.......... $120/$125/$135

***Prevailing Wage:**

State established prevailing wage rates will apply to some services based on state law, prevailing wage rates are subject to change over time and geographic location.

Right to Revisions:

Wallace Group reserves the right to revise our standard billing rates on an annual basis, personnel classifications may be added as necessary.

Additional Professional Services:

Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of $400 an hour. If required to meet schedule requests, overtime on a project will be billed at 1.5 times the employee's typical hourly rate.

Direct Expenses:

Direct expenses will be invoiced to the client and a handling charge of 15% may be added. Sample direct expenses include, but are not limited to the following:

- travel expenses
- delivery/copy services
- sub-consultant services
- mileage (per IRS rates)
- agency fees
- other direct expenses

Invoicing and Interest Charges:

Invoices are submitted monthly on an accrued cost basis. A finance charge of 1.5% per month may be assessed on all balances that are thirty days past due.

Exhibit C.2

Coastal Improvements Project Management

	Q4 2023			Q1 2024			Q2 2024			Q3 2024			Q4 2024		
Activity	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24
Design Consultant Advertisement + Selection															
Project Priority Phasing + Cost Estimates															
Stair Repair Design/Construction Documents															
Stair Repair Bid Phase															
Stair Repair Construction Phase															

2023 Annual Resurfacing

	Q4 2023			Q1 2024			Q2 2024			Q3 2024			Q4 2024			Q1 2025		
Activity	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
Task 1 Project Management																		
Task 2 Site Assessment																		
Task 3 Conceptual Plan																		
Task 4 65% Plans and Estimate																		
Task 5 95% PS&E																		
Task 6 Final PS&E																		
Task 7 Bidding Support																		
Task 8 Design Support During Construction																		

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

September 9, 2024
ORDERS OF BUSINESS

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 2024-076 authorizing the purchase of a 2024 Ford F-750 5-yard dump truck from National Auto Fleet Group under Sourcewell Contract #091521 for $135,825

RECOMMENDATION:

Adopt Resolution 2024-076 authorizing the purchase of a 2024 Ford F-750 5-yard dump truck from National Auto Fleet Group under Sourcewell Contract #091521 for $135,825.

BACKGROUND/SUMMARY:

The City's 1995 Ford F-700 5-yard dump truck has been out of service since October 2022 with a seized transmission. Due to its age and unavailability of a new transmission, the truck needs to be replaced. It was recently posted for public auction for salvage value.

A new 5-yard dump truck is needed year-round by all divisions of the Public Works Department. The dump truck is often used for hauling materials such as hot mix asphalt, sand, gravel, wood chips, debris, and tree rounds and large branches.

At the June 4, 2024 meeting, Council adopted Resolution 2034-047 approving the Fiscal Year (FY) 2024/25 Capital Improvement Program (CIP) which included a budget of $150,000 from the Vehicle and Equipment Fund to replace the prior, 29-year old dump truck.

Research indicates that diesel-powered dump trucks are more efficient and have more power to suit the City's needs of hauling up to eight tons of material plus the heavy weight of the vehicle. Staff was unable to find a cost-effective electric dump truck alternative. With proper care and maintenance, the life expectancy of the new dump truck is 20+ years.

Quotes were obtained by the National Auto Fleet Group and Sourcewell, a local government procurement agency under contract #091521. The vendor maintains that approximately 400 of these popular dump trucks are purchased across the nation each month. The quote and photograph of the actual truck is shown in **Attachment 2**.

FISCAL IMPACT:

Funding of $150,000 for a new dump truck was included in the Council-approved CIP budget for FY 2024/2025 from the Vehicle and Equipment Fund in Account Number 503-513-00-43005.

PRIOR CITY COUNCIL ACTION:

At the June 4, 2024 meeting, Council adopted Resolution 2034-047 approving the FY 2024/25 CIP which included a budget of $150,000 for a new dump truck funded by the Vehicle and Equipment Fund.

ATTACHMENTS:

Attachment 1) Resolution 2024-076
Attachment 2) Quote and Photograph

Attachment 1

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

RESOLUTION NO. 2024-076

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE PURCHASE OF A 2024 FORD F-750 DUMP TRUCK FROM NATIONAL AUTO FLEET GROUP UNDER SOURCEWELL CONTRACT #091521 FOR $135,825

WHEREAS, the City's 1995 F-700 dump truck has been out of service for two years with a seized transmission; and

WHEREAS, a dump truck is an essential vehicle for all divisions of the Public Works Department for hauling materials such as hot mix asphalt, sand gravel, wood chips, debris, and tree rounds and large branches; and

WHEREAS, research indicates that diesel-powered dump trucks are more efficient and have more power to suit the City's needs of hauling up to eight tons of material, and that electric dump truck alternatives do not appear to be viable at this time; and

WHEREAS, quotes were obtained by the National Auto Fleet Group and Sourcewell, a local government procurement agency under Contract #091521; and

WHEREAS, at the June 4, 2024 meeting, the City Council adopted Resolution 2024-047 approving the Fiscal Year 2024/25 Capital Improvement Program which included a budget of $150,000 from the Vehicle and Equipment Fund for the purchase of a new 5-yard dump truck.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARMELBY-THE-SEA:

Authorize the purchase of a new Ford F-750 5-yard dump truck from National Auto Fleet Group under Sourcewell Contract #091521 in the amount of $135,825.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 9th day of September, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:	ATTEST:
______________________	______________________
Dave Potter	Nova Romero, MMC
Mayor	City Clerk

National Auto Fleet Group

A D ivi sio n of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (855) BUY-NJPA , (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

08/23/2024 OUT OF STOCK BID

City of Carmel QUOTE PO BOX CC Carmel, ca 93921 National Auto Fleet
490 Auto Center Dr
Watsonville, Ca 95076

Purchase Price 118,000.00 plus Electric Tarp 6200.00
11,496.36 Sales Tax 10.50 Tire Fee
33.00 EFA Total 135,824.86

2024 Ford F750 25995 GVWR vin 1FDNF7DXXRDF05209

This vehicle is available under the Sourcewell Contract #091521 -NAF Awarded to National Auto Fleet (dba 72 Hour LLC).

.Bobbie Winterhalder
Commercail Fleet Mgr 831-419-
1602

National Auto Fleet Group

MAKE CHECK PAYABLE TO WCAF, LLC

Attachment 2