



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION

Sarah Berling, Kelly Brezoczky, Hans Buder, Tamara
Michie, and Gerald Montmorency

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

REGULAR MEETING Thursday, June 13, 2024

MEETING 2:30 PM

THIS MEETING WILL BE HELD IN PERSON AND VIA TELECONFERENCE. 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 watch the Youtube Live Stream at: <https://www.youtube.com/@CityofCarmelbytheSea/streams>, or use the link below to view or listen to the meeting via Zoom teleconference:

<https://ci-carmel-ca-us.zoom.us/j/85718545591> Webinar ID: 857 1854 5591 Passcode: 548855 Dial in: (253)-215-8782

HOW TO OFFER PUBLIC COMMENT: Public comment may be given in person at the meeting, 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 yculver@ci.carmel.ca.us. Comments must be received 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

PLEDGE OF ALLEGIANCE

EXTRAORDINARY BUSINESS

- A. Election of the Commission Chair and Vice-Chair

ANNOUNCEMENTS

CONSENT AGENDA

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

actions.

1. May 9, 2024 Meeting Minutes

PUBLIC HEARINGS

ORDERS OF BUSINESS

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

2. Review of public comments received on May 22, 2024 at the Urban Forest Master Plan Community Meeting #2 and consider options to moving forward
3. City Forester's Report for May 2024
4. Public Works Director's Report for May 2024

FUTURE AGENDA ITEMS

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 Forest & Beach Commission regarding any item on this agenda, received after the posting of the agenda will be available at the Public Works Department located on the east side of Junipero Street between Fourth and Fifth Avenues during normal 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 FOREST AND BEACH COMMISSION Staff Report

June 13, 2024
EXTRAORDINARY BUSINESS

TO: Forest and Beach Commissioners

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

SUBJECT: Election of the Commission Chair and Vice-Chair

RECOMMENDATION:

Elect the Commission Chair and Vice-Chair.

BACKGROUND/SUMMARY:

At the June 13, 2024 meeting, the Forest and Beach Commission will need to elect a new Chair and Vice-Chair for at least a one-year term. Commissioners may nominate a fellow Commissioner or themselves for either position(s).

The selection process for this election, and the responsibilities of the Chair and Vice-Chair, are included in the "Forest and Beach Commission Rules of Procedure," which were adopted and approved by the Commission on December 14, 2023. Excerpts regarding the selection process and responsibilities from the Rules of Procedure are as follows:

I. "ORGANIZATION, OFFICERS, AND COMMITTEES

C. Officers

i. Selection

1. A Chair and Vice-Chair shall be elected annually in May from among the Commission's membership at the beginning of the annual meeting to serve at the pleasure of the Commission. The annual meeting shall be scheduled for the same meeting at which any new, regular-term Commissioners are seated.
2. The elections process commences with individual Commissioners nominating candidates until a motion is made, seconded and approved to close nominations. At the conclusion of any discussion, the roll is called alphabetically and each Commissioner votes for one of the nominated candidates until one is elected by simple majority. The newly elected or reelected Chair takes the Chair's seat and repeats this process for the Vice Chair.
3. The Vice-Chair shall succeed the Chair if he/she vacated his/her office before his/her

term is completed, the Vice-Chair to serve the un-expired term of the vacated office. A new Vice Chair shall be elected at the next regular meeting.

4. In the absence of the Chair and Vice-Chair, any other member shall call the Commission to order, whereupon a Chair shall be elected from the members present to preside.

5. The terms of office of the Chair and Vice-Chair shall not exceed two (2) consecutive terms.

ii. Responsibilities

The responsibilities and powers of the officers of the Forest and Beach Commission shall be as follows:

1. Chair

- a. Preside at all meetings of the Commission.
- b. Call special meetings of the Commission.
- c. Sign all documents of the Commission.
- d. See that all actions of the Commission are properly taken.
- e. Assist staff in determining agenda items.
- f. Appoint members for all standing and Ad Hoc Committees.
- g. Act as parliamentarian, in consultation with the City Attorney.

2. Vice-Chair

During the absence, disability, or disqualification of the Chair, the Vice-Chair shall exercise or perform all the duties and be subject to all responsibilities of the Chair.”

FISCAL IMPACT:

None.

ATTACHMENTS:



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

June 13, 2024
CONSENT AGENDA

TO: Forest and Beach Commissioners

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

SUBJECT: May 9, 2024 Meeting Minutes

RECOMMENDATION:

Approve the May 9, 2024 Meeting Minutes.

BACKGROUND/SUMMARY:

FISCAL IMPACT:

ATTACHMENTS:

Attachment #1 - May 9, 2024 Meeting Minutes

**City of Carmel-by-the-Sea
Forest and Beach Commission**

Regular Meeting Minutes

May 9, 2024

Tour Time 2:00 PM

TOUR OF INSPECTION

A. Scenic Pathway, midway between Twelfth Avenue and Thirteenth Avenue

CALL TO ORDER AND ROLL CALL - 2:30 PM

Chair Myers called the meeting to order at 2:33 p.m.

Present: Commissioners Sarah Berling, Kelly Brezoczky, Tamara Michie, Gerald Montmorency, and Chair JC Myers

Staff Present: Robert Harary, P.E., Director of Public Works
Justin Ono, City Forester
Tom Ford, Administrative Analyst
Nova Romero, City Clerk/Commission Secretary

PLEDGE OF ALLEGIANCE

Chair Myers led the pledge of allegiance.

EXTRAORDINARY BUSINESS

A. Proclamation - National Volunteer Appreciation Week - April 14-20, 2024

Chair Myers read the City Council's proclamation recognizing volunteer groups that support the City which includes the Forest and Beach Commissioners, Carmel Cares, Carmel Garden Club, Friends of Carmel Forest, Friends of the Mission Trail Nature Preserve, and the Lester Rowntree Native Plant Garden Committee.

PUBLIC APPEARANCES

Cindy Lloyd – Presented outgoing Chair Meyers with a plant
Melanie Billig – Noted problems with the draft Urban Forest Master Plan (UFMP) tree species list
Dale Byrne – Noted the Ocean Median Islands Landscaping Project is underway
Doug Curren – Questioned the timing to reopen two damaged beach access stairs
Linda Smith – UFMP Steering Committee member, advocated for Monterey Pines
Jackson Smith – Provided a handout on behalf of Linda Smith

ANNOUNCEMENTS

Public Works Director Harary announced:

- Today is Chair Myers's last meeting. He expressed sincere gratitude to Chair JC Myers for his dedication and leadership on the Forest and Beach Commission.
- Council re-appointed Commissioner Berling for another 4-year term.
- Introduced Hans Buder, in the audience, who was appointed to a 4-year term to the Forest and Beach Commission with a term beginning on June 1st.
- Mandatory biennial AB1234 ethics training is coming up on June 13th. City Clerk Romero sent Commissioners an email with details. UFMP Steering Committee members are also invited to attend, but it is not mandatory.

- iPads can be used at the dais in lieu of having printed copies of the agenda packets if Commissioners would like to use them. Four Commissioners requested this.
- Responded to Ms. Billig's comments on the proposed tree list, and said that the City welcomes written feedback on the draft Tree Species List.
- Responded to Mr. Curren's questions about the structurally-damaged beach access stairs at Twelfth Avenue and Tenth Avenue North. The reason it is estimated to take a year and a half, or more, to complete the repairs is because permits will be required from the Coastal Commission, Marine Sanctuary, California Department of Fish and Wildlife Service, and others. He noted that staff is about to release a Request for Proposals to start the design and environmental permit acquisition process.

CONSENT AGENDA

Item 1: April 11, 2024 Meeting Minutes

Item 2: Confirm the Agenda for the May 22, 2024 Community Meeting for the Urban Forest Master Plan

Motion by Commissioner Brezoczky to approve Consent Agenda items 1 and 2, seconded by Commissioner Berling, and approved by the following roll call vote:

AYES: Berling, Brezoczky, Michie, Montmorency, Myers

NOES: None

ABSENT: None

ABSTAIN: None

ORDERS OF BUSINESS

Item 3: Consider the addition of 1,000 feet of Barrier Railing along Scenic Pathway, consider widening the pathway, and consider the addition of 2,000 feet of erosion-prevention redwood borders along the edge of the pathway

Administrative Analyst Tom Ford introduced the staff report and answered questions from the Commission. He introduced Dale Byrne of Carmel Cares who will present their proposed Scenic Pathway Project's next implementation phase, which includes additional barrier railings, widening of the Pathway, placement of decomposed granite, and other incidental work. Staff is recommending approval of the proposed design concepts, and construction would begin upon issuance of an Encroachment Permit.

Mr. Byrne gave a PowerPoint presentation and added that Carmel Cares is working in partnership with the City on this capital improvement project. It is a multi-year, \$200,000 project with 50% of funding contributed from Carmel Cares. He asked for the Commission's approval or direction on the proposed Scenic Pathway design concepts. He thanked Shirley Moon, Carmel Care volunteer, for all of her hard work on this project. Mr. Byrne also answered questions from the Commission.

Public Comment:

Cindy Lloyd

Director Harary asked to clarify two issues. First, the design proposal may include installation of granite stone borders around planter islands. This was previously approved by the Commission, but not fully implemented, so it was suggested to include this into today's motion to approve. The second issue was related to proposed signage upgrades along the Pathway. Although mentioned

in the presentation, no signs are being recommended for approval at this time as signage is subject to a further review process by the City.

Motion by Commissioner Michie to approve the Scenic Pathway Project plan as presented by Dale Byrne, seconded by Commissioner Berling.

Commissioner Brezoczky made a friendly amendment to the motion to approve the Scenic Pathway Project plan as presented, including approval of the granite border landscaping stones, amended motion seconded by Commissioner Berling, and approved by the following roll call vote:

AYES: Berling, Brezoczky, Michie, Montmorency, Myers

NOES: None

ABSENT: None

ABSTAIN: None

Item 4: Receive a presentation to reconfirm the Goals of the Urban Forest Master Plan and review and provide direction on certain Actions Item

City Forester Ono noted that the Goals and Action Items list taken from the draft UFMP was included in the Agenda packet. He gave an overview of the previously-established goals of the UFMP and highlighted some of the actions listed in blue as priority for additional discussions for the upcoming Community Meeting #2 on May 22nd at Sunset Center.

Forester Ono said at the Community Meeting, there will be a breakout session for people to provide their input on certain sections of the UFMP, such as the draft Tree Species List and other elements. He welcomed any additional guidance or direction from the Commission on these action items, and our final approach to the Community Meeting. He also answered questions from the Commission.

Public Comment:

Scott Lonergan

Peter Quintanilla, UFMP Committee Member

Victoria Beach

Linda Smith, UFMP Committee Member

Melanie Billig

Commission received the presentation and provided suggestions to staff.

Item 5: City Forester's Report for April 2024

City Forester Ono provided the City Forester's Report for April 2024 including the following:

- Proposed three-year catch up plan in the Fiscal Year 2024/25 Operating Budget to remove the backlog of 400+ dead trees and 886 stumps, costing \$3.6M.
- Introduced to Council a new \$200 fee for Dead Tree Removal Permits to encourage removals, as opposed to continuing to implement the existing \$682 fee for tree removal permits for other trees.
- Presented to Council to declare a private dead Monterey pine tree a Public Nuisance and to order its removal.
- Planted two trees for Arbor Day in Devendorf Park, including one in memory of a volunteer.
- Installed two rubberized tree wells on San Carlos Street, north of Fourth Avenue, as a pilot project, and received positive feedback. More will be installed as funding permits.
- Started review of the full draft of the Urban Forest Management Plan report.

- Utilizing remaining budget in our landscape maintenance contract, authorized extra tasks including irrigation installation along the Ocean Avenue medians and weed abatement.
- Contractors removed 15 stumps and completed various tree maintenance tasks in March.
- Forestry crews planted 17 new trees, removed 7 dead/fallen trees, and picked up 5 large piles of logs left behind by PG&E tree pruning crews.
- Started removing dead trees along San Carlos Street and planned for new tree planting following the recent paving project.
- Issued Encroachment Permit to Leadership Carmel for their Scenic Pathway Legacy Project south of Eighth Avenue.
- Crews received training on electrical hazards and advanced rigging.
- Director Harary noted that in the Forester's Reports, on the graph entitled, "City-performed tree work – year by year comparison," it appears that the data was inconsistent in years past. The intent is to always include removals, pruning, plantings, and stump removals done by both City contractors plus City crews.

Public Comment: None

Item 6: Public Works Director's Report for April 2024

Public Works Director Harary provided the Public Works Report for April 2024 including the following:

City Council actions related for Forestry, Parks, and Beach issues:

- Forester Ono already noted Council actions related to the 3-year forestry catchup plan in the operating budget, the proposed \$200 dead tree removal permit, and declaring a dead tree as a public nuisance.
- To expand on the proposed operating budget, at the May 7th Council meeting, staff recommended approval of 3 new positions into the Forestry Division: 1 – an Assistant City Forester, 2 – a Tree Permit Technician, and 3 – a Forestry Maintenance Worker.
- On May 7th, Council also approved a \$438,000 contract for construction of the Mission Trails Nature Preserve (MTNP) 3 Stream/Drainage Projects. Construction will include drainage pipes along Doolittle Trail near Rio Road, reconstruction of a large swale on Willow Trail, and an elevated, redwood boardwalk over a bog on the Willow Trail. Construction to begin this summer.

Climate Action and Adaptation Plan Implementation:

- The second annual Earth Day/Arbor Day/Community Day, held on April 20th in Devendorf Park, was a huge success! The event included 37 booths staffed by a wide variety of environmental, sustainability, public safety, and community-oriented partners, as well as farmer's market vendors.
- For the Coastal Engineering Study, Phase 2, reviewed a draft Community Engagement Plan and provided comments. Also, submitted the first quarterly report for the \$500k Local Coastal Program grant to the Coastal Commission for reimbursement of initial expenses, and the report was approved.

Volunteer Organizations:

- Met with Friends of the MTNP to discuss scope, schedule, and costs associated with a potential new capital improvement project to begin in FY 2024/25 called the "Doolittle Bridge and Trail Realignment." This footbridge was previously referred to as Laiolo Bridge. The Friends will contribute to the project.
- For the Ocean Avenue Median Islands Project approved in March by the Forest and Beach Commission, Carmel Cares and staff cleared the island between Dolores and

Lincoln Streets, removed several tree stumps, repaired electrical lighting issues, placed 42 new boulders, and purchased landscaping materials.

Miscellaneous Forestry, Parks, and Beach issues:

- Commissioner Kelly Brezoczky presented the results of the UFMP Community Survey at the April Commission meeting and has volunteered to give the presentation to the City Council at their July meeting.
- Beau King joined the Public Works team as a Maintenance Worker. He worked locally with Valley Landscaping and Paving for the past 25 years, and hit the ground running.
- Completed repairs to the wooden beach access steps at Martin Way and provided beach stairs open/use caution signs. A new handrail is currently being fabricated.
- For the concrete beach access stairs at Eighth, Tenth South, Eleventh, and Thirteenth Avenues and Santa Lucia Avenue, completed the final punch list items of minor repairs while the stairs were open.
- Completed the installation of the post and rail cedar wood fence along Ocean and San Antonio Avenues at the boundary of the North Dunes Habitat Restoration site. The 675-foot long fence included 84 posts and 228 rails.
- Started filling in tree wells in the downtown area with decomposed granite, for safety reasons.
- Met with the Carmel Area Wastewater District to coordinate CAWD's proposed "Bridge to Everywhere" Project. The project will be partially located in the City-owned Rio Park property currently used as a staging area for wood chips, logs, and other materials. These materials will be repositioned over time to accommodate CAWD's proposed trails through the site.

Public Comment: None

FUTURE AGENDA ITEMS

- Seating of Commission Chair and Vice Chair

ADJOURNMENT

Commission adjourned at 5:06 p.m.

Respectfully submitted,

Yvette Culver, Recording Secretary

Approved by:

Commission, Chair



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

June 13, 2024
ORDERS OF BUSINESS

TO: Forest and Beach Commissioners

SUBMITTED BY: Justin Ono, City Forester

SUBJECT: Review of public comments received on May 22, 2024 at the Urban Forest Master Plan Community Meeting #2 and consider options to moving forward

RECOMMENDATION:

Review public feedback from the Urban Forest Master Plan (UFMP) Community Meeting #2.

Consider the draft list of "Next Steps" below, including an approach to implementing that feedback with the City Forester for incorporation into the UFMP, including heavily revising the Tree Species List to focus on planting, maintaining, and replacing native trees.

Discuss how to best utilize the Steering Committee in the coming months, and set a date for a specific meeting to ensure we are collectively on the right track on the Tree Species List given the public's feedback. Record the meeting, and allow further public comments.

BACKGROUND/SUMMARY:

The second Community Meeting for the UFMP was held at the Sunset Center's Carpenter Hall on May 22, 2024 from 6:00 pm to 8:00 pm as an opportunity to garner input and feedback from the public. This meeting was advertised in the "Carmel Pine Cone," posted in "Friday Letters," and noted at prior Forest and Beach Commission meetings. Over 60 members of the public attended, as well as members of the Forest & Beach Commission (Sarah Berling, Kelly Brezoczky, Tamara Michie, and Gerald Montmorency), City Council (Jeff Baron) and City Staff (Justin Ono, Tom Ford, and Bob Harary).

When the audience was asked if they had heard or attended the first UFMP Community Workshop on July 12, 2023 and/or seen notices about the Community Survey, only a few hands were raised. It was noted that the Community Survey was available online and on paper formats at four locations in the City (Post Office, City Hall, Public Works, and Harrison Memorial Library) for 45 days beginning September 25th until November 13, 2023. Many attendees indicated they were residents; however, the exact percentage of residents to non-residents who attended the workshop is unknown.

Three attachments regarding the Workshop follow:

- **Attachment 1** contains the Agenda for the community meeting and a description of each item as it was presented or conducted.
- **Attachment 2** contains the written public comments from the meeting, including breakout activity questions and feedback.
- **Attachment 3** contains sentiments verbally expressed by members of the public following group discussions.

The following themes emerged numerous times at the Workshop:

- Protect, prioritize, and adequately care for native tree species, in particular our predominant native species of Monterey pines, coast live oaks, and Monterey cypress. Maintain what we have.
- Address the community survey's validity, as well as the terms "Urban Forest" vs. "Urbanized Forest."
- Seek further input from scientists, professors of ecology and forestry, and licensed and certified professionals in these fields.

Regarding the final bullet point above, the City intends to continue doing so throughout this UFMP process. The City will also continue to recognize the critical importance of community input, and will continue to seek community input.

Next steps moving forward:

At the June 13th Forest and Beach Commission meeting, Staff will recommend that the Commission and Steering Committee consider the following next steps to continue to develop the draft UFMP.

- Push Davey Resource Group to finish their report. The report will be further reviewed, but ultimately modified prior to consideration for adoption.
- Adjust the Tree Species List to highly prioritize native trees, especially maintaining our predominant Monterey pines, coast live oak, and Monterey Cypress, while significantly reducing, or eliminating, non-native trees, trees which are not climate-appropriate, and/or trees require extensive watering.
- The City will adjust the report to reflect a reasonable and practical combination of expert input alongside the wishes of residents, particularly regarding the preservation and care of native trees and our most notable native species.
- Continue to address specific, technical portions of the UFMP at each Forest and Beach Commission/Steering Committee meetings. Examples of subsequent topics include, Operational Review of City Tree Maintenance, and Priority Planting Plan/Tree Replacement Model.
- Consider a joint meeting of the Forest and Beach Commission and Planning Commission to ensure the UFMP is aligned with the General Plan.
- Discuss how to best utilize the Steering Committee in the coming months, and set a date for a specific meeting to ensure we are collectively on the right track on the Tree Species List given the public's feedback. Record the meeting, and allow further public comments.
- Hold Workshop #3 in late fall/early winter to review the draft UFMP to ensure it reflects the sentiments of

the community and the expertise of industry professionals.

FISCAL IMPACT:

Apart from minimal costs of workshop materials (advertisement, pens, flipchart, sticky notes), no other costs were incurred beyond the original scope of the UFMP capital improvement project budget.

ATTACHMENTS:

Attachment 1 - 05.22.24 Meeting Agenda

Attachment 2 - Breakout Activity Feedback 05.22.24

Attachment 3 - Verbal Comments Recorded 05.22.24

Urban Forest Master Plan (UFMP) Community Meeting #2

May 22, 2024

6:00 PM – 8:00 PM

Carpenter Hall



1. Introductions

- a. **Future Educational Topics Exercise:** In this activity, attendees were asked to write on sticky notes which informative/educational topics they would like the City Forester to provide. Results are in **Attachment 2** of this agenda packet. Additional topics can be mailed to forester@cbts.us
- b. **UFMP Overview, Status, Documents:** In this item, we explained the UFMP process began in 2022. Since then, various technical studies, data gathering, and reports (Digital Tree Inventory, Community Tree Resource Analysis, Tree Canopy and Land Cover Assessment) were conducted by our consultants and each was brought to the Forest and Beach Commission for discussion and direction. All of these documents can be viewed on our site, ci.carmel.ca.us/UFMP which we showed on the screen.
- c. **Notice of upcoming Community Wildfire and Prevention Plan meeting:** In this item, we advertised the meeting that was hosted by Carmel Prepares and subsequently held on June 1st, 2024. Visit ci.carmel.ca.us/UFMP for a link to the Community Wildfire Protection Plan (CWPP).

- 2. **Scenic Road Trees (*presented by Friends of Carmel Forest, Peter Quintanilla*)** In this presentation, Mr. Quintanilla (ISA Board Certified Master Arborist, instructor at MPC and Cabrillo College) proposed a collective effort to ensure the Cypress trees along Scenic Road, an iconic element along the pathway, are appropriately cared for and, when a tree is reaching the end of its life, replaced in that location in a timely manner to ensure the revitalization and overall health of the trees along Scenic.
- 3. **UFMP Community Survey Highlights (*presented by Forest and Beach Commissioner Brezoczky*)** In this presentation (found on ci.carmel.ca.us/UFMP Ms. Brezoczky highlighted the results of the community survey with graphics and charts.
- 4. **Tree Keeper software and Tree Inventory (*presented by City Forester, Justin Ono*)** In this demonstration, Justin Ono (ISA Board Certified Master Arborist, ISA

Certified Arborist Municipal Specialist, ISA Tree Risk Assessment Qualification) logged onto our digital tree inventory (link found at ci.carmel.ca.us) and explained that each point represents a tree. Each has a unique ID that we now use to track its status over time. With this new software, the City Forester has the ability to leave notes pertaining to individual trees, and when one is planted, replaced, or removed, that can be documented as well. It also serves as the basis for our data collection: the software tells us exactly how many trees are in the inventory, and how many are in what condition. This is what the City is currently using to determine which trees are included in our 3-year catch up plan to address deferred maintenance.

5. Forestry Resources – Past, Present, and Future In this portion, Public Works Director Bob Harary reviewed the staffing that the Forestry Division has had since Covid and the challenges of limited staff in relation to the amount of work, both on the ground and administratively, that it takes to address years of deferred maintenance. Funding for tree planting and maintenance has increased significantly in the last two fiscal years, with a budget of 1.3 million dollars in upcoming Fiscal Year 2024/25. Next year, we will be hiring an additional tree crew member to have a 4-member team, as well as an Assistant City Forester.

6. Breakout Session:

- a. Current Tree Species Variety**
- b. Replanting**
- c. Upper and Lower Canopy designations**
- d. DRAFT Tree Species List**

Residents had 25 minutes to discuss and write on sticky notes either their opinions regarding the questions A, B, C, and D that were provided. **See Attachment 2 for results.** At the end of the activity, each table had at least one person from their group present their table's feedback regarding the topics A-D.

7. Conclusion – Next Steps

- a. Q&A Feedback:** In this portion, questions were put up on the screen asking What worked well about tonight's format? What did we miss? What would you like us to collectively address/discuss moving forward? Answers were placed onto the flipchart labeled "Parking Lot" (**See Attachment 2 for results**).
- b. Future topics of public education outreach** (**See Attachment 2 for results**).

BREAKOUT “A1”

How do we mesh together the fact that we want to honor Monterey pines, coast live oaks, and Monterey cypress as our primary native species, along with the fact that urbanized forests with a more balanced variety of species are more resilient to drought / pests and disease / storm events / other stressors which may otherwise result in the loss of much (and in some cases all) of any one species?

of any one species?

A1 Don't promote
non-native which
often don't do well
and may damage natives.
Natives have survived here before.

A2 ~~only plant natives~~
~~Oaks, pines, and cypresses~~

A1 - Fundamental
question... maintain
percentages of native
Pines & Oaks in the
city.

A2 - Maintain
percentages of
oak, Monterey pine,
cypress!

A1 / THE APPROPRIATE
RESPONSE IS TO
PLANT MONTEREY PINES
& OAKS
THAT ARE FROM
STRAINS THAT HAVE
SHOWN THEMSELVES
TO BE DROUGHT &
DISEASE
RESISTANT

The three
suggested native
trees are adapted
to this area
above any
introduced
species.
Promote Native.

Maintenance &
water & replace
if same.

- Creating groves of
like species

Tree species diversity
is essential -

A1 - Top 3 have
survived droughts
for centuries

only natives
A1 Hire scientists
to give us
scientific
A2 include plant
info

A1) Better management
of the currently native
trees would relieve
some of the stress on
those specimens.

A1
Monterey Pines
need to be ~~planted~~
together to thrive.
We must plant
native trees
only.

A1 + A2

We need to see the
trees as part of ~~an~~
ecosystem - we have
a town in a forest.
Choosing what trees to
have in our ~~park~~ forest
needs to be done by
a forest ecologist.

A1/A2

Monterey pines are
more resistant to
fire when in
larger stands/numbers.
So diversity may not
be the answer.

A1/A2

Must be answered
scientifically by
scientists. This
cannot be based
on individual arboreal
opinion.

A-1

MORE OAKS
LESS SHALLOW ROOTS
PINE.

more oaks
A1

Variety in
trees - mostly
native

3 recommended
for 40x100 lot

A1 + A2

We need a scientific
study to answer these
questions.

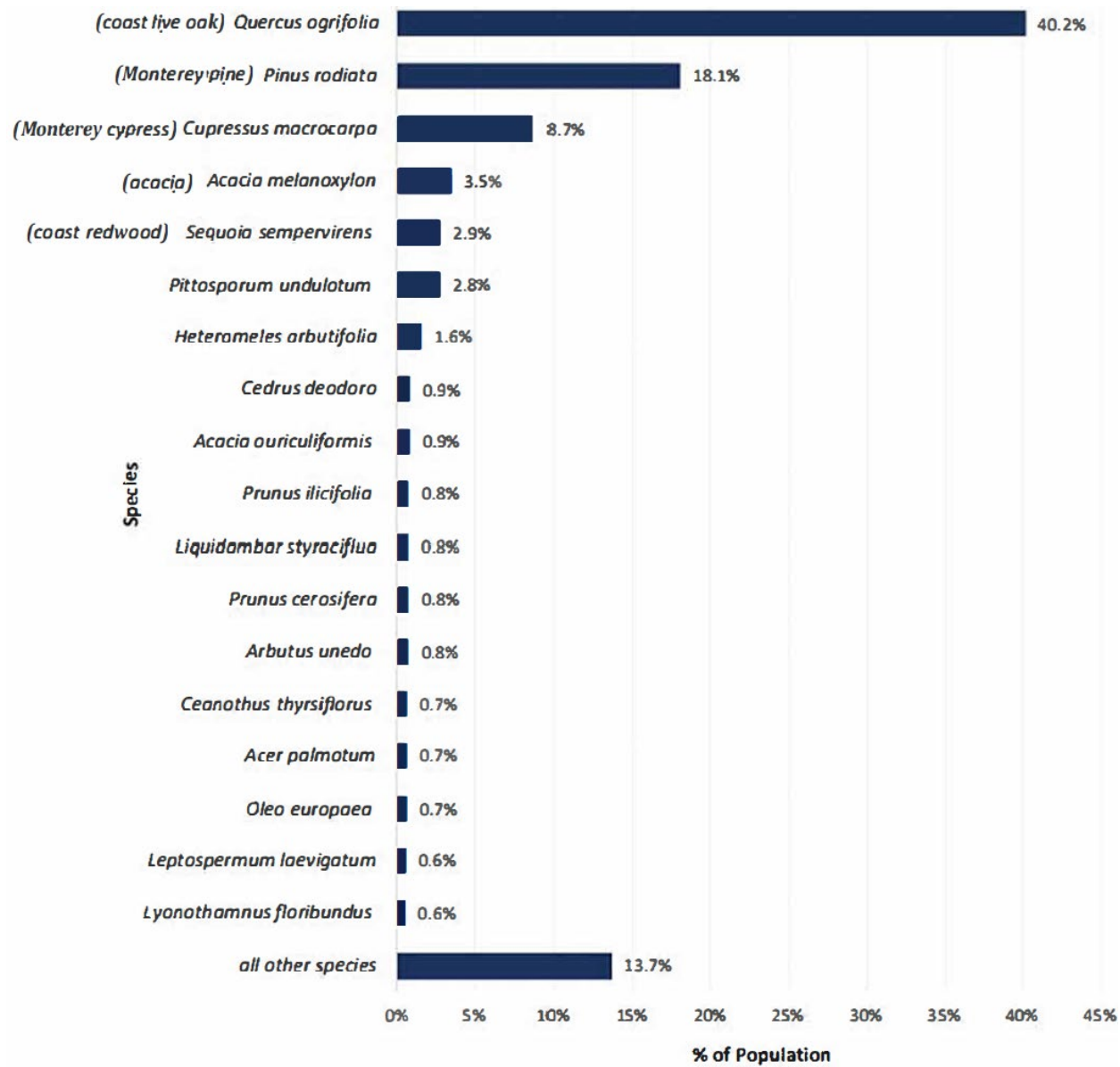
We cannot manage
the forest ecosystem
based on opinion polls.

HONOR
MONTEREY PINES
COASTAL OAKS
cypress
native trees

BREAKOUT “A2”

Using the graph provided, what percent (or range of percentages) do you feel would be reasonable in order to maintain the "big 3" as our primary native tree species (pine, oak, cypress), while also ensuring a healthy variety of species?

Public Tree Species Diversity in Carmel-by-the-Sea



Introduce
climate Brit
appropriate species
A2 to minimum
60 to maintain
existing primary
natives

A2
THE SCIENCE
OF ECOLOGY
SHOULD ANSWER
THIS QUESTION

How many
meetings
will it take
to agree on
the "right"
ecologist?

Carmel's urbanized
Monterey Pine/ live
oak forest is
protected by
CEQA

the Forest
was here
FIRS

CEQA
NOT Survey

~~A1 - 30%~~
B2 - Not 4 upper
canopy trees
on each property
- Too too small
for upper canopy
trees
C1 - lower canopy in
yard only

A1
30%

A2
only native
species

A2
Increase Qty
of Coastal Red-
woods.

Enlist the help
of CNPS!

Our Forest
IS
URBANIZED
Not
URBAN

A2) Maybe more
cypress & pines?

Do not plant
more cypress
trees in town.
Limit to scenic.

A2 - 30%
monterey pines
in dominance
protect each other

What is the
wicking plan
for Replacement trees

8 trees have
been taken out
in my neighborhood
Monte Verde (green
mountain) with 1 replace-
ment in the last 25 yrs.

Having upper
storage canopy
trees is important
to the Birds

Bias people answering
questions on the
Survey

Star fear of
upper canopy
trees & young
trees don't catch
fire & cause damage

Replacement
trees... Who
TAKES care of
these trees?

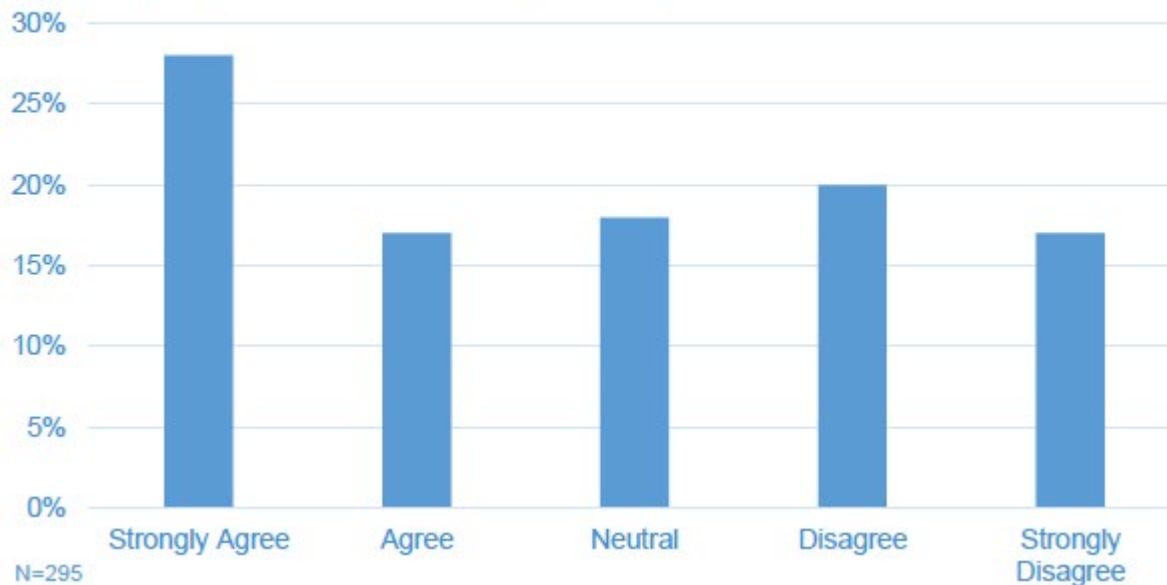
Don't take a
tree out for a
parking place

BREAKOUT “B1”

[Reference the graph provided]

When do you think a tree should (or should not) be replanted on public property?

If a tree is removed in Carmel, whether it is on public or private property, it should always be replaced with another tree...



B1

NEUTRAL

B1, B2
SHOULD BE REPLANTED
UNLESS OTHER TREES
HAVE FILLED IN AND
THERE IS NO ROOM
TO GROW
PUBLIC & PRIVATE

B1

THIS QUESTION
SHOULD BE
ANSWERED
W/ THE SCIENCE
OF ECOLOGY

B1 - Public
always replant
Unless poorly sited
to begin with
Replant @ appropriate
level of canopy

B1: Take into
account "volunteer"
trees, as an
alternative to
replanting as a
requirement

B1

If it is in the
way of parking
etc.

B1

Always Native

B1 + B2

These are questions
for a professional
scientist trained in
restoration &
maintenance of
Montezuma Pine Forest
ecosystem.

In most cases,
considering safety,
space, and beauty,
a tree should be
replanted on
public property

B1

A tree should
be replanted on
public property if
there is sufficient
space for a
new tree to grow.

B1

B1 Always with
native trees

B1 replant if it
fits the setting
lower canopy if
under power
lines
& natives only

B1 - B2

Native trees should
always be planted
when one is
removed. We
need to replenish our
forest.

B1 1.5-2.0' 

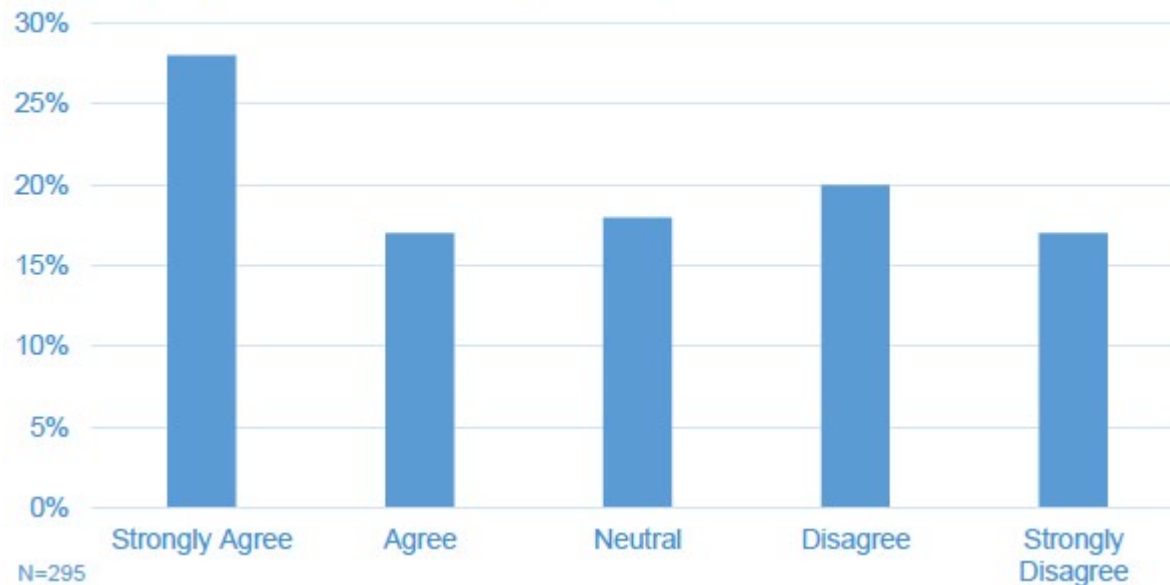
Trees should
replace each
tree removed

BREAKOUT “B2”

[Reference the graph provided]

When do you think a tree should (or should not) be replanted on private property?

If a tree is removed in Carmel, whether it is on public or private property, it should always be replaced with another tree...



B1/B2

we need scientific
understanding to
answer these questions
hire scientists
to help

B2

THIS QUESTION
SHOULD BE
ANSWERED
W/ THE SCIENCE
OF ECOLOGY

"B1" always w/ a native tree
"B2" always w/ a native tree

B2

BY OWNER
CHOICE

B-2

Replant 1:1
replacements
+ appropriate
canopy considers
surroundings

B2 replant if
it fits the
setting
+ natives
only

B2 Always with
native tree

B2: Take into
account "volunteer"
trees, as an
alternative to
replanting as a
requirement.

B2

do not replant
if it damages
neighbor's
property

B2:

IF the property
already has several
trees (meets the
guidelines) then
don't ask for
replace next

OWNER'S
CHOICE
😊

B1) Always replanted,
Public canopy to be
proactively maintained.

B2) Case by case...

B2-

Only if there
is room +
sunlight, fire
safety, etc.

On private
property, a
tree should be
replanted if
the owners wish
to have it.

BREAKOUT “C1”

[Reference the graph]

What quantity of upper canopy and what quantity of lower canopy do you think is appropriate for a 4,000 square foot lot, and why?



C1/

it depends on
the ecosystem of
the lot I would
assume lot ~~was~~
we need further
SCIENTIFIC
exploration to answer
this question

C1 Qty of
trees must
~~fit~~ the property
+ natives
only

C1

THIS NEEDS
TO BE ANSWERED
BY THE THE
SCIENCE OF
ECOLGY

C1 - Stay same

C1 ~~XXXX~~

We need to hire
~~an~~ an expert in
Monterey Pine Forest
recovery to make
these decisions.

C 1

DECREASED

Lower canopy
should be in
greater number
than upper canopy
because of safety
and size of trees

C1

"C1"

what we call
for now - natives

C-1

A STEEL & GLASS
HOUSE CLOSE TO
THE STREET NEED
20% CANOPY TREES
TO BLOCK VIEW
FROM STREET.

50%

C-1

upper

50% lower

~~for~~

B2. Should
be replanted
somewhere if
it can't be put
where it was
for some
reason

ada's take
up space
as do large
homes =
no room
for trees

how many
trees are
required on
a lot
w/ house ~~trees~~
w/ no trees.
Should have to
plant them

C1, C2

75% upper canopy
& 25% lower - same
as before

YES, KEEP CANOPY
designation

C1 It might
be calculated
by block, not
by lot.

C1 ~~XXXX~~

One requirement
of 3 upper canopy
+ 1 lower canopy
was designed by the
then forester to
maintain our forest.
We need to keep this.

BREAKOUT “C2”

[Reference the graph]

Do you think Upper Canopy and Lower Canopy designations are still an appropriate way for us all to categorize our trees?



C2

WE NEED
TO ASK ~~THE~~
A SCIENTIST

C2

There is no way for
us to know the
answer to this
question without
SCIENTIFIC
analysis so hire
Scientists!

P. 9

YES

B2 for 10

reason
other than
serious
allergic
reactions

C2

Creating a healthy
forest needs
a larger perspective.
than 1 lot in a
vacuum

~~C1~~

C2 - yes

C2

Absolutely. We
need to keep these
designations to
keep our forest
ecology alive.

C2

We should never
consider eliminating
Upper canopy trees.
Instead we need to
restore the Montezuma
Pines & their eco
system.

Perhaps - but
please dictate
other possible
ways to categorize
trees

C2

C2

No.

C2 only native
yes

C-2

Upper canopy
& lower canopy
designations
are
essential!

BREAKOUT “D”

**What is your feedback on the Draft Tree Species
List?**

**(Whether they be general comments, or line-by-
line input on species)**

Prioritize !!!
Natives ...
See CNPS
comment
letter.

create open season
for non native & invasive
trees/plants allowing, for
example, removal of
Acacia without requiring
a permit
Eucalyptus
ice plant
Pampas Grass

Wish the city
would take out
~~EUCALYPTUS~~,
ACACIA

I want pines,
Cypress, Oaks
from strains
that are
drought
resistant &
disease
resistant
proven to survive

Only replant
"testbed"
natives
if a tree
isn't proven
or improves
the look of
a forest, don't
plant it

Remove invasive
trees & plants. Plant
only native trees &
plants.
Use horticultural
science selecting trees
and groupings. eg select
"complementary" species.
Don't fight mother
nature.

The tree list
is "terrible" - too
many non
native trees
need more
natives
non-natives
are invasive, compete for
resources, harmful to
people

D - Tree Species
ridiculous!
huge edits
necessary.
Soil & climate
appropriate
& compatible to our
natives

D
There should be
NO NON-NATIVE
species on this
list but ASK
SCIENTISTS

What informational/educational topics related to trees would you like the City to provide to residents?

What is the city's current position on the blue tagged trees?

Q?

When you say "Scenic ROAD trees be maintained"

What is meant by maintained?

Are you referring to an individual tree "today" OR are we talking about "maintaining" the majesty of the "CYPRESS CATHEDRAL" (that peaked over 30 years ago & has been in

Describe the Carmel "Ethic" report regarding trees "Return of the Natives"

We have serious concerns that \$ being poured into "experts" & consultants" VS. maintenance

Please explain the relationship -

Forest Patch Permits Forester

Common Diseases & Pests found in our trees

What to do about those pests.

Identifying a declining tree.

How unique our Pine Forest is AND Needs to be preserved AND maintained

Please Do NOT Allow Non NATIVE Trees, plants or grass to be planted

Keep the ORIGINAL MASTER PLAN Set by Perry

RE: 3 UPPER CANOPIES on private property
→ Wouldn't it be prudent to stagger/planting so they are different ages?

We need specific criteria from local arborists that meet the city requirements to obtain a permit for tree removal

Local arborists need to have resistograph or sonic tomography equipment if this is a requirement to obtain a permit for tree removal

Why is a different type of tree being replanted instead of replanting the same type of tree

Info which should be presented to Residents:

Tree Species Diversity (pg. 4) at handout
Tree Conditions in Public Areas (Pg 3)

Who is making the decisions on what type of tree to replant

Help residents understand the importance of replacing downed trees w/ same species!

CAL FIRE was declared Carmel by sea a fire zone.

My home insurance was cancelled. What are we to do about this?

I would like residents ~~to~~ to be informed about the Firewise program. They should be encouraged to follow Firewise guidelines.

Thanks!

When a tree is removed will it be replaced with a native tree?

DO YOU KNOW ABOUT THE CRA QUESTIONNAIRE ON OUR VILLAGE FOREST

DO YOU WANT TO KNOW THE ANSWERS.

KIM WHITE KIM LEE

JEB Bailey

What is the current Protocol for existing and new growth trees?

Thank you!

Why did we need a new MASTER PLAN WHEN ALL WE WANT IS TO ADHERE TO THE PRESENT ONE?

“PARKING LOT”

(WHAT DID WE MISS? / WHAT WENT WELL? / FURTHER IDEAS?)

Missing issue:
Need to allow
residents to
comply with
Firewise guidelines.

SUCCESSION
EQUALS
SUCCESS.

PLANT
PERIODICALLY.

Don't let the
lack of a 100%
solution
prevent the
implementation
of a partial
solution.

- Parking Lot

- Changes in the proposed
management of trees in the
city might need to have
Coastal Commission certification
of an amended Local Coastal Plan

Some how we
need to help
new home owners
their responsibility
to care for their trees.

Make sure we
get educated on
what makes major
species thrive or
not.

~~Check~~

How about allowing
property owners to
make their own choices
when & how to handle
their trees - THIS IS
A. →

Interface
w/ Building +
Planning to
housing enlargements
w/ loss of trees.
Code
change?

CEQA
How to create building
codes that get water to
large trees via
downspouts +
permeable
hardscape

The city paid to have
Davey assess the health of
the public trees = some dead
some sick, some maintain.
This tree assessment needs
to be offered to private tree
owners. →

It's always good to try to take
the pulse of the town by what-
ever means possible. However,
what is missing is expertise
on how to address our neglected
forest ecology.

Please Please don't
spend more \$ on
CEQA study at the
expense of maintenance

Database is great.
Now spend \$ on
removing/preventing
trees & catching up

Open Comments
beyond inside
breakouts.

Thank you for starting the data set.
Please now budget for a
scientific study of the data and
of how to restore & manage our
native before making any decisions!

Forest & Beach Commission Community Workshop
May 22, 2024

Due to the meeting not being video recorded, City staff and Forest and Beach Commissioners attempted to capture the verbal comments expressed at the meeting by members of the public. As much of an effort as possible was made to capture the wording used by the speakers while taking notes:

City needs a longer term plan for what do we want it to look like in 40, 60, 80 years. Cypress are old and don't look like they used to 30 years ago. [Scenic Road resident]

After the Community Survey presentation, there were concerns about the Community Survey methodology being volunteer and not random sampling. It might be useful to include information in future presentations showing how the survey was communicated to the public (city website, Pine Cone, library, etc over two month period) to show that the availability of the survey was broad and that all residents had the chance to participate.

We need to be careful about governance by survey; it's a source of information, but it's not determinative. We should reference the CA Environmental Quality Act; we have a number of special status species and any impact to those would be problematic; city negligence has hurt these trees. The only way to get to any plan is an environmental impact report.

Water and maintenance is key to the health of the forest; we believe that's been neglected. We believe that natives should represent 60% of the forest and we also want diversity. There are many trees on the tree list that are not climate appropriate (they're Southern CA trees); and we're working to put a better list together that is more appropriate to a Mediterranean climate.

*The challenge is how do we honor Monterey Pines and climate change:
We need to select strains from those species that are resistant to these climate changes.
When we consider whether tree should be replanted—that should be answered by the science of ecology; Science of ecology has the answer.
Would also like Environmental Impact report.*

*How do you maintain a Monterey Pine forest with oaks?
Removing them and replacing them in the way they need to be replanted*

*We favor natives, and how do we get rid of acacias?
Don't mess with the non-native species; mother nature knows best*

*Yes, maintain the natives; and do a better job of maintaining them.
Tree list is way too long—maybe come up with 10 trees instead.
Each lot could have 1 upper canopy tree.
How over time the houses have been getting bigger, the desire to plant trees goes down.*

*Good news here tonight that starting off with criticism with opinion based research
Near consensus—want expertise and science*

Participant Verbal Comments

We are not equipped to answer any of these questions

We need practical approach that balances science and what our community wants.

Survey is good and represents what residents feel; everybody in Carmel likes trees, the question is how do we do a better job of maintaining the aging trees we have and planning for the future.



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

June 13, 2024
ORDERS OF BUSINESS

TO: Forest and Beach Commissioners

SUBMITTED BY: Justin Ono, City Forester

SUBJECT: City Forester's Report for May 2024

RECOMMENDATION:

Receive the City Forester's Report for April 2024

BACKGROUND/SUMMARY:

Environmental Evaluation

This action does not constitute a project within the meaning of the California Environmental Quality Act under Public Resources Code Section 21065. It has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and, therefore, does not require environmental review.

FISCAL IMPACT:

ATTACHMENTS:

Attachment #1 - City Forester's Report for May 2024



CITY OF CARMEL-BY-THE-SEA

Monthly Report

City Forester's Report

TO: Forest and Beach Commissioners

FROM: Justin Ono, City Forester

SUBJECT: May 2024 Forester's Report

Forestry, Parks, and Beach Highlights:

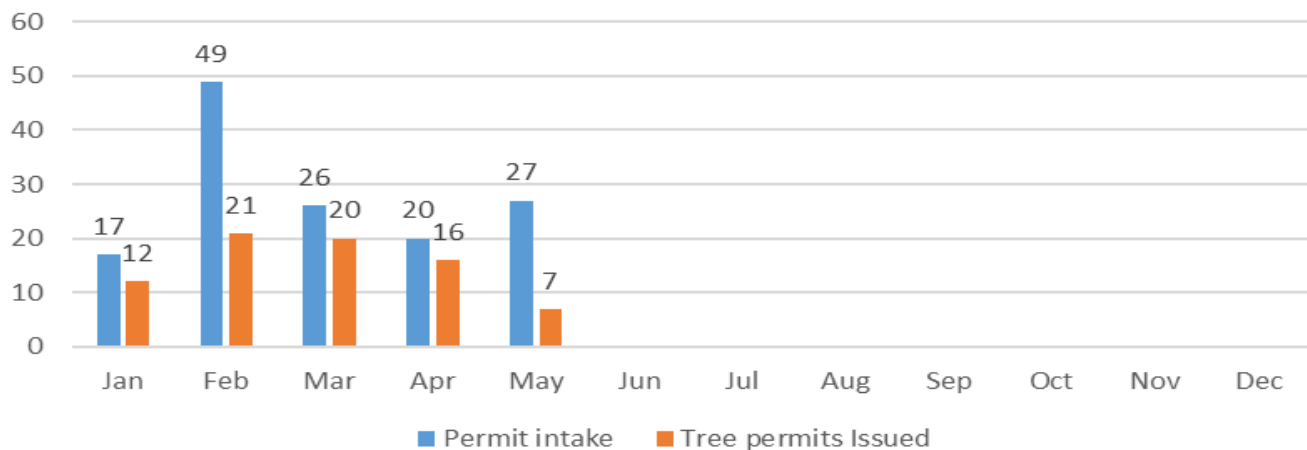
- Presented the staff report at the May 7th Council meeting requesting Council to order the Forester to remove the declared Public Nuisance, a private, dead Monterey Pine tree, at the southeast corner of Casanova Street and Eleventh Avenue. Council decided to have the City absorb the cost of the removal. The tree was promptly removed.
- Provided partial funding and supported the Leadership Carmel Class of 2024 during construction of their Scenic Pathway near Eighth Avenue Overlook Legacy Project, as approved by the Forest and Beach Commission. A Ribbon Cutting event was held on June 4th.
- Attended a tour of the Mission Trail Nature Preserve (MTNP) with CalFire, Monterey Fire, Friends of MTNP, and the Environmental Programs Manager to consider wildfire reduction strategies in the Preserve. Monterey Fire noted that there has been significant clearing and fuel reduction in the Preserve over the past two decades.
- In preparation for the May 22nd Urban Forest Master Plan (UFMP) Community Meeting #2 at Sunset Center Carpenter Hall, staff prepared the agenda, coordinated meeting logistics and speakers, assembled presentation materials, and developed handouts and breakout session materials.
- Completed a review of the first draft UFMP prepared by Davey Resource Group and provided comments back to the consultant.
- Mayor Potter signed a letter to State Senator Jon Laird explaining the City's disappointment in the highly inefficient CalFire process that City staff has encountered in terms of submitting progress reports and requesting reimbursement for UFMP expenses despite the award of a \$150,000 CalFire grant. To date, no reimbursement has been received.
- Held a meeting with CalFire to discuss the halted status of our progress reports for reimbursement and explained why the City is no longer pursuing the grant. CalFire stated that this whole grant process was plagued with problems from the start including delays due to the Pandemic, initial legal issues with the consultant's contract, turnover of the City Forester, significant storm impacts during two winters, and inconsistent information, unclear requirements, and changeovers of CalFire reporting systems. They suggested that with relatively minor additional effort, the City could finish up at least one progress report and obtain partial funding.
- On-call landscape maintenance contractor, Town & Country, continues to be fully engaged, performed additional fire fuel reduction, and are making repairs to irrigation controller boxes in two parks.
- The 3 tree contractors removed 5 dead or hazardous trees and 20 stumps under contract Task Orders.
- In May, Forestry crews planted 15 new trees, pruned 13 trees, removed 12 dead or dangerous trees, removed 5 stumps, and picked up 5 piles of logs left behind by PG&E line clearing crews.
- Crews significantly pruned overgrown trees and shrubs, near the southwest corner of San Antonio and Second Avenues, to open up public views in the scenic corridor, as directed by the Forest and Beach Commission. Crews also began to attack the significant growth of weeds along roadways and open spaces.

- Crews removed invasive ice plant adjacent to walkway areas in the North Dunes Habitat Restoration site under guidance of Denise Duffy and Associates' biologists.
- Cleared out a portion of Rio Park to support CAWD's upcoming "Bridge to Everywhere" trails project.

Permit Information

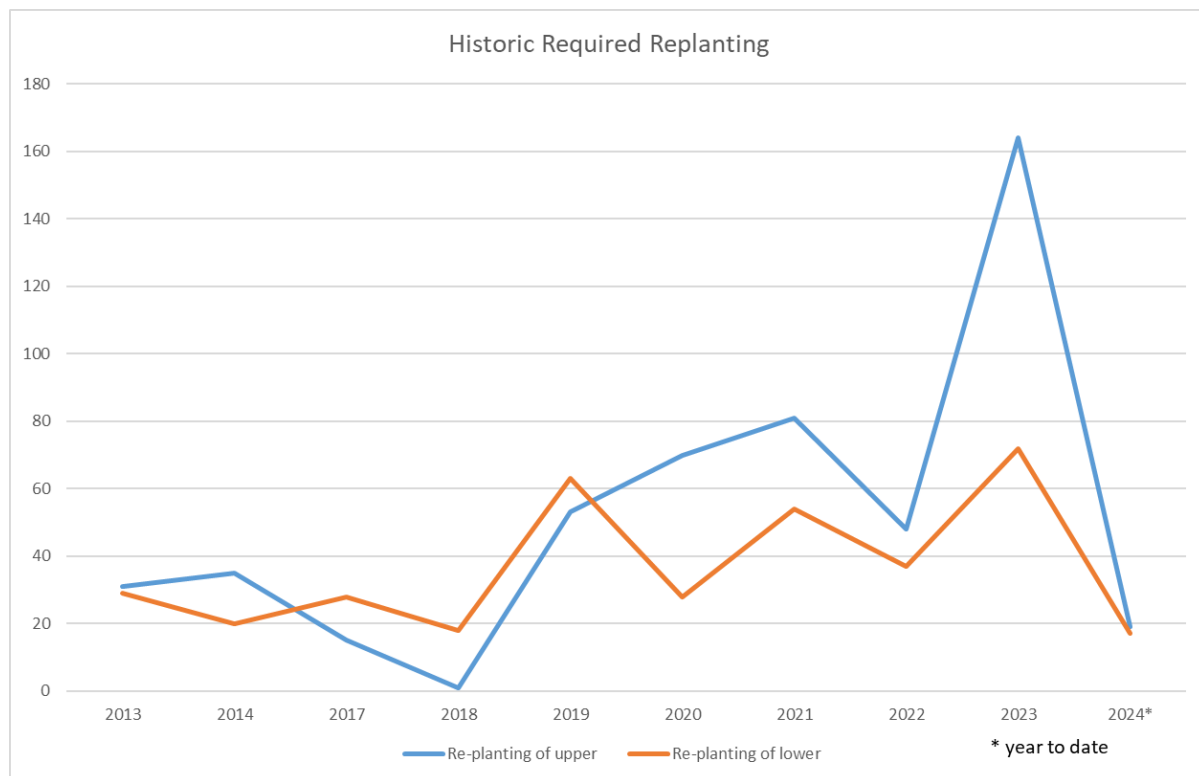
2024 Permitted removals, pruning, and required planting												
	Tree permits received	Tree permits Issued	Site Inspections Performed	Total Prunings	Total Removals	Removal of Upper	Removal of Lower	Required to Plant Upper	Required to Plant Lower	No room for new tree	Meets Density Rec.	Total Number of Trees Required
January	17	12	1	4	8	6	2	5	1	0	2	6
February	49	21	4	6	21	11	10	3	3	0	0	6
March	26	20	3	5	27	14	13	4	7	0	0	11
April	20	16	3	3	15	8	7	5	5	0	0	10
May	27	7	4	3	8	5	3	2	1	0	0	3
June												
July												
August												
September												
October												
November												
December												
2024 Totals	139	76	15	21	79	44	35	19	17	0	2	36

2024 Permits Intake vs. Issued

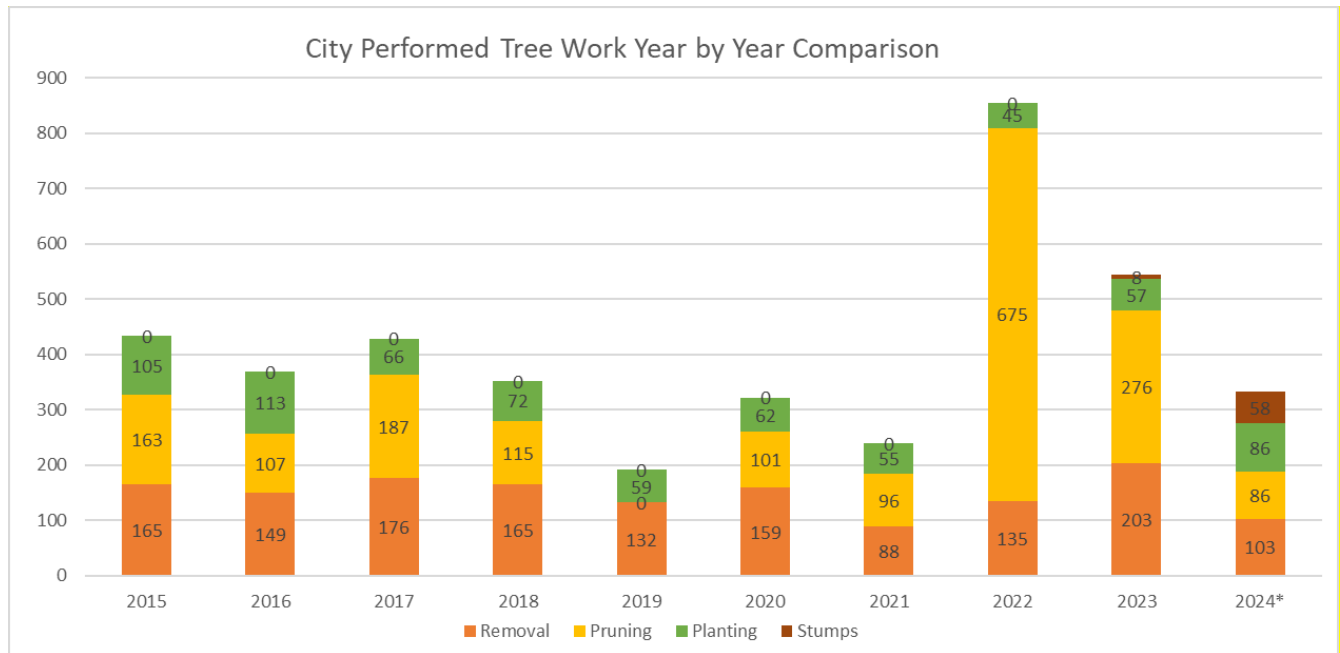


Historic permitted removals and required planting		
	Re-planting of upper	Re-planting of lower
2013	31	29
2014	35	20
2017	15	28
2018	1	18
2019	53	63
2020	70	28
2021	81	54
2022	48	37
2023	164	72
2024*	19	17
*year to date		

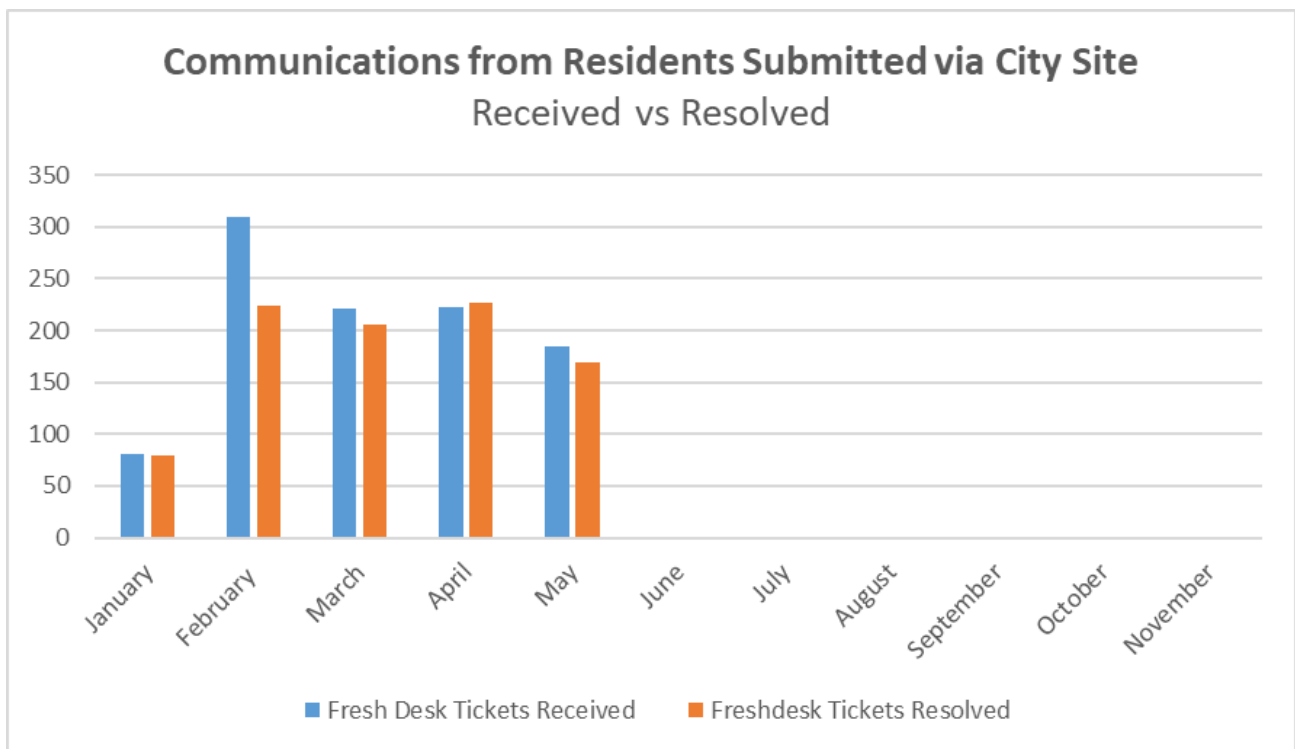
Historic permitted removals and required planting								
Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023	324	211	113	223	164	72	68.83%	336
2024	76	44	35	36	19	17	47.37%	160



City Forestry, Parks, and Beach Activities



*Year to date – Includes work performed by City crew as well as on-call tree contractors.



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



CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

June 13, 2024
ORDERS OF BUSINESS

TO: Forest and Beach Commissioners

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

SUBJECT: Public Works Director's Report for May 2024

RECOMMENDATION:

Receive the Public Works Director's Report for May 2024.

BACKGROUND/SUMMARY:

The Public Works Director's Report will include:

- A. City Council actions related to Forestry, Parks, and Beach issues
- B. Forestry, Parks, and Beach-related Capital Improvement Projects
- C. Climate Committee meetings and Climate Action and Climate Adaptation Plan Implementation
- D. Update on Volunteer Organizations
- E. Miscellaneous Forestry, Parks, and Beach-related Public Works items

Environmental Evaluation

This action does not constitute a project within the meaning of the California Environmental Quality Act under Public Resources Code Section 21065. It has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment and, therefore, does not require environmental review.

FISCAL IMPACT:

None.

ATTACHMENTS:

Attachment #1 - Public Works Director's Report for May 2024



CITY OF CARMEL-BY-THE-SEA

Public Works Department May 2024 Report

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert M. Harary, P.E., Director of Public Works
SUBMITTED ON:	June 3, 2024
APPROVED BY:	Chip Rerig, City Administrator

City Council Special Meeting of May 6, 2024

- Consent Agenda included approval of the March 2024 Check Register which listed Public Works expenditures of \$230k in operating budget plus \$593k in capital budget, totaling \$823k!

City Council Meeting of May 7, 2024

- Councilmember Ferlito read the Proclamation recognizing May 19-25 as National Public Works Week.
- Adopted Resolution 2024-035 reappointing Forest and Beach Commissioner Sarah Berling and appointing new Commissioner Hans Buder, both with terms ending May 30, 2028.
- Adopted Resolution 2024-036 awarding a \$433,818 contract to Monterey Peninsula Engineering for construction of the Mission Trail Nature Preserve (MTNP) 3 Stream/Drainage Projects.
- Adopted Resolution 2024-038 ordering the City Forester to remove a Public Nuisance, a dead Monterey pine on private property at the southeast corner of Casanova and Eleventh, at the City's expense.
- First review of the Recommended Operating Budget for Fiscal Year (FY) 2024/25, including the proposed Capital Improvement Program (CIP).
- First review of the Proposed User Fee Schedule for FY 2024/25, including a proposed new "Dead Tree Removal Permit" with a fee of \$200, rather than continuing to charge \$682 as charged for live tree removal permits.

Planning Commission Meeting of May 8, 2024

- Adopted a Resolution determining that the 30 carry-over FY 2023/24 and new FY 2024/2025 Capital Improvement Plan projects are consistent with the City's General Plan.

Forest and Beach Commission Meeting of May 9, 2024

- Announcements included:
 - Thanked outgoing Chair JC Meyer for this dedication and leadership to the Commission.
 - Council reappointed Commissioner Sarah Berling and appointed new Commissioner Hans Buder, with terms ending May 2028. Recognized Mr. Buder who was in the audience. The Commission will seat a new Chair and Vice Chair at the June meeting.
 - City Clerk Romero sent information regarding mandatory AB1234 Ethics Training on June 13th.
 - Responding to public comment, explained that the estimated 1.5-year timeframe for structural repairs at two beach access stairs was due to acquiring regulatory permits, not construction.
- Chair Meyers read a City Council Proclamation for National Volunteer Appreciation Week.
- Confirmed Agenda Topics for the May 22nd Urban Forest Master Plan (UFMP) Public Meeting #2 at Carpenter Hall.
- Attended a Tour of Inspection and approved design concepts proposed by Carmel Cares regarding improvements along the Scenic Pathway, a \$200k Capital Improvement Project joint funded with the City. Improvements include: extending redwood barrier rails, widening the pathway, replacing/adding decomposed granite, installing stone edging, and other minor modifications to the Pathway.
- City Forester presented previously-established Goals of the UFMP, a list of proposed Action Items taken from the draft UFMP, and highlighted actions for the UFMP Community Meeting #2 on May 22nd.
- The City Forester presented the Forester's Report for April 2024.

- The Public Works Director presented the Public Works Department Report for April 2024.

City Council Budget Workshop of May 21, 2024

- For the Public Works Department, proposed a FY 2024/25 Operating Budget of \$6.5M, removal of one unfilled position, and addition of four new positions: A Project Manager for CIP projects, and an Assistant City Forester, Permit Technician, and Maintenance Worker for the Forestry Division.
- The third review of the proposed CIP for FY 2024/25 included 6 Vehicle and Equipment Funded projects and 23 Capital Funded projects, totaling \$12.6M. Council decided to defer the Doolittle Bridge and Pathway Realignment and Junipero Bypass Drainage Design Projects, and to implement windows and dry rot repairs at the Park Branch Library over two fiscal years using Facility Maintenance Budget. Ocean Avenue, between Carpenter and Highway 1, a Monterey County Project, will remain in the CIP pending further outreach with the County and CalTrans.

Urban Forest Master Plan Community Meeting #2 of May 22, 2024

- Meeting held at Carpenter Hall was very well attended. Presentation topics included:
 - Status of the UFMP and documents available on the City Website.
 - Notice of upcoming Community Wildfire and Prevention Plan meetings.
 - Friends of Carmel Forest presented iconic trees, including cypresses along Scenic Road.
 - Commissioner Brezoczky presented highlights of the UFMP Community Survey.
 - City Forester presented a TreeKeeper computer demonstration and reviewed the tree inventory
 - An overview of past, present, and future Forestry Division resources.
- Breakout sessions were held to solicit input on the draft tree species list, replanting requirements, upper and lower tree designations, and future topics for public education and outreach.
- Considerable public feedback was related to reducing the draft tree species list to focus on native trees, criticism of the City's consultant efforts, and concerns about implementing any new master plan.

Traffic Safety Committee Meeting of May 29, 2024

- Second review of proposed No Parking post(s) on Dolores Street, 2 southeast of Vista Avenue, across from the Stevenson School's south driveway. Installation deferred pending further discussions with a neighbor and school officials.
- Received a briefing from Police Chief Tomasi regarding parking "daylighting" law AB 413 and an approach to implementation. Consensus was to present the approach to implement to the Council.
- Reviewed request for directional signs around a tree at Mountain View Avenue and Guadalupe Street. Decision deferred pending information on any accident data.

Administration

- Celebrated National Public Works Week with a barbeque picnic at Forest Hill Park. Teambuilding activities included basketball, cornhole toss, frisbee, and identifying the next two teambuilding projects.
- Public Works Superintendent Rob Culver marked 30 years of service with the City of Carmel.
- Temporary Forestry permit administrator Archana Singh received her Master's degree in Human Resources from the University of Southern California.
- For development of the FY 2024/25 CIP:
 - Completed responses to CIP questions.
 - Prepared responses to Budget questions associated with Public Works issues.
 - Supported Council report and presentation for the 3rd review of the CIP at the May 21st Budget Workshop.
- Attended the May 1st Mock Council meeting to support Carmel High School students.
- Met with new Commissioner Hans Buder to review the Public Works Department's role relative to forestry, beach, and park issues, and to discuss Forest and Beach Commission meeting logistics.
- Met with the City Attorney's office to review public bidding and prevailing wage requirements associated with projects performed by volunteer organizations on City facilities with City contributions over \$5,000.
- Updated the Council Agenda Report and attachments for the July meeting for Wave Broadband's proposed fiber optic project and Encroachment Permit with Special Conditions of Approval.

- Identified desirable certifications for PW field personnel which would reduce outside contractor costs, increase safety, and/or improve crew skills and retention.
- Staff attended Workplace Violence Prevention training.
- Administrative Coordinators from Public Works, Community Planning and Building, and Administration attended a City Clerk's conference in Hollister.

Carmel Cares and Other Volunteer Groups

- The Leadership Carmel Class of 2024 substantially completed construction of their Scenic Pathway near Eighth Avenue Overlook Legacy Project. A Ribbon Cutting is scheduled for June 4th.
- At the WWI Memorial Arch on Ocean Avenue at San Carlos Street, Michael LePage installed night lighting, and Cindy Lloyd installed new flowers and plants.
- Volunteers Cindy Lloyd and Kelly Burke performed significant landscape pruning in the Golden Triangle at the northern entrance to the City.
- Coordinated by Carmel Cares, the John Madden statue was unveiled outside of Bruno's Market. The statue was sculpted by Steven Whyte.
- For the Ocean Avenue Median Islands Project approved in March by the Forest and Beach Commission, Carmel Cares and staff completed the first island between Dolores and Lincoln Streets, and began to plan and purchase materials for the next island between San Carlos and Dolores Streets.
- Carmel Cares submitted an Encroachment Permit application for landscaping upgrades in the Vista Lobos Park, partially funded by a \$3,000 City discretionary grant.

Environmental Programs

- Prepared the staff report, resolution, MOU, and presentation slides for the June 4th Council meeting regarding a 3.59% increase in GreenWaste Recovery's rates for FY 2024/25, and to approve Amendment No. 3 to the Memorandum of Understanding with ReGEN related to member agency cost sharing for implementing SB1383 programs.
- For the Coastal Engineering Study, Phase 2, finalized the Community Engagement Plan which was submitted to the Coastal Commission for review. As the first step, set up a new website where all applicable reports, meeting announcements, and surveys will be posted.
- In the North Dunes Habitat Restoration Site, Denise Duffy and Associates set up transects and began to prepare the final restoration report for FY 2023/24. Another consultant applied limited herbicides and oversaw volunteer efforts for invasive and weed pulling.
- Processed a Steelhead Counting Agreement with the Monterey Peninsula Water Management District.
- Reviewed CAWD's Initial Study/Mitigated Negative Declaration for their Scenic Road Sewer Pipe Bursting Project, and coordinated with CAWD and their consultants to prepare a Coastal Development Permit upon CAWD's certification of the CEQA document.
- Because the Council-adopted Stormwater Ordinances are part of the Coastal Development Permit, the Planning Commission must approve all changes to the Local Coastal Plan prior to submitting the Ordinances to the Coastal Commission. Began to coordinate this process with the Community Planning Department.
- Applied Marine Science completed laboratory testing and reporting of stormwater contaminants in the nearshore ocean waters in Carmel Bay. Continued to see higher than threshold levels of copper and dog fecal matter, and one watershed sample indicated human fecal matter – the latter of which is being traced to possible sources.
- Provided stormwater management and best management practices training to the Police and Fire Department personnel.
- Friday Letter public service announcements included:
 - BeachCOMBERS program to support coastal ecosystems
 - Food Scraps go in Green Carts
 - SB1383 Waiver program for organics recycling

Facility Maintenance

- Contractor installed an upgraded sewer yard trap outside the Park Branch Library to replace the deteriorated trap that clogged often.

- Contractor replaced a portion of the backflow device for the primary water service line into Sunset Center.
- Contractor replaced and upgraded the roof over the hose room at the Carmel Fire Station.
- Contractor replaced discolored or damaged acoustic ceiling tiles and sagging supports in City Hall.
- Stainless steel and aluminum railings were installed near the bottom of the Martin Way beach access stairs.
- Electrical contractor dismantled the unsafe electrical panel in the Ocean Avenue median island near Junipero, and coordinated with PG&E to deenergize power to install a new panel in early June.
- A circuit was installed in the Flanders Mansion garage to support Friends of Mission Trail Nature Preserve with electrical needs.
- Repaired the wood fence behind the Youth Center.
- New steel doors in the restrooms of Devendorf and First Murphy Parks were painted.
- Purchase Order issued to replace a cracked skylight at the Upper Forest Hill Park restroom.

Project Management for the Capital Improvement Program

4 Leaf Projects:

- For the Police Building Project:
 - The Council Ad Hoc committee held a listening session on May 2nd to gather feedback from the recent tours of the Carmel and Salinas police stations.
 - The next public meeting will be on June 6th and will focus on Police space programming needs.

Ausonio, Inc. Projects:

- For the Sunset Center North Wing and Harrison Memorial Library Exterior (and partial interior) Painting Project, contractor Color New Co. completed all field work, including change orders - below budget and well ahead of schedule. The project advances into the closeout phase.
- For the City Hall Roof Replacement Project, eight contractors attended the pre-bid meeting, an addendum was issued, and the Bid Opening is scheduled for June 6th.
- Contract and bid documents were completed for re-bidding the Sunset Center Cottage Window Repairs Project. The project was advertised for bids, and the Bid Opening is scheduled for June 27th.
- For the San Antonio Pathway Repair Project, Second to Fourth Avenues, ZFA Structural Engineers (ZFA) submitted 90% plans and technical specifications. The plans and supporting calculations were submitted for a Building Permit readiness review. Ausonio is compiling contract and bid documents, and the project is anticipated to be advertised for bids in June.
- For the Sunset Center Retaining Walls Repair Project, ZFA submitted 90% plans and technical specifications. The plans and supporting calculations were submitted for a Building Permit readiness review, and an extra work authorization was issued to ZFA for repairs of two large cracks in another concrete wall in the north parking lot.

Wallace Group Projects:

- For the FY 2023/24 City-wide Paving Project, staff returned review comments on the 65% plans and authorized Wallace Group to proceed to 90% design. Held a meeting to solicit a proposal for Wallace Group to incorporate four bid additives from the FY 22 Paving Project and the San Antonio/Ocean Avenue intersection from the FY 23 Concrete Streets Project, which, when combined with the FY 24 Paving Project, will comprise a \$2.8M "Conglomerate Paving Project" for FY 25.
- For the Shoreline Infrastructure Repair Project, the Request for Proposal was issued 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 to assess, prioritize, and provide cost estimates for all other shoreline infrastructure identified in the Coastal Engineering Study, Phase I's Condition Assessment Report. Proposals due July 3rd.

Additional Capital Improvement Projects:

- For the \$1.14M, FY22 City-wide Paving Project, contractor MPE completed the City's first ever application of micro-surfacing along Junipero Street, between Fourth and Ocean Avenues, and along

San Carlos Street, between Eighth and Thirteenth Avenues, all in one day! Traffic impacts were kept to a minimum. This was followed by installation of thermoplastic striping, cross walks, and markings, including bike sharrows along San Carlos Street, designating this portion of San Carlos as the City's first official bike route! Construction of the project is now substantially complete.

- For the Cal Am Water Dolores Water Main Replacement Project, the preconstruction meeting was held, notices were posted, and the contractor began tree protection and utility potholing work.
- Following City Council award of the construction contract 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 Notice of Award was issued to MPE. Contract bonds and insurance documents were received and routed for contract execution. Construction to begin in July.
- For the 4 City-wide Drainage Improvement Projects, Neill Engineers submitted 95% complete plans and technical specifications. An alternative alignment is being evaluated to potentially eliminate the need to obtain a drainage easement of the south end of Santa Fe Street, south of Eighth Avenue. Additional research of maps of the Acacia Way Headwall site revealed ambiguity as to the City's right of way to install the proposed headwall within a "road and utility" easement on private property.
- For the Sunset Center North Lot Electrical Panel Project, PG&E agreed to install a new transformer, at no cost to the City, to provide discounted power to new EV charging stations. Project design can now continue beyond 60% complete.

Street Maintenance

- Coordinated with the Ford dealer and received delivery of the new Mach E and Lightning vehicles. Both are electric vehicles for the Police Department and are being equipped for Police needs. The EVs will replace two older vehicles that will be sold at a public auction. 3CE rebates are being pursued.
- Provided additional staffing, dumpsters, and portable toilets for the busy Memorial Day Holiday, and supported the holiday events.
- Rented a skid steer and redistributed sand at the Del Mar parking lot slope down to the beach, west of the volleyball courts, and added sand at the base of the Eighth Avenue beach access stairs.
- Although the washed-out equipment access ramp to the beach from Scenic Road, south of Eighth Avenue, has been closed for over a year, pedestrians have been making their way down to the beach. Not only dangerous, but the resulting path has further eroded the slope, damaged irrigation lines, and exposed a dry weather diversion facility.
- Potholed utilities at Santa Fe Street and Eighth Avenue, to support final design alignment and depth for a new gravity storm drain pipe, part of the 4 Drainage Repairs Project.
- Around Monte Verde Street and Fourth Avenue, a split rail fence was repaired, and decomposed granite was installed to provide a smoother walking trail.
- The new electric street sweeper was repaired and immediately returned to service.
- Continued the Annual Traffic Painting Program, and completed white and yellow markings and crosswalks. Painting of blue, green, and red curbs to commence in June.
- Continued to fill in tree wells in the downtown area with decomposed granite, for safety reasons.
- Continued making priority sidewalk repairs.

Forestry, Parks, and Beach

- See separate Forester's Report