



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

Mayor Dave Potter, Council Members Jeff Baron,
Karen Ferlito, Bobby Richards, and Carrie Theis
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, May 2, 2022 4:30 PM

THIS MEETING IS VIA TELECONFERENCE ONLY

Governor Newsom's Executive Order N-29-20 has allowed local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Also, see the Order by the Monterey County Public Health Officer issued March 17, 2020. The health and well-being of our community is the top priority for the City of Carmel-by-the-Sea.

To that end, this meeting will be held via teleconference and web-streamed on the City's website **ONLY**. Click the following link to attend via Zoom (or copy and paste link in your browser): [https://ci-carmel-ca-us.zoom.us/j/86575616307?pwd=aU1qZmNKZFJ4Q09PMlpTWTVoMW53QT09; Meeting ID: 865 7561 6307; Passcode: 324241; Dial +1 253 215 8782](https://ci-carmel-ca-us.zoom.us/j/86575616307?pwd=aU1qZmNKZFJ4Q09PMlpTWTVoMW53QT09;MeetingID:86575616307;Passcode:324241;Dial+12532158782)

The public can also email comments to cityclerk@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 added to the agenda and made part of the record.

OPEN SESSION

CALL TO ORDER AND ROLL CALL

PUBLIC APPEARANCES

Members of the Public are invited to speak on any item that does not appear on the Agenda and that is within the subject matter jurisdiction of the City Council. The exception is a Closed Session agenda, where speakers may address the Council on those items before the Closed Session begins. Speakers are usually given three (3) minutes to speak on any item; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Applicants and appellants in land use matters are usually given more time to speak. If an individual wishes to submit written information, he or she may give it to the City Clerk. Speakers and any other members of the public will not approach the dais at any time without prior consent from the Chair of the meeting.

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. Monthly Reports for March 2022
2. April 4, 2022 Special Meeting Minutes, April 5, 2022 Regular Meeting Minutes, and April 25, 2022 Special Meeting Minutes
3. March 2022 Check Register Summary
4. Resolution 2022-034 of the City Council of the City Of Carmel-by-the-Sea Proclaiming the Continuing Need To Meet By Teleconference Pursuant To Government Code Section 54953 (e)
5. Resolution 2022-035 authorizing a refund of application fees for Preliminary Site Assessment application PSA 22-052 (Higgins) and Track 2 Design Study application DS 22-051 (Higgins) in the amount of \$4,830 to Hastings Construction
6. Resolution 2022-037 authorizing the City Administrator to execute Change Order No. 3 to the on-call tree maintenance services contract with West Coast Arborists, Inc. for a not-to-exceed amount of \$160,000 and to extend the term to June 30, 2022
7. Resolution 2022-038 ratifying final costs associated with the Sunset Center Emergency Fire Pump Replacement Project
8. Resolution 2022-039 approving a list of street projects for Fiscal Year 2022/23 funded by SB 1: the Road Repair and Accountability Act of 2017
9. Resolution 2022-040 approving the Acceptance of Grant Funds from the California Department of Forestry and Fire Protection for the Carmel-by-the-Sea Urban and Community Forestry Management and Priority Planting Plan

CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4) (One potential case)
- B. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6
Agency designated representatives: City Administrator Chip Rerig, Katy Suttorp (Burke, Williams & Sorensen), Brian Uhler, Interim Public Safety Director, Brandon Swanson, Community Planning Building Director
Employee organization: General Employees Unit, an Affiliated Unit of LiUNA; Management Employees Unit, an Affiliated Unit of LiUNA; Police Officers Association (POA); Carmel Fire Ambulance Association

ADJOURNMENT

This agenda was posted at City Hall, Monte Verde Street between Ocean Avenue and 7th Avenue, outside the Park Branch Library, NE corner of Mission Street and 6th Avenue, 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

May 2, 2022
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Yashin Abbas, Interim City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Monthly Reports for March 2022

RECOMMENDATION:

Review and receive monthly reports.

BACKGROUND/SUMMARY:

This is a monthly series of reports:

- 1) City Administrator Contract Log
- 2) Community Planning and Building Department Reports
- 3) Police, Fire, and Ambulance Reports
- 4) Public Records Act Requests
- 5) Public Works Department Reports

FISCAL IMPACT:

N/A

PRIOR CITY COUNCIL ACTION:

Monthly review and approval.

ATTACHMENTS:

Attachment #1 - City Administrator Contract Log March 2022

Attachment #2 - CPB Report March 2022

Attachment #3 - Police, Fire, and Ambulance Reports March 2022

Attachment #4 - Public Records Act Request Log March 2022

Attachment #5 - Public Works Report for February and March 2022

City Administrator Contract Log

Date entered Into	Contractor	Contract Amount	Purpose
3/10/22	M3 ENVIRONMENTAL CONSULTING	\$24,999.00	Environmental testing



CITY OF CARMEL-BY-THE-SEA

Monthly Report

Community Planning and Building Department

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Marnie R. Waffle, AICP, Principal Planner

SUBMITTED ON: April 21, 2022

APPROVED BY: Brandon Swanson, Community Planning & Building Director

MARCH 2022 – DEPARTMENT ACTIVITY REPORT

I. PLANNING APPLICATIONS:

In March 2022, **43** planning permit applications were received.

II. BUILDING PERMIT APPLICATIONS:

In March 2022, **45** Building Permit applications were received.

III. CODE COMPLIANCE CASES:

In March 2022, **16** new code compliance cases were created.

IV. ENCROACHMENT APPLICATIONS:

In March 2022, **23** encroachment permit applications were received.

V. YEAR-TO-DATE TRENDS

Table 1 includes the March 2022 totals, for planning and building permit applications, encroachments and code compliance cases with a comparison to March 2021 totals. As shown in the table, in 2022 there was a **13% increase** in planning permit applications, a **5 % increase** in building permit applications, **72% increase** in code compliance cases, and a **34% decrease** in encroachment permit applications compared to the same period 2021.

Table 1. Permit Application Totals

	<u>Planning</u>	<u>Building</u>	<u>Code Compliance</u>	<u>Encroachments</u>
2021 Totals	93	121	17	78
2022 Totals	107	128	60	58
% Difference	13%	5%	72%	-34%



Planning Permit Report

03/01/2022 - 03/31/2022

Permit #	Permit Type	Project Description	Address/Location	Date Received	Date Approved	Status
22107	Historic Evaluation	Remodel of existing residence	Santa Rita 2 sw 1st			In Review
22106	Banners	Installation of ten double banners along Ocean Ave from October 1, 2022 through October 11, 2022.	Ocean Ave from Junipero to Monte Verde	3/31/2022		In Review
22105	Design Study	Replace 2 existing 2'x4' aluminum casement windows with new bronze anodized finish insulated casement windows to match existing windows in house.	Scenic 8 SE of Ocean	3/31/2022		In Review
22104	Historic Evaluation	Historic determination for associated design study 22-010.	Alta 3 SW of Mission	3/31/2022		In Review
22103	Design Study	Replacement of existing single-pane aluminum windows with double pane windows. Evaluate for consistency with historic determination. Consider possible material change if allowable.	Santa Fe 3 NW of 5th	3/30/2022		In Review
22102	Historic Evaluation	Historic Determination Application	Carmelo 4 NE of Ocean Ave	3/30/2022		In Review
22101						Closed
22100	Design Study	Add new window to the Lower Level Master Bedroom	Monte Verde 2 SW of 2nd Avenue	3/30/2022		In Review
22099	Design Study	VOID PROJECT Construction of an updated 3 bedroom, 2 bath single family home on the site of an existing single family home.	Santa Fe 4 SE of 2nd	3/29/2022		Closed
22098	Design Study	Remove 5'5" / 6'0" black metal casement window and replace with 5'5" / 6'0" black metal French doors. In center courtyard, not visible from street. No structural or header change.	Carpenter Street 4 SE of 3rd Avenue	3/29/2022		In Review
22097	Design Study	INTERIOR REMODEL OF SINGLE FAMILY RESIDENCE OF 6354SFT; INCL ADDITION OF FEW WINDOWS/DOORS & DEMOLITION OF EXISTING CHIMNEY. EXISTING FOOTPRINT & BLDG HT. SHALL REMAIN THE SAME. NO ALTERATIONS TO EXISTING SITE PLAN/LANDSCAPE & FENCE. PROJECT SHALL COMPLY WITH 2019 CA RESIDENTIAL CODE.	SAN ANTONIO RESIDENCE; 4 NE OF SAN ANTONIO & 4TH AVENUE	3/23/2022		In Review

22096	Preliminary Site Assessment	209 sf addition over (e) garage and 327 sf remodel of master bathroom and laundry. New 106 sf rear exterior deck and stair addition.	Casanova 2 NW of 7th	3/22/2022		In Review
22095	Historic Evaluation	Minor addition	Casanova 3 NW of 9th	3/22/2022		In Review
22094	Design Review	Tear off (e) flat roof and install a new TPO roof system. Remove (e) tile, tear off (e) underlayment, install 2-ply 35lb underlayment, re-install (e) roof tile. Patch to repair in-kind.	NW Corner of Ocean & Mission	3/21/2022		In Review
22093	Business License	Full service hair salon, using distilled water for all hair services	San Carlos Street 4 southwest of 7th Avenue	3/17/2022		Corrections Required
22092	Design Study	Replace siding with Hardie shingles (see manufacturer description attached.) Design: straight edge panel, color is grey slate or aged pewter. Also, replace side door to garage with dutch door - turning inside.	Monte Verde 6 SW of 10th Avenue	3/18/2022		In Review
22091	Sign	Taking over the space currently occupied by Ambiance Interiors. Replace the signs with hand painted, on wood signs with store name.	San Carlos Street between Ocean & 7th Avenues	3/18/2022		In Review
22090	Design Review	Taking over space currently occupied by Ambiance Interiors. Intention is to repaint parts of the exterior that are currently black to white with a little black trim. Building is adjacent to Basil Restaurant, and would like exterior to match theirs.	San Carlos Street between Ocean & 7th Avenues	3/18/2022		In Review
22089	Historic Evaluation	Determine if this property is a historic resource.	4th Avenue & Camino Real	3/17/2022		In Review
22088	Preliminary Site Assessment	Preliminary site assessment for historic resource rehabilitation and expansion. 1. Temporary shoring of log cabin and floors. 2. Hazardous materials testing and abatement if necessary. 3. Debris removal of collapsed roof, failed timber walls and racked chimney. 4. Debris hauling to approved disposal site by contractor.	Monte Verde 4SE of 4th			In Review
22087	Historic Evaluation	Historic assessment of existing residence for: front stair replacement, side porch repair, and shed repair	Monte Verde 2 NE of 9th	12/1/2021		Closed
22086	Design Study	Interior Remodel, new windows, doors, and exterior finishes and lighting	Guadalupe 2 NW of 7th	3/17/2022		In Review
22085	Notice of Exempt Work	75th anniversary celebration at the Hofsas House. To include cooking with outdoors propane burner, wine serving, and gathering of approximately 75 individuals. Utilization of 20'x20' outdoors tent	San Carlos 2 NW of 4th	3/16/2022	4/1/2022	Approved

		installed by LC Events. Traffic to be managed by Hofsas Hose staff members, directing to on-site parking or Vista Lobos parking lot if capacity is reached.				
22084	Business License		San Carlos Street between Ocean & Seventh Avenues	3/16/2022		In Review
22083	Historic Evaluation	Guest House Rehab. Main house elevation rehab.	26105 Ladera Drive			Approved
22082	Historic Evaluation	Historic evaluation to determine if roof replacement is approvable	San Carlos 3 NE of 5th	3/14/2022		In Review
22081	Design Study	HELICAL PIER FOUNDATION STABILIZATION; RETAINING WALL CONSTRUCTION; RECONSTRUCT EX. SIDEYARD STAIRWAY ACCESS TO REAR YARD; EXPAND FRONT YARD DECK TO OVERLAY REGRADED FRONT YARD AND NEW RETAINING WALL	Torres Street 5 southeast of 9th Avenue	3/8/2022		In Review
22080	Design Review	Change of fabric color for existing awning		3/4/2022		In Review
22079	Business License	VOID BUSINESS LICENSE APP - SEE BL 21-266 FOR APPLICABLE INFORMATION	Ocean Avenue 4 southwest of Dolores Street			Closed
22078	Design Study	PReplicate dilapidated shed for safety and function: No major exterior design change (same style); Matches cottage roofline; Matches cottage materials (wood, composition roof, etc.); Matches cottage colors (see photo, below); Using original window that matches cottage to preserve history though property is not on the historical register or listed as historically significant.	SWC Mission and 2nd	3/4/2022		In Review
22077	Design Study	Entire house and foundation to be completely removed. New single story 3 bed 2 bath residence with attached 1-car garage. New paver driveway.	Junipero Avenue 6 northeast of 8th Avenue	3/4/2022		In Review
22076		VOID				
22075	Historic Evaluation	Remodel including exterior materials and color changes and a 141 sq ft sunroom addition	Casanova Street 4 southwest of 13th Street	3/1/2022		In Review
22074	Historic Evaluation	Historical Determination	Santa Rita 2 SW of 2nd	3/7/2022		In Review
22073	Preliminary Site Assessment	Preliminary Site Assessment for the remodel of an (e) 874 sf residence and 240 sf detached garage along with a reconfiguration of the interior floor plan. Redesigning the roof and adding 173 sf at the rear of the house. Adding a new 136 sf deck at the rear of the house adjoining the addition. Increasing the entry porch by 16 sf. Adding all	Lobos Street 2 northwest of 2nd Street	3/7/2022		In Review

		new windows and a base layer of stone cladding below the floor line on exterior.				
22072	Business License	Owner Change	2 Mission and Ocean, Suite 201	2/18/2022		In Review
22071	Preliminary Site Assessment	Interior and exterior remodel of residence	Southeast corner of 5th and Torres Street	3/2/2022		In Review
22070	Use Permit	Adding culivanyrny componet to home furnishing store	Southwest Corner of San Carlos Street and 6th Avenue			In Review
22069	Sign	Temp Sign	Southwest San Carlos Street and 6th Avenue			Corrections Required
22068	Preliminary Site Assessment	Preliminary site Assessment	San Carlos Street 3 southeast of 1st Avenue			In Review
22067	Preliminary Site Assessment	Remodel an existing one story single family dwelling. Modify existing detached garage ad add a second upper level. Includes exterior and interior modifications. Converting carport into garage. New clad windows ad doors. No excavation.	Dolores 4 SW of 10th			In Review
22066	Business License	Owner Change - This business license authorizes the use of an approximately 1080 square foot ground floor space by a commercial business offering the following goods and services: a. Prime Use: This use is classified as a Full-Service Restaurant (NAICS 722110): Approval of this permit authorizes the establishment of a full-line restaurant selling a full line of prepared food and drinks for on-site consumption using non-disposable plates, glasses and utensils. This use is permitted as per Use Permit UP 16-181 (Artemis Café). b. Ancillary Use: The sale of alcoholic beverage is permitted, but shall be subordinate to the primary use. No more than 20% of the seating is permitted at a bar or in a separate bar room.	Southwest Corner of Ocean Avenue and Mission Street	3/1/2022	4/1/2022	Approved
22065	Sign	Restaurant	SW Corner of Ocean Ave and Mission St.	3/10/2022	4/11/2022	Approved

Total Records: 43

4/20/2022



Building Permit Report

03/01/2022 - 03/31/2022

Permit #	Date Submitted	Date Approved	Project Description	Valuation	Permit Type	Property Location
220128	3/31/2022	3/31/2022	Remove and replace (e) grease exhaust fan, make up air ducts, and swamp cooler. Contact: Chris Dinner Heating (831) 238-5274	34,000	Mechanical	Ocean 5 NE of Lincoln
220127	3/29/2022	4/12/2022	Replace wood sashes on three window in-kind and paint to match existing. Contact: Russell Campbell (831) 238-7040	0	Exempt Work	Santa Fe 2 SE of 3rd
220126	3/29/2022	3/29/2022	Installation of a new 100 Amp electrical panel. Contact: Cate Electrical Company (831) 624-5361	1,000	Electrical	Lincoln 3 SE of 7th
220125	3/29/2022		Install 1 new window, replace 3 existing windows, install new wood trellis, extend height of existing chimneys to max for improved functionality	15,000	Building	SE Corner of Lincoln & 13th
220124	3/29/2022		Install outlet in garage for future car charger. Contact: Rocky Maguire (831) 915-4517	400	Electrical	Carpenter 4 SE of 3rd
220123	3/29/2022	3/29/2022	Remove and replace three furnaces. 2 80% 40,000 BTU furnaces and 1 100,000 BTU upflow. Contact: Wilson's PLumbing (831) 375-4591	26,000	Mechanical	NE Corner of Carmelo & 13th
220122	3/29/2022		Add one story 385 sq/ft addition to the back of the existing residence. Add new permeable trex deck at the rear of residence.	125,000	Building	Casanova 3 SW of 13th
220121	3/29/2022		PV ROOF MOUNT INSTALL (17.850)KW (51)PANELS. NEW 200AMP SUB-PANEL TO BE INSTALLED.	59,556	Electrical	25995 Ridgewood Rd
220120	3/29/2022		Addition of 285 sq/ft to an existing residence.	150,000	Building	Santa Lucia 2 NW of Casanova
220119	3/25/2022	3/25/2022	Tear off (e) wood shingle roof and install new Class B 100% premium cut Tapersawn wood roof system. Assembly to meet Class A	69,270	Roofing	Scenic 2 SE of 10th

			requirements. Contact: Scudder Roofing (831) 373-7212			
220118	3/25/2022		Remove two sliding doors and one same-size fixed window and install three sets of French doors of same size and locations. Steele frame, black, double glazed. Install 220 outlet for car charger in garage. Install two hardwired smoke detectors in bedrooms. Install one hardwired carbon monoxide detector in hallway to bedrooms. Remove one bathtub in master bath and one in the guest bath and replace with tiled showers. Remove one toilet in master bath and one in guest and replace with low-flush toilets. Remove shower head in master and guest and replace with max 1.8 gpm flor rate shower head. Install second sink in master bathroom. Remove hot water heater and replace with new tankless water heater. Remove drywall in master bath and replace with Green Board. Contact: Rocky Maguire Inc (831) 915-4517	53,000	Building	Carpenter 4 SE of 3rd
220117	3/24/2022	3/24/2022	Upgrade main service panel to 200-amp panel. Contact: Craft Electric (831) 915-3488	5,800	Electrical	Santa Fe 3 SE of 1st
220116	3/24/2022	3/24/2022	Overlaying (e) flat roof system with waterproofing and mineral surface granules to match Carmel requirements. Contact: Element Roofing and Waterproofing (831) 706-5523	33,970	Roofing	SW Corner of Monte Verde & Ocean
220115	3/23/2022		Remodel of an existing one story single family dwelling with one car garage. All new wood clad windows and doors. No cut & fill. Excavations for footings only. Add Three upper canopy trees at North and East side of house. Remodel consists of a new second story additional alterations to the existing air level, Modifications to the existing detached garage, and modifications to the site coverage.	990,000	Building	SW Corner of San Carlos and 8th
220114	3/21/2022		Replace existing deck. Contact: MAS Construction (831) 214-2965	15,000	Building	Camino Real 8 NE of 4th

220113	3/18/2022		Reroof both tile section and cap sheet. Tear off (e) and replace with (n) TPO roofing and new underlayment. Contact: Burkleo Roofing (831) 869-8107	77,007	Roofing	NW Corner of Ocean & Mission
220112	3/18/2022		Replace 2nd floor tub & sink. Add 24sf to 1st floor bathroom, work includes removal of (e) shower. Contact: Builders by the Sea LLC (831) 905-5825	30,000	Building	NE Corner of Santa Rita & 2nd
220111	3/18/2022		Demo (e) 1st & 2nd floor decks, total of 762 sf. Demo (e) stairs, 28sf. Replace demolished hardscape with mulch and soft scape. Add new 1st floor bedroom and bathroom, 190sf. Contact: Jeremy Cate (831) 915-3179	125,000	Building	Santa Fe 2 SW of Ocean
220110	3/16/2022	3/16/2022	Replace furnace with new 96% efficient Bryant 926TB36060 furnace and ductwork. Contact: R&S Heating & Sheetmental (831) 641-0508	11,838	Mechanical	5013 Lobos Street
220109	3/16/2022		OWNER PROPOSES TO REPAIR/REPLACE ALL INTERIOR FINISHES, FIXTURES, CABINETRY AND APPLIANCES THROUGHOUT THE RESIDENCE. THIS WORK IS DUE TO A SUBSTANTIAL PLUMBING FAILURE AND RESULTANT DAMAGE.	395,000	Building	1st 2 NE of Carpenter
220108	3/16/2022	3/16/2022	Interior painting and floor repair in master bedroom and bathroom. Contact: Doug Campbell (831) 809-0655	0	Exempt Work	Casanova 3 NW of 9th
220107	3/15/2022	3/21/2022	Resurface two decks for a total of 229sf. Contact: Mauricio Perez (831) 521-9454	5,000	Building	NE Corner of San Antonio & 8th
220106			TEST	100,000	Building	TEST
220105	3/14/2022	3/16/2022	ESS: 2 New TESLA Powerwalls 10kW/ 1 new gateway. Contact: Scudder Solar (916) 765-2113	27,000	Electrical	Lincoln 2 SW of 12th
220104	3/14/2022	3/23/2022	New roof mount PV, Adding 2 Mods to existing system 0.654 kW/ New ESS 1 TESLA Powerwall 5kw / New Gateway. Contact: Scudder Solar (916) 765-2113	16,000	Electrical	SW Corner of Camino Real & 9th

220103	3/14/2022	3/14/2022	Remove (e) comp shingle roof over wood shingles, install new Presidential TL comp shingle roofing in color Autumn Blend. Contact: Legacy Roofing & Waterproofing (831) 753-7663	34,343	Roofing	Monte Verde 2 NE of 8th
220102	3/14/2022	3/14/2022	Remove carpets, base & case, and cabinets in kitchen and two bathrooms. Remove mirrors. Remove interior doors and replace in-kind in updated style. Install hardwood floors in currently carpeted areas. Tile kitchen and replace floors in bathroom. Replace cabinets in updated styling in same location. Refinish redwood deck in neutral stain color. Paint interior of house and remove wallpaper. Install new kitchen appliances in the same location utilizing existing connections. Contact: Rocky Maguire, Inc (831) 915-4517	0	Exempt Work	Carpenter 4 SE of 3rd
220101	3/11/2022		Interior Remodel of an existing furniture design center.	850,000	Building	Carmel Plaza - Suite 105
220100	3/10/2022		Remove (e) wood shakes and replace with (n) CertainTeed Landmark TL shingles in color Shenandoah. New 1/2" CDX sheathing. Contact: Premo Roofing Co (831) 443-3605	42,000	Roofing	San Carlos 3 NE of 5th
220099	3/8/2022	3/8/2022	Paint exterior of house and attached garage. Structure is stucco with wood trim with a composition shingle roof. Contact: Doyle Clayton (831) 601-8457	0	Exempt Work	SW Corner of Guadalupe & 4th
220098	3/8/2022	3/8/2022	Complete exterior painting of house. Interior painting of living room, entry way, stairway, and master bedroom. Contact: Tim Gassaway Painting (831) 345-1626	0	Exempt Work	Lobos 2 SW of 2nd
220097	3/8/2022	3/8/2022	Remove (e) roof. Install 2 layers of underlayment and roof with class "A" composition shingles - CertainTeed Landmark PRO in color Gray. Contact: Valko Roofing (707) 974-0936	16,000	Building	Santa Rita 5 SE of 2nd

220096	3/8/2022	3/14/2022	Installation of an energy storage system: 1 TESLA Powerwall 5kW. Contact: Scudder Solar (916) 765-2113	14,500	Electrical	Lobos 3 NW of 1st
220095	3/4/2022	3/14/2022	Replace interior doors, trim, and flooring. Install interior ship lap paint, and window finishes. Remove/replace nails on siding with stainless steel fasteners. Amended 4/12/22 to include the removal and in-kind replacement of 7 windows in the existing openings. Contact: Steven Brown (612) 554-3523	0	Exempt Work	Scenic 3 SE of 12th
220094	3/4/2022	3/4/2022	Water heater replacement with code upgrades. Contact: Legacy Plumbing (831) 235-1312	3,000	Plumbing	Casanova 2 NE of 11th
220093	3/4/2022	3/4/2022	Removal of (e) wood shake roofing, installation of (n) Presidential TL composition shingles in color Shadow Gray with a 30lb underlayment. Installation of new gutters and downspouts. Contact: Element Roofing & Waterproofing (831) 706-5523	75,729	Roofing	Torres 2 SW of 5th
220092	3/4/2022	3/11/2022	Remove art gallery pony walls. Contact: Draper Construction (831) 521-6375	2,000	Building	San Carlos 3 SW of 5th
220091	3/4/2022		153 sf interior kitchen and bath remodel. Repair foundation at existing 147 sf garage. Install channel drain at front of garage.	10,000	Building	Monte Verde 2 NW of 6th
220090	3/2/2022		Helical pier foundation stabilization and retaining wall construction. Demolition of (e) deck and stairs and construction of (n) deck and stairway.	125,000	Building	Torres 5 SE of 9th
220089	3/2/2022	3/2/2022	Tear off and replace existing roof shingles and associated carpentry work, re-stain walls. Roof to be asphalt shingles in natural wood color with premium synthetic roofing underlayment to create class "A" fire retardant roofing. Stain color to be Covered Bridge. Contact: Division Painting Inc (831) 383-1825	18,890	Roofing	Carpenter 2 SE of 3rd

220088	3/2/2022	3/23/2022	Install 10 LG395Q1C-A6 modules and 10 Enphase IQ7PLUS-72-2-US microinverters, system size is 3950W. Contact: Ross Roofing & Solar (831) 394-8581	20,805	Electrical	Scenic 2 SE of 8th
220087	3/2/2022	3/14/2022	Remove (e) black fiberglass shingles and replace with (n) black CertainTeed Landmark TL fiberglass shingles. Contact: Premo Roofing Co (831) 443-3605	19,950	Roofing	Camino Real 3 SE of 9th
220086	3/2/2022	3/8/2022	Tear off (e) wood shingles. Install (n) plywood sheathing over (e) skip sheathing. Install new CertainTeed Landmark TL comp shingles in color Shenandoah. Contact: Premo Roofing Co (831) 443-3605	23,000	Roofing	Santa Rita 5 SW of Ocean
220085	3/1/2022	4/20/2022	Convert Existing Guesthouse to ADU by installing a cooktop and sink. Contact: Wayfinder Development (831) 521-2489	20,000	Building	Junipero 2 SW of 10th
220084	3/1/2022		Replace (e) single glazed windows with (n) double glazed, energy efficient units in the same openings. Upgrade 70 amp panel to 100 amp panel. Install new cabinets, plumbing fixtures, and appliances. Contact: Jolley Builders (831) 238-6044	85,000	Building	Dolores 2 NW of 3rd

Total Records: 45

4/20/2022



Code Compliance Report

03/01/2022 - 03/31/2022

Case #	Case Type:	Status	Location	Problem Description	Date Received	Date Closed
22064	Right of way Violation	Closed	Dolores SE of 8th	Portable toilet in ROW	3/25/2022	3/25/2022
22063	Short-term Rental	1st NOV sent	Carmelo 3 SW of 7th	Transient Rental	3/22/2022	
22062	Short-term Rental	1st NOV sent	Casanova 3 SE of 9th	Transient Rental	3/17/2022	
22057	Right of way Violation	Closed		Cone in parking space	3/24/2022	3/24/2022
22056	Building Violation	Closed	Carmelo 5 NE Ocean	Unpermitted construction	3/22/2022	3/23/2022
22055	Sign Violation	Closed	Carmelo 4 SW Ocean	Construction signage	3/23/2022	3/28/2022
22054	Right of way Violation	Closed	Monte Verde SE of 9th	Portable toilet in ROW	3/21/2022	3/22/2022
22053	Planning Violation	Open	25979 Mission	Fence construction	3/21/2022	
22052	Sign Violation	Closed	Mission SE of Ocean	Exterior business signage	3/17/2022	3/17/2022
22051	Right of way Violation	Closed	Camino Real NW of 4th	Portable toilet in ROW	3/15/2022	4/11/2022
22050	Right of way Violation	Closed	San Carlos SW of 8th	Construction in ROW	3/15/2022	3/15/2022
22049	Planning/Building Violation	Closed	Junipero	Unpermitted construction	3/14/2022	3/15/2022
22048	Right of way Violation	Closed	Dolores SW of Ocean	No Parking signs	3/14/2022	3/15/2022
22047	Right of way Violation	Closed	Santa Rita NW Ocean	Uncovered portable toilet	3/4/2022	3/7/2022
22046						
22045	Planning/Building Violation	Open	Camino Real 5 SW of 13th	Fence construction	3/9/2022	

Total Records: 16

4/20/2022



Encroachment Permit Report

03/01/2022 - 03/31/2022

Permit #	Permit Type	Date Submitted	Project Description	Property Location	Date Issued	Status
220060	Temp Ench	3/31/2022	Hand dig to expose, remove, and replace Carmel trap with new trap and 7' of sewer lateral. Contact: PSTS Inc (831) 238-4758	SW Corner of Junipero & 3rd	4/5/2022	Issued
220059	Temp Ench	3/30/2022	Sewer lateral replacement using trenchless method. Contact: Easy Drains (831) 521-6882	Santa Rita 2 SE of 4th	3/31/2022	Issued
220058	Temp Ench	3/30/2022	Replace sewer lateral with trenchless method. Contact: Easy Drains (831) 521-6882	9th 2 NW of Lincoln	3/31/2022	Issued
220057	Temp Ench	3/24/2022	Repair asphalt patch in street. Contact: Monterey Peninsula Engineering (831) 277-0137	132' N of Eighth St, on Scenic Rd	3/25/2022	Issued
220056	Temp Ench	3/24/2022	PG&E to trench and backfill all, PG&E to install new gas service. PM# 35303611. Contact: PG&E (408) 478-1894	5th 2 NW of San Carlos		In Review
220055	Temp Ench	3/23/2022	Replace sewer lateral using pipe bursting. Contact: Rooter King (831) 394-5315	Carpenter 4 SE of 3rd	4/11/2022	Issued
220054	Perm Ench	3/22/2022	Installation of two overflow discharge pipes into City right-of-way and new asphalt apron at front of property. Contact: Level 5 Construction (831) 682-5381	4 Oak Knoll Way		Approved
220053	Temp Ench	3/22/2022	Utilize crane in public right of way. Contact: Arc Metal Fabrication (877) 345-9353	Casanova 7 NW of Ocean	3/24/2022	Issued
220052	Temp Ench	3/22/2022	12' space to park moving pod on west side of Scenic Dr. in front of 7 SW Ocean on Scenic	Scenic 6 SW of Ocean	3/23/2022	Approved
220051	Temp Ench	3/21/2022	Commercial reroof project which includes the closure of sidewalks for access. Contact: Burkleo Roofing (831) 869-8107	NW Corner of Mission & Ocean		In Review
220050	Temp Ench	3/21/2022	Replace sewer lateral using pipe bursting. Contact: Rooter King (831) 394-5315	Santa Rita 3 NE of 1st	3/21/2022	Issued
220049	Temp Ench	3/16/2022	Excavate a 3'x3' and a 4'x5' pit to install a 1" water service. contact: West Valley Construction (408) 640-8913	Scenic 281' South of Ocean	3/16/2022	Issued
220048	Temp Ench	3/16/2022	Excavate a 3'x3' and a 4'x5' pit to install a 1" water service. contact: West Valley Construction (408) 640-8913	Casanova 233' South of 12th	3/16/2022	Issued

220047	Temp Ench	3/15/2022	Repair 8'x6' asphalt patch in street. Contact: Monterey Peninsula Engineering (831) 277-0137	Monte Verde 180' South of 12th	3/16/2022	Issued
220046	Temp Ench	3/14/2022	Placement of a POD moving contained in the DG right-of-way between property and road. Container is 7'x8', delivered 3/25 and picked up 3/28. Contact: Christopher Hunsberger (202) 369-4542	Carpenter 2 SE of 1st	3/14/2022	Issued
220045	Temp Ench	3/10/2022	10'x12' asphalt restoration for CalAm. Contact: Coastal Paving & Excavating (831) 262-1425	SE Corner Mission & 12th	3/11/2022	Issued
220044	Temp Ench	3/9/2022	Replace sewer lateral using pipe bursting. 811# W206700045. Contact: Rooter King (831) 394-5315	SE Corner of Monte Verde & 7th	3/9/2022	Issued
220043	Temp Ench	3/9/2022	Water service relocation - excavate/pothole trench in asphalt - 30'x3' & excavate/pothole in concrete - 4'x4' to abandon old service. 811# X206600779. Contact: CalAm Water (831) 646-3263	Monte Verde 3 SW of 12th	3/9/2022	Issued
220042	Perm Ench	3/7/2022	Replace gravel pathway and wood stairs with new sand set stone pathway and stone stairs at the front entry gate located on the west side of the property between the front property line and edge of street. Install metal handrails for safety. All work to be within the footprint of the existing pathway and stairs.	Camino Real 2 NE of 4th	3/31/2022	Approved
220041	Temp Ench	3/7/2022	Replace sewer lateral using pipe bursting. Contact: Rooter King (831) 394-5315	NE Corner of Lincoln & 10th	3/7/2022	Issued
220040	Temp Ench	3/7/2022	Replace sewer lateral using pipe bursting. Contact: Rooter King (831) 394-5315	11th 2 NW of Dolores	3/7/2022	Issued
220039	Temp Ench	3/3/2022	Block portion of sidewalk to replace front fence at property line. Contact: Mission Landscaping (831) 596-2211	Monte Verde 3 SW of Ocean	3/7/2022	Issued
220038	Temp Ench	3/1/2022	Replace sewer lateral using pipe bursting. Contact: Rooter King (831) 394-5315	NE Corner of Lincoln & 10th	3/8/2022	Issued

Total Records: 23

4/20/2022



CITY OF CARMEL-BY-THE-SEA

Monthly Report

March 2022

Public Safety

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Interim Chief Brian Uhler
SUBMITTED ON:	April 18, 2022
APPROVED BY:	Chip Rerig, City Administrator

AMBULANCE REPORT

Summary of Carmel Fire Ambulance March Calls for Service

AMBULANCE PERFORMANCE MEASURE

The performance goal for Code-3 (life threatening emergency-lights & siren) ambulance calls with a response time of 5 minutes or less from dispatch to arrival is 95%. For the month of March 2022 the ambulance was unable to meet the performance measure. The response time was 93.18% with (0) code-3 call over 5 minutes.

54 total calls for service in CBTS

44 Code 3 EMS calls for service – Average response time: 2:50 min, (3) EMS calls over 5:00 min

3/11/2022 – Code 3 response 05:46 min – San Carlos Street/Alta Avenue

3/19/2022 – Code 3 response 05:08 min – Guadalupe Street/Second Avenue – Late evening

3/31/2022 – Code 3 response 05:58 min – Mission Street/Alta Avenue – North end/early AM

MONTEREY FIRE REPORT

Summary of Monterey Fire March Calls for Service

FIRE PERFORMANCE MEASURE

The performance goal for Code-3 (life threatening emergency-lights & siren) fire calls with a response time of 5 minutes or less from dispatch to arrival is 95%. For the month of March 2022 the fire department was unable able to meet the performance measure. The response time was 94% with (2) code-3 calls over 5 minutes.

66 total calls for service in CBTS Average response time: 3:14 min.

53 total Code-3 Fire calls for service with (3) Fire call over 5:00 min

3/11/2022 – Code 3 response 08:11 min – San Carlos Street/Alta Avenue – Originally dispatched as a CAL Fire incident. Determined by FireComm to be in the City of Carmel limits.

Attachment 3
3/14/2022 – Code 3 response 05:51 min – 2655 Fraser Way – Response delay due to traffic.
3/23/2022 – Code 3 response 07:19 min – Scenic Road/12th Avenue – Response delay due to traffic.

BEACH FIRES

(2) Illegal beach fires were recorded during the month of March.

March 2022 PRA

Request Number	Date Requested	10-day due date	Records Requested	Requestor	Date completed
2022-014	3/2/2022; 3/4/2022	3/14/2022	Records pertaining to any maintenance or repair of the sidewalks, complaints about the condition of the sidewalks, and any notices of repair issued regarding the sidewalks on Ocean Avenue between Junipero Street and Monte Verde street from 1/1/21 to the present; 3/4/2022 added to request: work orders, invoices, photos, etc.	Robert Beckerman	3/9/2022
2022-015	3/7/2022	3/17/2022	A copy of the proposal that the City accepted from Mr. Moorer and Pacific Repertory Theater to Manage the Forest Theater	Steve Retsky	3/17/2022
2022-016	3/16/2022	3/26/2022	All current employee/staff contact information. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable.	SmartProcure	3/21/2022

Request No.	Request Date & Received By	10-Day Due Date	14-Day Ext. Date	Date Completed by PSO	Requestor	Phone	Info Requested	Status	Date & PSO Mailed
2022-0001	03/04/22 MJR	NA	NA	03/04/22 MJR	Lexis Nexis	800-934-6449	CA2200028	Completed	Mailed MJR
2022-0002	03/04/22 MJR	NA	NA	03/04/22 MJR	Lexis Nexis	800-934-6450	CA2200048	Completed	Mailed MJR
2022-0003	03/04/22 MJR	NA	NA	03/04/22 MJR	Lexis Nexis	800-934-6451	CC2100709	Completed	Mailed MJR
2022-0004	03/04/22 MJR	NA	NA	03/04/22 MJR	Lexis Nexis	800-934-6452	CG2200062	Completed	Mailed MJR
2022-0005	03/04/22 MJR	NA	NA	03/04/22 MJR	Lexis Nexis	800-934-6453	CG2100608	Completed	Mailed MJR
2022-0006	03/04/22 MJR	NA	NA	03/04/22 MJR	Stephen Hitz	973-449-8864	CG2100422 CG1900748,	Completed	Mailed MJR
2022-0007	03/01/22 mw	3/10/2022		03/08/22 mw	Irene Long		CC2000376	Completed	pick up
2022-0008	03/14/22 mw	3/24/2022		4/7/2022	Goldfaden Law	858-451-4653	CA2000497	Do not see request	DA
2022-0009	03/14/22 mw	3/24/2022		4/7/2022	Agop Agacarian	831-625-1447	CG2200068	Under Investigation	called by Da
2022-0010	03/18/22 mjr			3/18/2022	Nancy Doolittle	831-625-2048	CG2200006	Completed	released at counter MJR
2022-0011	03/21/22 mw	3/31/2022		03/21/22 mw	Lisa Nava	none	CA2200105	Completed	pick up/ mw
2022-0012	3/21/2022 mw	3/31/2022		3/21/2022	Lana Branton	none	CA2200105	Completed	pick up mw
2022-0013	3/23/22 DA	4/3/2022		3/23 DA	Jim Pingree		CG2000166	Completed	released at front counter
2022-0014	3/23 DA	4/3/2022		3/23 DA	Elias Olluu		CA2200110	Completed	released at front counter
2022-0015	3/23 Da	4/3/2022		3/24 DA	Lexis Nexis		CA22110	Completed	mailed by DA
2022-0016	3/23 DA	4/3/2022		3/24 DA	Metropolitan Reporting		CA2100496	Completed	mailed by Da
2022-0017	3/23 DA	4/3/2022		3/24 DA	Lexis Nexis		CA2200105	Completed	mailed by DA
2022-0018	3/29 MJR	NA		NA	James Pingree		CG2200126	Completed	released at counter MJR



CITY OF CARMEL-BY-THE-SEA

Monthly Report

Public Works Department Report – February and March 2022

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert M. Harary, P.E., Director of Public Works
SUBMITTED ON:	April 7, 2022
APPROVED BY:	Chip Rerig, City Administrator

City Council Meeting of February 1, 2022

- Received a presentation and the City was recognized as a Certified Blue City by Project O for the City's efforts to protect our waterways and ocean.
- Approved a Professional Services Agreement with Neill Engineers Corp. for a not-to-exceed fee of \$138,200 to complete the design of the FY21 paving project, which was unfunded during the Covid-19 pandemic, and for design of three inter-related drainage projects near the Rio Road entrance of the Mission Trail Nature Preserve (MTNP), mostly funded by a State Parks and Recreation Per Capita Grant.

City Council Meeting of March 1, 2022

- Adopted Resolution 2022-019, approving a policy for installing private grease interceptors in the public right-of-way, with Council amendments.
- Adopted Resolution 2022-022, allocating a budget of \$2 million for updating the design and constructing the Police Building Renovation Project, as was previously bid at the start of the pandemic. Council also supported additional upgrades to the facility, such as an EOC/Conference Room, updated locker room, electric vehicle charging stations, etc.
- Adopted Resolution 2022-023 – Approving a Lease Agreement with Pacific Repertory Theatre for theatrical programming and facility management of the Forest Theater for 5 years, and an initial upgrade budget of \$60,000.

City Council Strategic Planning Workshop of March 10, 2022

- Acknowledged completion of the organics/recycling ordinance related to SB1383.
- Prioritized the renovation and lease of the Scout House.

City Council Special Meeting of March 22, 2022

- Council acknowledged: six (6) Strategies for prioritizing the Capital Improvement Program (CIP), 17 CIP projects completed, or will be completed, in Fiscal Year 2021/22, the tentative carry-over of funds for 12 incomplete FY 2021/22 CIP projects into FY 2022/23 CIP, and were introduced to 18 tentative new projects for FY 2022/23. The FY 2022/23 CIP has a heavy emphasis on facilities.

Forest and Beach Commission Meeting of February 10, 2022

- Approved the design concept for the Ocean Avenue Median Islands based on the pilot project installed along the Ocean Avenue median between Lincoln and Monte Verde Streets. The project is part of the

City's Downtown Beautification Initiative and predominately funded by the parking space rental fees from the restaurant parklets.

- The Commission's Ad Hoc Committee gave an update on the outreach initiative. The Commission moved to approve the overall project and to receive a presentation from a tentative consultant for website and educational upgrades at the March meeting.

Forest and Beach Commission Special Meeting of March 10, 2022

- Received a presentation from the Environmental Compliance Manager regarding the recently-completed North Dunes Habitat Restoration Project Update Report for FY 2019/20 and FY 2020/21.
- Received a presentation from Maren Elwood, a potential consultant for website, educational, and outreach efforts related to the Forest and Beach Ad Hoc Committee initiative.
- Discussed an approach to providing recommendations to the Planning Commission regarding the Scenic Pathway benches issue.
- Approved a tree removal application for a redwood at Acacia Way 2 Southwest of Flanders Way.
- Continued a Stop Work Order release at Mission Street 4 Southwest of Tenth Avenue until the general and tree contractors could be in attendance.
- Discussed future meetings moving to a hybrid format.

Climate Committee Meeting of February 17, 2022

- Received a presentation on quantified Greenhouse Gas (GHG) emissions reduction strategies to meet the State's 2030 goal of reducing GHG emissions to 40% below 1990 levels. These strategies will be the basis for the City's Climate Action Plan.
- Received a project update, including ongoing, community outreach activities.
- Discussed the future of the Climate Committee and climate planning and implementation in Carmel after adoption of the Climate Action and Adaptation Plans by the City Council.

Climate Committee Meeting of March 17, 2022

- Reviewed and accepted the final GHG Reduction Strategies Report.
- Reviewed a draft of the Climate Adaptation Plan and made comments.
- Continued to discuss next steps for the Climate Committee following upcoming completion of the Climate Adaptation and Action Plans, including implementation of these plans.

Public Works Administration

- Identified and prioritized potential projects for the FY 2022/23 CIP and updated the 5-year CIP spreadsheet.
- Developed the PW Department's operating budget for FY 2022/23.
- Senior Maintenance Worker/Forestry, Mike Tope, accepted a promotional opportunity to be the Assistant City Forester for the City of Monterey.
- New Maintenance Worker Gilbert Tamayo and Tree Care Specialist Eric Miller both started on February 16, 2022.
- Held final interviews for the Environmental Programs Administrative Tech, and a conditional offer was made and accepted. Background check in progress.
- Administrative Analyst recruitment has closed, and short-listed candidates are being tested for the eligibility list.
- The second complete round of Project Manager recruitments and interviews has been completed. Unfortunately, all 3 candidates who were offered the position declined. Recruitment will be put on hold while we focus on retaining private consultants to take on project management duties.
- Developed an updated Request for Qualifications for 14 professional service areas, known as "Mass SOQs," to support our CIP execution for the upcoming three fiscal years. This includes project management services, as well as architecture, engineering, planning, and others. The Mass SOQs solicitation will be advertised from San Jose to San Luis Obispo and to Sacramento in early April.
- Entered into two professional services contracts with 4Leaf, for on-call traffic engineering and on-call project management services, both with fee limits of \$24,999.

- Coordinated with Police Chief and traffic engineer for proposed configuration of an all-way stop controlled intersection at Junipero Street and Seventh Avenue.
- Retained a structural engineer to review the leaning retaining wall/planter located in the south parking lot of City Hall.

Carmel Cares

- A nice article appeared in the Spring 2022 edition of *Carmel Magazine* (starting on page 138) regarding Carmel Cares activities, accomplishments, and partnership with the City's Public Works Department.
- Hosted a webinar on March 23rd entitled, "Special to Spectacular – How Carmel Volunteers are Making it Happen!"
- Constructed and installed a beautiful and unique, lighted show bill display case in front of Sunset Center, near Ninth Avenue.
- Continued to improve the Scenic Pathway and Forest Theater grounds, and to maintain Devendorf Park, Vista Lobos Park, Sunset Center grounds, and numerous landscaped medians.
- Worked with the Streets Division to replace slippery flagstone, near a trash enclosure on the Scenic Pathway at Tenth Avenue, with a new concrete pad and decomposed granite.
- Trimmed excess vegetation and cleared sand off the Fourth Avenue boardwalk towards the beach.

Environmental Programs

- Submitted a \$20,000 grant application to CalRecycle for implementation of food waste composting and edible food recovery to meet the requirements of SB 1383. The grant application was part of a regional effort of 13 Monterey County jurisdictions to raise a total of \$522,000.
- Purchased and distributed an additional 150 food waste kitchen pails. Fifty pails were donated to the Carmel Foundation and the remaining 100 were made available at the two City libraries for pickup by residents at no charge.
- Installed 25 cigarette butt receptacles around downtown to replace older receptacles that were missing or damaged.
- Checked final draft of the Climate Adaptation Plan prepared by Rincon Consultants, and began writing the Climate Action Plan in-house.
- Initiated the project to re-write the City's Stormwater Ordinance Section 17.43 and portions of 17.42 with consulting support by Dudek.
- Obtained sampling from the Fourth Avenue watershed for copper contamination into the Ocean's Area of Special Biological Significance.
- Removed invasive seedlings from the clearing where many invasive eucalyptus and acacia trees were removed in MTNP. Also coordinated with the volunteers of the Friends of MTNP to plant 75 native trees, including willows, oaks, and cottonwoods, to restore native habitat in the area. Hired Tope's Tree Service to conduct weekly watering of the seedlings.
- Tope's Tree Service also completed the removal of 3 large, dead pine trees in MTNP.

Facility Maintenance

- Coordinated with volunteers who cleaned and re-stained the benches at Forest Theater.
- Supported the work of Pac Rep who started the repair of the Forest Theater stage floor and deteriorated subfloor joists and coordinated with the Building Official.
- Obtained quotes for repairing Flanders Mansion roof leaks – decided to perform in-house.
- A flagpole lanyard at the Police Station was replaced at no cost.
- In another effort to reduce water consumption, the City's second waterless urinal was installed in Devendorf Park.
- Tested the fire sprinkler systems at all applicable City buildings.
- Recycled a dead tree of lumber and replaced janitor closet storage shelves.
- Started to make repairs to the Fire Station, including fixing a drain pipe, exhaust housing, and oven door, and obtain quotes for interior painting, carpeting, and new lockers.

Project Management (CIP)

- An exhaust fan was relocated as the final punch list item for the Sunset Center Emergency Fire Pump Replacement Project.
- For the Park Branch Library Generator Replacement Project, trees up against the east wall of the building, and their stumps, were removed. The existing gas line was discovered to be much more shallow than Code requirements, resulting in a change order. The narrow planter strip was converted into a concrete walkway. A new transfer switch was installed indoors (replacing the outdoor switch), and the generator is on site and will be set and tested in early April.
- Initiated the design, and received 30% design plans from Neill Engineer for the first three drainage projects located at the south end of MTNP. This project is funded by a Per Capita Park Grant.
- Hired M3 Environmental, who sampled, tested, and reported on hazardous materials existing on the exterior of Sunset Center. Specifically, asbestos was identified in select areas; however, lead paint was found to be extensive and will require costly removal by a hazardous materials remediation firm.

Street Maintenance

- Supported CAWD with vacuuming out debris from four CDS units for clean drainage discharge.
- Supported "Visit Carmel" by hanging "Love" banners along Ocean Avenue.
- Repaired uplifted sidewalk segments downtown, including larger concrete segments on Mission and Monte Verde Streets, both south of Ocean Avenue, per the Annual Sidewalk Survey inspection results.
- Repaired a sidewalk and concrete patio in Sunset Center.
- Repaired 13 asphalt drainage berms.
- Refurbished and painted park and street name signs.
- Fixed a split rail fence near Monte Verde Street and Fourth Avenue.
- Received a demonstration of a Ravo Series 5 street sweeper.
- Began the annual traffic striping, legends, and curb painting program.

Forestry Parks and Beach Report (March Only)

- City Forester Sara Davis attended the Green Communities Leadership Institute.
- PG&E is working in town taking down dead and dying trees. They will also start pruning for line clearance by mid-April.
- 572 trees have been inventoried downtown by West Coast Arborist. These trees will also be pruned for vehicle and sidewalk clearance, away from buildings, and for good form and structure. The work is scheduled to begin on April 11th.
- The removal of large pines is slowing down. However, the high temperatures the week of April 4th may cause more pines to decline.
- The on-call tree services contracts will end this fiscal year. Staff is exploring different strategies to improve responsiveness and field operations by tree contractors starting next fiscal year, by conducting a qualifications-based, rather than solely a low-bid, competitive selection process.
- There was one notable tree failure - a trash truck pulled over an oak on Sixth Avenue.
- The Ocean Avenue median island, between Dolores and Lincoln Streets, was stripped in preparation for re-landscaping following the successful pilot project to the west. Irrigation components for this island, and the remaining three islands to the east, were ordered and delivered.
- Repaired an irrigation line at the Lester Rountree Native Plant Garden.

Private and Development Activities

2022 Permitted Removals and Required Plantings

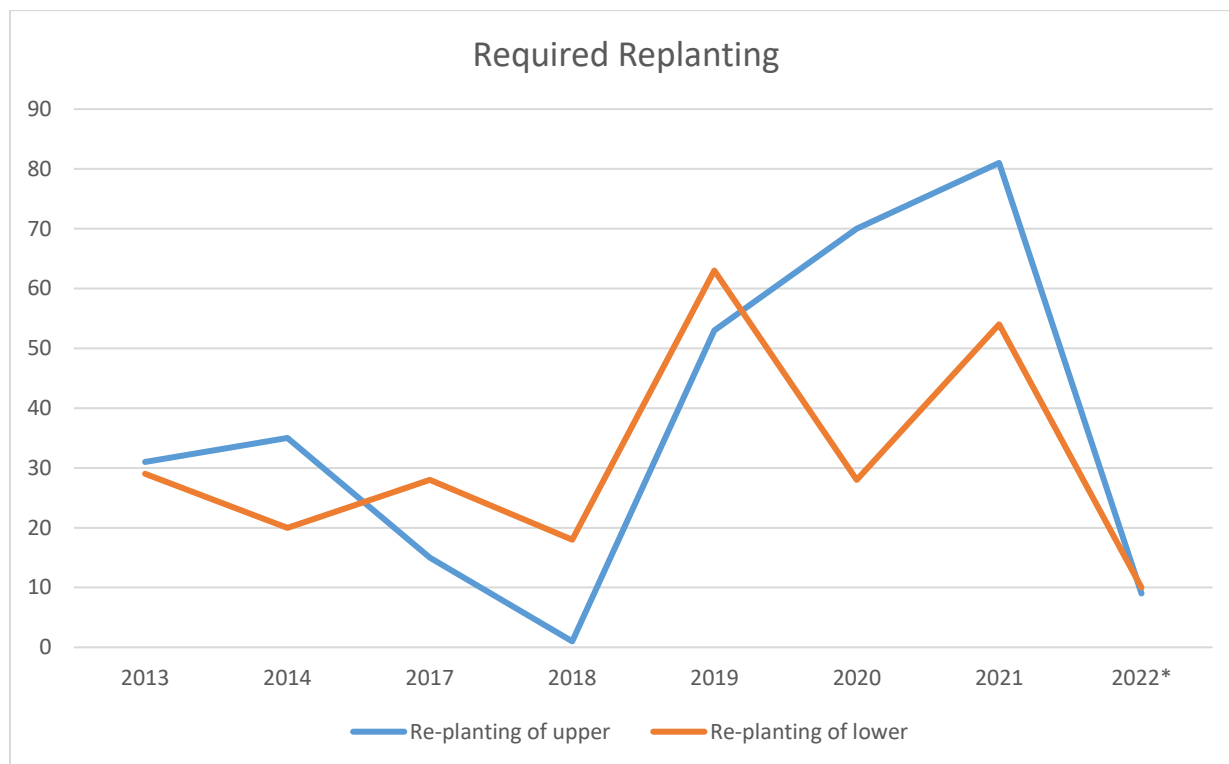
	Removals	Plant Upper	Plant Lower	No room for New Tree	Meets Density Recommendation	Total Number of Trees Required
January	2	1	1	0	0	2
February	14	4	5	0	3	9
March	13	4	4	0	4	8
April						
May						
June						
July						
August						
September						
October						
November						
December						
2022 Totals	29	9	10	0	7	19

Historic Permitted Removals and Required Plantings

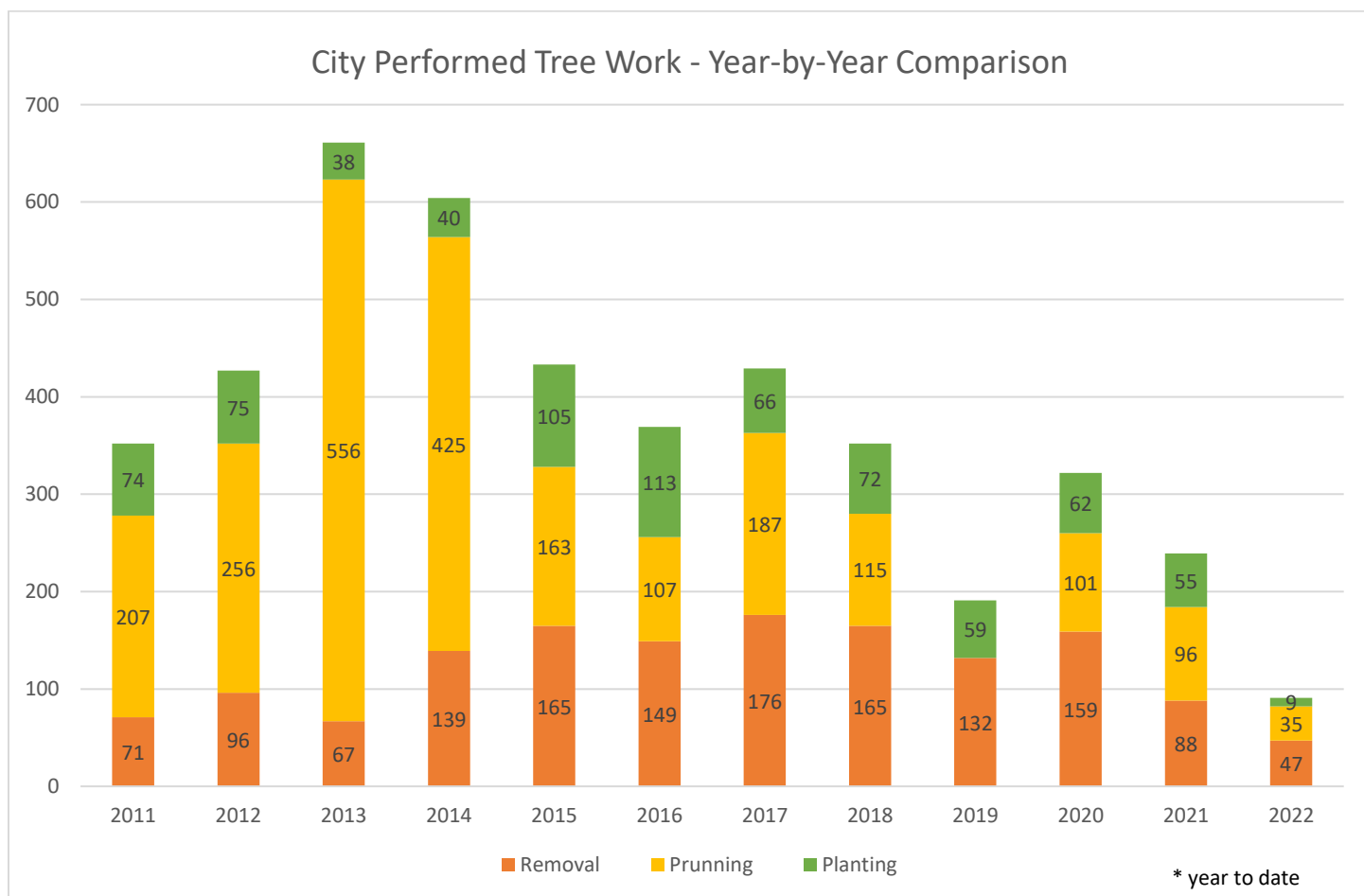
	Removal Permits	Removal of Upper	Removal of Lower	Replanting Required	Replanting of Upper	Replanting of Lower	Replanting %
2012	96			20			20.83%
2013	123	60	63	59	31	29	47.97%
2014	145	64	81	49	35	20	33.79%
2016	90			37			41.11%
2017	119	50	69	43	15	28	36.13%
2018	77	37	60	20	1	18	20.62%
2019	170	107	63	116	53	63	68.24%
2020	98	57	41	93	67	26	94.90%

	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*	29	9	20	19	9	10	65.52%	39

*year to date



City Forestry, Parks, and Beach Activities



City Work for February 2022

Failures	2
Inspections	43
Plan Reviews	5
Plantings	1
Prunings	28
Removals	12
Site Assessments	5



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

May 2, 2022
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Yashin Abbas, Interim City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: April 4, 2022 Special Meeting Minutes, April 5, 2022 Regular Meeting Minutes, and April 25, 2022 Special Meeting Minutes

RECOMMENDATION:

Approve April 4, 2022 Special Meeting Minutes, April 5, 2022 Regular Meeting Minutes and April 25, 2022 Special Meeting Minutes.

BACKGROUND/SUMMARY:

The City Council routinely approves the minutes of its meetings.

FISCAL IMPACT:

None.

PRIOR CITY COUNCIL ACTION:

None.

ATTACHMENTS:

Attachment 1: April 4 draft minutes
Attachment 2: April 5 draft minutes
Attachment 3: April 25 draft minutes

**SPECIAL MEETING
Monday, April 4, 2022**

**OPEN SESSION
4:30 PM**

CALL TO ORDER AND ROLL CALL

Mayor Potter called the meeting to order at 5:00 PM.

Present: Council Members: Baron, Ferlito, Theis, Mayor Pro Tem Richards, Mayor Potter

PUBLIC APPEARANCES

None

CONSENT AGENDA

- Item 1:** Monthly Reports for February 2022
- Item 2:** February 28, 2022 Special Meeting Minutes, March 1, 2022 Regular Meeting Minutes, March 10 Special Meeting - Workshop Minutes, and March 22, 2022 Special Meeting Minutes
- Item 3:** February 2022 Check Register Summary
- Item 4:** Resolution 2022-026 of the City Council of the City Of Carmel-by-the-Sea Proclaiming the Continuing Need To Meet By Teleconference Pursuant To Government Code Section 54953 (e)
- Item 5:** Resolution 2022-027 authorizing an amendment to the Memorandum of Understanding with the Monterey Regional Waste Management District and Member Agencies to allocate the \$20,000 CalRecycle SB 1383 Local Assistance Grant received by Carmel-by-the-Sea to regional program implementation
- Item 6:** Resolution 2022-028, amending the Fiscal Year 2021/22 Capital Improvement Plan and ratifying the City Administrator's emergency purchase of a replacement Heating and Ventilation (HVAC) control system for Sunset Center
- Item 7:** Resolution 2022-029 awarding a Professional Services Agreement to PAST Consultants, LLC, for a not-to-exceed fee of \$30,000, to provide consultant support to update the City's Historic Context Statement
- Item 8:** Adopt Resolution 2022-030 authorizing the City Administrator to revise the job descriptions of Building (Facility) Maintenance Supervisor, Public Works Superintendent, Tree Climber/Care Specialist and Finance Manager and establish a newly created job description for Information Technology Technician

- Item 9:** Resolution 2022-031 authorizing the City Administrator to establish and create the salary ranges for the newly created Information Technology (IT) Technician Salary Range and Finance Analyst Salary Range
- Item 10:** Resolution 2022-032 authorizing the consumption of alcohol on public property at the Monterey County Vintners 29th Annual Winemakers' Celebration to be held May 7, 2022
- Item 11:** Resolution 2022-033 authorizing the City Administrator to establish the amount of Relocation Expenses for management personnel relocating from another area

On a motion by Mayor Pro Tem Richards and seconded by Council Member Baron, the City Council approved the Consent Agenda by the following roll call vote:

AYES: BARON, FERLITO, THEIS, RICHARDS, POTTER
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

ORDERS OF BUSINESS

- Item 12:** First Amendment to Urgency Ordinance Adopting Rules of Conduct for attending meetings of Legislative Bodies at City Facilities

City Attorney Brian Pierik provided the staff report.

The following members of the public spoke on this item:

Allen
Michael McWalters

The City Attorney read the title of the Urgency Ordinance. On a motion by Council Member Baron and seconded by Mayor Potter, the City Council waived further reading and adopted the first amendment to Urgency Ordinance 2022-002 adopting rules of conduct for attending meetings of legislative bodies at city facilities.

AYES: BARON, FERLITO, THEIS, RICHARDS, POTTER
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

CLOSED SESSION

City Attorney Pierik announced the closed session items.

- Item A:** CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4)
(One potential case)
- Item B:** CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6

Agency designated representatives: City Administrator Chip Rerig, Katy Suttorp (Burke, Williams & Sorensen), Brian Uhler, Interim Public Safety Director, Brandon Swanson, Community Planning Building Director Employee organization: General Employees Unit, an Affiliated Unit of LiUNA; Management Employees Unit, an Affiliated Unit of LiUNA; Police Officers Association (POA); Carmel Fire Ambulance Association

Item C: CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(1) Name of case: GTE MOBILNET OF CALIFORNIA LIMITED PARTNERSHIP, a California limited partnership d/b/a VERIZON WIRELESS v. CARMEL-BY-THE-SEA; United States District Court Northern District of California San Jose Division; Case No. 5:22-CV-00347-NC

Item D: PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957
Title: City Administrator

Public Comment - None

ADJOURNMENT

The City Council adjourned to Closed Session at 5:15 PM.

APPROVED:

ATTEST:

Dave Potter, Mayor

Yashin Abbas, Interim City Clerk

REGULAR MEETING
Tuesday, April 5, 2022

TOUR
3:30 PM

ROLL CALL

Present: Council Members: Baron, Ferlito, Theis, Mayor Pro Tem Richards, Mayor Potter

TOUR OF INSPECTION

Prior to calling the meeting to order, the Board/Commission will conduct an on-site tour of inspection of the properties listed on the agenda and the public is welcome to join. After the tour is complete, the Board/Commission will begin the meeting in the City Council Chambers no earlier than the time noted on the agenda.

- A. Fountain Encroachment - Corner of 8th Avenue and Junipero Avenue
- B. Conversion from a single stop sign to all-way stop-controlled intersection at 7th Street

OPEN SESSION
4:30 PM

CALL TO ORDER

Mayor Potter called the meeting to order at 4:30 PM.

Present: Council Members: Baron, Ferlito, Theis, Mayor Pro Tem Richards, Mayor Potter

Council Member Ferlito led the pledge of allegiance.

PUBLIC APPEARANCES

The following members of the public spoke:

Tasha Witt on behalf of Stop Cell Towers in Carmel Neighborhoods Group
Carleen Whittelsey
Hella Rothwell
Nancy Twomey on behalf of the CRA Board
Richard Kreitman
Michael La Pier
Lucinda Lloyd
Christie Hollenbeck
Janice Bradner
Jeanne McWalters
Michael McWalters
Sharon Fogg
Parker Logan

ANNOUNCEMENTS

Item A: City Administrator Announcements

City Administrator Chip Rerig thanked the community for speaking under public appearances and gave assurance that the City keeps the correspondence from the public and share those with the Council, City Attorney and relevant department heads. He thanked everyone for their patience with the technology challenges of being in a hybrid environment. He announced that the City is not prohibiting dogs on the beach. He introduced Russell Morreale, a new member of the Finance Team.

Item B: City Attorney Announcements

City Attorney Brian Pierik stated that there was no reportable action from the April 4, 2022 Closed Session.

Item C: Council Member Announcements

Council Member Baron announced that the final version of the first draft of the climate action plan and climate adaptation plan will be circulated in the community on April 21 at 3:30 PM online. They will do an outreach to the construction and development industries on April 26 and 28 at 9:00 AM.

Mayor Pro Tem Richards reported that he and the Mayor met with Congressman Jimmy Pineda and coordinated support for the Carmel-by-the-Sea Post Office.

Council Member Ferlito stated that if anyone is interested to learn more about the regional housing needs assessment allocations, the information can be found on AMBAG's website. She commended Graeham Robertson and the Rotarians, and the volunteers that helped refurbish the Flanders trail.

Mayor Potter reported that he and the Mayor Pro Tem attended the National League of Cities Congressional City Conference in March in Washington D.C. and met with Congressman Pineda.

ORDERS OF BUSINESS

Item 1: Resolution No. 2022-025 Approving the Conversion from a Single Stop Sign to an All-Way Stop-Controlled Intersection at 7th Street and Junipero Avenue

Interim Police Chief Brian Uhler provided the staff report and responded to Council's questions.

Public Comment

- Sharon Fogg

Council discussion followed.

On a motion by Mayor Potter and seconded by Council Member Theis, the City Council adopted Resolution No. 2022-025 approving the conversion from a single stop sign to an all-way stop-controlled intersection at 7th Street and Junipero Avenue by the following roll call vote:

AYES: BARON, FERLITO, THEIS, RICHARDS, POTTER
NOES: NONE

ABSENT: NONE
ABSTAIN: NONE

Item 2: Receive a report on Car Week 2022 and provide staff with direction

Director of Library and Community Activities Ashlee Wright provided the staff report and responded to Council's questions.

The following members of the public spoke on this item:

Carl Iverson
Richard Kreitman
Jo Todd
Lucinda Lloyd

Council discussion followed.

The City Council received the report on Car Week 2022 and provided staff with direction.

Item 3: Report on the Status of Temporary Parklets and COVID-19 Restrictions

Community Planning and Building Director Brandon Swanson provided the staff report and responded to Council's questions.

The following members of the public spoke on this item:

Fred Bologna on behalf of the CRA
Donna Jett
Alicia Streight
Tim Twomey
Richard Kreitman
Dudley Ashley
Karyl Hall
Nancy Twomey
Bashar Sneeh
Kenneth Spilfogel
Crystal Andino
Parker Logan
Joel Jung
Dale Byrne
Lucinda Lloyd
Anthony Carnazzo

Council discussion followed.

The City Council received a brief report on the status of temporary parklets and COVID-19 restrictions and provided direction to maintain the removal date of April 20, 2022. On a motion by Mayor Potter and seconded by Council Member Baron, the City Council directed staff to return in thirty (30) days at the regular meeting to present the process required to develop a permanent outdoor seating program in the right of way, and to receive direction of whether to

begin working with the Planning Commission within the next 90 days, by the following roll call vote:

AYES: BARON, FERLITO, THEIS, RICHARDS, POTTER
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

The City Council took a brief recess at this time.

The City Council reconvened the meeting at 7:25 PM.

Item 4: Recommendation and Appointment of community members to the Design Traditions 1.5 Steering Committee

Community Planning and Building Director Brandon Swanson provided the staff report.

Public Comment – None

Each Council Member recommended one (1) Steering Committee appointee for a total of five (5) Steering Committee members:

Council Member Theis appointed Melanie Billig.
Council Member Baron appointed Don Goodhue.
Council Member Ferlito appointed Victoria Beach.
Mayor Pro Tem Richards appointed Doug Schmitz.
Mayor Potter appointed Maryann Shikatan.

PUBLIC HEARINGS

Item 5: Consideration of a Permanent Encroachment Permit (EN 21-272, Fountain) for an existing fence located in the public right-of-way on the southern side of the single family residence on the northwest corner of Junipero Avenue and 8th Avenue in the Residential and Limited Commercial (RC) Zoning District

Principal Planner Marnie Waffle provided the staff report and responded to Council's questions.

Mr. Anthony Lombardo provided information on behalf of the applicant.

Public Comment

- Victoria Beach

Council discussion followed. City Attorney Pierik provided clarification.

On a motion by Council Member Ferlito and seconded by Council Member Theis, the City Council denied the application for a Permanent Encroachment Permit (EN 21-272, Fountain) for an existing fence located in the public right-of-way on the southern side of the single family residence on the northwest corner of Junipero Avenue and 8th Avenue in the Residential and Limited Commercial (RC) Zoning District by the following roll call vote:

AYES: BARON, FERLITO, THEIS
NOES: RICHARDS, POTTER
ABSENT: NONE
ABSTAIN: NONE

The motion passed with 3 ayes and 2 noes, with Mayor Pro Tem Richards and Mayor Potter dissenting.

FUTURE AGENDA ITEMS

Council Member Ferlito – no smoking on public streets downtown for the health and safety of residents and shop keepers.

Council Member Baron – issue of smoke coming from wood burning fireplaces.

ADJOURNMENT

The City Council adjourned the meeting at 8:29 PM.

APPROVED:

ATTEST:

Dave Potter, Mayor

Yashin Abbas, Interim City Clerk

**SPECIAL MEETING
Monday, April 25, 2022**

**CLOSED SESSION
3:30 PM**

CALL TO ORDER AND ROLL CALL

Mayor Potter called the meeting to order at 3:32 PM.

Present: Council Members: Baron, Ferlito, Theis, Mayor Pro Tem Richards, Mayor Potter

CLOSED SESSION

City Attorney Pierik announced the closed session item.

Item A: CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT
CODE SECTION 54957.6
Agency designated representatives: City Administrator Chip Rerig, Katy Suttorp
(Burke, Williams & Sorensen), Brian Uhler, Interim Public Safety Director, Brandon
Swanson, Community Planning Building Director
Employee organization: General Employees Unit, an Affiliated Unit of LiUNA;
Management Employees Unit, an Affiliated Unit of LiUNA; Police Officers Association
(POA); Carmel Fire Ambulance Association

PUBLIC APPEARANCES

None

ADJOURNMENT

The City Council adjourned to Closed Session at 3:33 PM.

APPROVED:

ATTEST:

Dave Potter, Mayor

Yashin Abbas, Interim City Clerk



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

May 2, 2022
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Robin Scattini, Finance Manager

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: March 2022 Check Register Summary

RECOMMENDATION:

Approve the check register for March 2022.

BACKGROUND/SUMMARY:

The check register is produced from the City's financial system. The report groups the checks by the respective department or function. The check register includes the check number, the name of the vendor, a description of the purchase, the check issue date and the amount of the check. 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 need not be disclosed under the Public Records Act.

On the last page of the report, staff have included the contract balance for the respective vendors that were paid in March.

FISCAL IMPACT:

The check register summary for March 2022 totals \$1,311,968.

PRIOR CITY COUNCIL ACTION:

Council ratified the February 2022 check register at its April 4 special meeting.

ATTACHMENTS:

March 2022 check register

March 2022 Check Register

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 110 City Council				
48662	Peninsula Messenger LLC	Mail service:sorting and delivery FY 2021-22	03/11/2022	4,272.00
Total for Department: 110 City Council				4,272.00
Department: 111 City Administration				
48602	Alhambra	Water service City Hall	03/07/2022	110.82
48603	Amazon Web Services Inc	Data and cloud storage fees	03/07/2022	728.53
48605	AT&T	Telephone service citywide FY 2021-22	03/07/2022	2,955.70
48609	Carmel Pine Cone	Legal noticing	03/07/2022	1,295.00
48614	Copies By-The-Sea	Agenda printing	03/07/2022	202.22
48616	DocuSign, Inc	eSignature Enterprise Pro Edition	03/07/2022	5,158.00
48629	Next Request	Workflow Platform-Standard	03/07/2022	3,495.00
48642	Wageworks,Inc	Healthcare monthly Admin and Compliance	03/07/2022	150.00
48645	Aviate Enterprises Inc	Enterprise Immune System	03/11/2022	15,046.92
48646	Bridge IT Consulting	Cloud Backup system	03/11/2022	1,935.36
48651	Diversified Management Group	Job review services	03/11/2022	379.50
48653	Hinderliter, De Llamas & Associates	Sales/transaction tax auditing services	03/11/2022	1,397.09
48658	Office Depot, Inc.	Office supplies	03/11/2022	232.47
48664	Pitney Bowes Global Fin S	Postage meter lease	03/11/2022	676.42
48666	Ryan Ranch Printers	Envelopes	03/11/2022	86.31
48668	Sprint	Cell service, usage and purchases	03/11/2022	29.99
48670	T-Mobile	Monthly cell service and purchases	03/11/2022	1,488.30
48677	Zoom Imaging Solutions, Inc.	Admin/Finance Copier usage fees FY 2021-22	03/11/2022	422.83
48704	Benefit Coordinators Corporation (BCC)	Cobra Admin expenses FY 2021-22	03/24/2022	75.00
48710	Chavan and Associates, LLC	Financial Audit FY 2021-22	03/24/2022	7,500.00
48712	Comcast Business	NonCNGEN internet and recurring charges	03/24/2022	644.82
48714	Hinderliter, De Llamas & Associates	Sales/transaction tax auditing services	03/24/2022	911.98
48715	I.A.M.P	On site sound system services for SCC meet	03/24/2022	2,100.00
48716	Image Sales	Employee ID Badges	03/24/2022	44.14
48719	NHA Advisors	Bond arbitrage and compliance reporting	03/24/2022	3,700.00
48723	Purchase Power	Postage meter refills	03/24/2022	3,763.67
48724	Robert Half	Payroll temp help	03/24/2022	9,006.00
48725	Russell Morreale	Reimbursement for City laptop carrying bag	03/24/2022	43.69
48727	SHI International Corp	Lenovo Thinkvision monitors for use citywide	03/24/2022	18,051.25
48734	Alan Ward	Reimbursement for recruitment expense	03/25/2022	176.17
48738	Brian Ellis	Reimbursement for recruitment expense	03/25/2022	268.22
Total for Department: 111 City Administration				82,075.40

Department: 112 City Attorney

48705	Best Best & Krieger, Attorney At Law	Legal services: Telemcommunications	03/24/2022	6,875.50
48708	Burke,Williams & Sorensen, LLP	Legal services: Jan 2022	03/24/2022	46,571.35
48729	Telecom Law Firm PC	Legal services: Telecommunications	03/24/2022	5,776.00
Total for Department: 112 City Attorney				59,222.85

Department: 115 Community Planning & Building

48604	American Planning Association	APA Membership	03/07/2022	727.00
48615	De Lage Landen Financial	Copier lease	03/07/2022	212.22
48621	Engineered Fire Systems	FY21/22 plan review services for fire plans	03/07/2022	1,312.50
48622	FedEx	Mailing of Volume Studies	03/07/2022	55.00
48625	IWORQ	PH - Portal Home Managment software	03/07/2022	325.00
48637	Uline Inc.	Rain Gear for staff	03/07/2022	65.20
48638	Universal Staffing Inc	Planning Dept:temp staffing expense	03/07/2022	1,609.63
48639	US Bank	Reference materials, professional membership fees	03/07/2022	442.88
48648	Carmel Towing & Garage	Building Official vehicle fuel	03/11/2022	52.73
48650	CSG Consultants, Inc.	Plan Review Services	03/11/2022	36,158.22
48652	Engineered Fire Systems	FY21/22 plan review services for fire plans	03/11/2022	750.00
48658	Office Depot, Inc.	Office supplies	03/11/2022	163.75
48666	Ryan Ranch Printers	Business cards	03/11/2022	240.35
48731	Universal Staffing Inc	Planning Dept:temp staffing expense	03/24/2022	2,025.21
Total for Department: 115 Community Planning & Building				44,139.69

Department: 116 Police

48610	Carmel Towing & Garage	PD-Fuel purchases	03/07/2022	3,685.75
48613	Community Hospital of the Monterey Penir	Testing services Police Dept	03/07/2022	27.00
48619	Elissa Higgins	Reimbursement: training expenses	03/07/2022	139.79
48639	US Bank	COVID masks, safety supplies, meetings	03/07/2022	825.90
48640	US Bank Voyager Fleet	Police Dept: Fuel charges	03/07/2022	45.69
48641	Verizon Wireless	Air cards	03/07/2022	256.56
48644	Alhambra	Water service Police Dept	03/11/2022	226.68
48660	Pacific Gas & Electric	Video cameras citywide	03/11/2022	193.31
48672	Transunion Risk & Alterna	Investigative services for PD-Monthly fee	03/11/2022	79.80
48706	Biddle Consulting Group Inc	Test Genius Online: Annual Software License	03/24/2022	1,995.00
48711	Comcast	Police Dept cable services	03/24/2022	55.58
48720	Office Depot, Inc.	Office supplies	03/24/2022	272.07
48722	PCS Mobile	PD Subscription for AutoVu	03/24/2022	418.29
48726	Salinas Valley Pro Squad	Uniform-service clothes	03/24/2022	445.25
48732	US Bank	Community promotions supplies, training fee	03/24/2022	162.42

48733	West Coast Signings	PD Notary services	03/24/2022	65.00
Total for Department: 116 Police				8,894.09
Department: 117 Fire				
48608	Caltronics/J.J.R Enterprises. Inc	Fire Dept copier usage	03/07/2022	269.92
48610	Carmel Towing & Garage	FY 2021-22 Fire Dept fuel purchases	03/07/2022	684.72
48612	City Of Monterey	FY 21-22 Fire Contract monthly charges	03/07/2022	222,578.82
Total for Department: 117 Fire				223,533.46
Department: 118 Ambulance				
48606	Bound Tree Medical LLC	Ambulance medical supplies-FY 2021-22	03/07/2022	2,258.98
48610	Carmel Towing & Garage	FY 2021-22 Ambulance Dept fuel purchases	03/07/2022	1,046.54
48612	City Of Monterey	FY 2021-22 Ambulance agreement	03/07/2022	1,777.30
48641	Verizon Wireless	Ambulance Vehicles Air cards FY 2021-22	03/07/2022	213.64
48663	Peninsula Welding & Medical Supply, inc.	Oxygen/hazardous materials transport service	03/11/2022	90.30
48674	Verizon Wireless	Ambulance Vehicles air cards FY 21-22	03/11/2022	289.16
48676	Wittman Enterprises, LLC	Billing services Ambulance FY 2021-22	03/11/2022	2,399.57
48707	Bound Tree Medical LLC	Ambulance medical supplies-FY 2021-22	03/24/2022	48.88
48713	De Lage Landen Financial	Ambulance Copier Lease FY 2021-22	03/24/2022	75.01
Total for Department: 118 Ambulance				8,199.38
Department: 119 Public Works				
48601	Ailing House Pest Control	FM pest control FY 2021-2022	03/07/2022	434.00
48602	Alhambra	Water for PW FY 2021-2022	03/07/2022	234.38
48607	California Fire Protection, Inc.	FM annual fire inspections FY 2021-2022	03/07/2022	1,650.00
48610	Carmel Towing & Garage	PW fuel FY 21-22	03/07/2022	1,566.78
48611	Cintas Corporation	Uniforms for PW FY 2021-2022	03/07/2022	295.05
48615	De Lage Landen Financial	PW copier maintenance FY 21-22	03/07/2022	205.39
48617	Dudek	Environmental support: Drainage and erosion	03/07/2022	1,552.50
48618	Edges Electrical Group	FM electrical supplies FY 2021-2022	03/07/2022	355.32
48624	Hayward Lumber	PW supplies FY 2021-2022	03/07/2022	105.83
48626	Leo Hernandez	Reimbursement: Training expenses	03/07/2022	255.44
48628	Monterey Sanitary Supply	Janitorial supplies	03/07/2022	417.54
48630	Overhead Door Co of Salinas	FM overhead door service FY 2021-2022	03/07/2022	822.04
48632	Rincon Consultants, Inc	Climate action planning	03/07/2022	7,179.50
48633	Scarborough Lumber & Building	FM supplies FY 2021-2022	03/07/2022	245.62
48634	Security Shoring & Steel Plates Inc	COS cleaning: Beach parking lot	03/07/2022	742.00
48635	Signworks Inc	Stencils	03/07/2022	343.63
48636	Trucksis Enterprises, Inc.	Replacement flags	03/07/2022	211.18
48639	US Bank	Training expenses, supplies, safety clothing	03/07/2022	1,817.73

48643	Wm Baxter Electric	Flanders Mansion services	03/07/2022	2,804.11
48654	Iverson Tree Service	Tree work city-wide	03/11/2022	8,100.00
48657	Martins Irrigation Supply, INC.	Ocean Ave beautification supplies	03/11/2022	170.19
48659	Overhead Door Co of Salinas	FM overhead door service FY 2021-2022	03/11/2022	2,304.01
48665	Pureserve Building Service	Monthly janitorial services	03/11/2022	16,166.72
48667	Scarborough Lumber & Building	PW Supplies FY 2021-2022	03/11/2022	50.79
48669	Sure-Close Inc	150 kitchen pails for food waste	03/11/2022	982.50
48671	Tope's Tree Service Inc.	Tree work city-wide	03/11/2022	420.00
48673	Tree Stuff Lockbox No 639707	Supplies for forestry division	03/11/2022	196.54
48689	Carmel Towing & Garage	PW fuel FY 21-22	03/23/2022	1,690.46
48691	Cintas Corporation	Uniforms for PW FY 2021-2022	03/23/2022	288.94
48693	Edges Electrical Group	FM electrical supplies FY 2021-2022	03/23/2022	61.15
48694	Ferguson Enterprises, Inc.	FM plumbing supplies FY 2021-2022	03/23/2022	147.90
48695	Granite Rock Company	Supplies FY 2021-2022	03/23/2022	31.41
48696	Jaime Aquino	Reimbursement: work boots per MOU	03/23/2022	185.83
48697	Michael Tope	Reimbursement: work boots per MOU	03/23/2022	250.00
48699	Poe's Plumbing & Backflow	FM plumbing repairs FY 2021-2022	03/23/2022	1,251.81
48700	Scarborough Lumber & Building	Supplies for forestry division	03/23/2022	111.35
48701	Sentry Alarm Systems	Fire panel replacement	03/23/2022	1,838.80
48703	American Supply Company	PW/FM Janitorial supplies	03/24/2022	261.08
48718	M & S Building Supply	Supplies-PW Maint	03/24/2022	147.50
48732	US Bank	ISA membership, training fee, COVID test kits	03/24/2022	651.40
48735	Always Under Pressure	PW water recycle system repair	03/25/2022	844.32
48736	American Lock & Key	FM keys FY 21-22	03/25/2022	53.57
48737	Applied Marine Sciences	ASBS watershed sampling FY 2021-2022	03/25/2022	5,662.78
48739	Caltronics/J.J.R Enterprises. Inc	Meter usage-Public Works	03/25/2022	58.27
48740	Cintas Corporation	Uniforms for PW FY 2021-2022	03/25/2022	539.40
48741	Dudek	Environmental support: Drainage and erosion	03/25/2022	5,572.50
48742	Ennis-Flint Inc	Supplies	03/25/2022	1,481.08
48743	Golden State Portables	Service for Forest Theater. Rental prep-Clean products	03/25/2022	380.88
48744	Greenwaste Recovery Inc	Vista Lobos food waste bin	03/25/2022	116.00
48745	Iverson Tree Service	Tree work city-wide	03/25/2022	3,650.00
48746	LSA Associates, Inc	Greenhouse gas emissions analysis technical support	03/25/2022	2,805.00
48747	MJ Murphy Lumber and Hardware	PW supplies FY 2021-2022	03/25/2022	989.63
48748	Monterey Sanitary Supply	Janitorial supplies	03/25/2022	176.99
48750	PSTS, Inc.	Services:Pumping oil-water separator	03/25/2022	730.00
48751	Rincon Consultants, Inc	Climate action planning	03/25/2022	10,178.25
48752	Scarborough Lumber & Building	FM supplies FY 2021-2022	03/25/2022	164.47
48753	Sentry Alarm Systems	HML alarm monitoring	03/25/2022	378.00
48754	Tope's Tree Service Inc.	Tree work city-wide	03/25/2022	1,475.00
48756	US Bank	Membership, supplies for PW	03/25/2022	3,176.71
48757	Valley Hills Nursery	Plants	03/25/2022	162.84

Total for Department: 119 Public Works

95,142.11

Department: 120 Library

48661	Pacific Grove Self Storage	Storage unit 12/27-1/26	03/11/2022	307.00
Total for Department: 120 Library				307.00

Department: 121 Community Activities

48690	Carmel Women's Club, Inc	Room rental cleaning fee - Homecrafters' jury	03/23/2022	100.00
48702	US Bank	Supplies	03/23/2022	323.40
Total for Department: 121 Community Activities				423.40

Department: 122 Economic Revitalization

48728	Sunset Cultural Center Inc.	FY 2021-22 Operating Grant Q4 payment	03/24/2022	189,375.00
Total for Department: 122 Economic Revitalization				189,375.00

Department: 130 Non-Departmental

48631	Prism Public Risk Innovation	Claim deductibles	03/07/2022	5,047.49
48660	Pacific Gas & Electric	Gas and electric service citywide FY 2021-22	03/11/2022	16.40
48709	Cal-Am Water Company	Water service citywide FY 2021-22	03/24/2022	9,347.18
48721	Pacific Gas & Electric	Gas and electric service citywide FY 2021-22	03/24/2022	13,165.74
48730	U.S. Bank PARS	Sec 115 trust pension mitigation payment #1	03/24/2022	250,000.00
48755	U.S. Bank PARS	Sec 115 trust pension mitigation payment #2	03/25/2022	250,000.00
Total for Department: 130 Non-Departmental				527,576.81

Department: 311 Capital Projects

48623	Ferguson Enterprises, Inc.	ADA bathroom mirrors	03/07/2022	1,656.27
48639	US Bank	Downtown beautification supplies	03/07/2022	1,619.19
48649	Coast Counties Glass, Inc.	ADA restroom upgrade	03/11/2022	9,637.00
48692	Cosco Fire Protection	Re-route exhaust on Sunset Center fire pump	03/23/2022	4,613.87
48698	Neill Engineers Corp.	CIP: Engineering services	03/23/2022	21,356.00
48749	Native Solutions	North Dunes Restoration Project	03/25/2022	4,500.00
Total for Department: 311 Capital Projects				43,382.33

Department: 513 Veh & Equip Replacement

48620	Emergency Vehicle Specialists Inc	2 Dodge Durango accessories packages	03/07/2022	8,992.26
48647	Cal Coast Electric, Inc	Park Branch Library generator upgrade	03/11/2022	9,484.59

48655	J 4 Systems	Migration of Active Network Servicer Capital Project	03/11/2022	5,748.00
48717	J 4 Systems	Migration of Active Network Servicer Capital Project	03/24/2022	1,200.00
Total for Department: 513 Veh & Equip Replacement				25,424.85
Grand Total				1,311,968.37

March Contract Payments:

Vendor	Contract Amt	Paid thru March	Contract Balance	
Pen Messenger	\$ 122,000.00	\$ 43,510.00	\$ 78,490.00	
City of Monterey	\$ 2,670,946.00	\$ 1,780,630.56	\$ 890,315.44	Fire admin services
Rincon	\$ 50,500.00	\$ 38,797.50	\$ 11,702.50	
Pureserve	\$ 204,000.00	\$ 145,500.48	\$ 58,499.52	
Neill Engineers	\$ 98,200.00	\$ 35,771.00	\$ 62,429.00	
Tope's Tree Svc	\$ 65,000.00	\$ 27,299.48	\$ 37,700.52	
Native Solutions	\$ 54,500.00	\$ 36,550.00	\$ 17,950.00	
Dudek	\$ 23,500.00	\$ 14,120.00	\$ 9,380.00	
Iverson Tree Svc.	\$ 70,000.00	\$ 25,800.00	\$ 44,200.00	
Chavan & Assoc.	\$ 32,000.00	\$ 29,000.00	\$ 3,000.00	



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

May 2, 2022
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Brian Pierik, City Attorney
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Resolution 2022-034 of the City Council of the City Of Carmel-by-the-Sea Proclaiming the Continuing Need To Meet By Teleconference Pursuant To Government Code Section 54953 (e)

RECOMMENDATION:

Adopt Resolution 2022-034 of the City Council of the City of Carmel-by-the-Sea proclaiming the continuing need to meet by teleconference pursuant to Government Code Section 54953 (e).

BACKGROUND/SUMMARY:

All meetings of the City of Carmel-by-the-Sea legislative bodies are open and public as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963).

Before COVID-19, Section 54953(b) of the Brown Act allowed for teleconferencing if the public agency complied with the following requirements:

1. At least a quorum of the members of the legislative body must participate from locations within the boundaries within the jurisdiction of the local agency.
2. An agenda shall be posted at all teleconference locations.
3. Each teleconference location shall be identified in the notice and agenda of the meeting.
4. Each teleconference location shall be accessible to the public.

AB 361 amended Government Code Section 54953 and authorizes a City to allow for modified teleconferencing rules, subject to the existence of certain requirements which are listed below in this Staff Report.

Government Code section 54953(e)(1) lists the circumstances under which a local agency may use such modified teleconferencing procedures, as follows:

(1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

- (A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local

officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B) that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

March 4, 2020, Governor Newsom declared a State of Emergency as a result of the COVID-19 pandemic. The State of Emergency remains in effect and COVID-19 continues to threaten the health and lives of the public and the Delta variant is highly transmissible in indoor settings. In addition, breakthrough cases are becoming more common.

On September 22, 2021, the County of Monterey Health Department issued a Recommendation Regarding Social Distancing Including Remote Meetings of Legislative Bodies (see Attachment 1) which provides:

“The Monterey County Health Department continues to recommend that physical and social distancing strategies be practiced in Monterey County, which includes remote meetings of legislative bodies of local agencies, to the extent possible.

Monterey County continues to experience transmission of COVID-19 locally. Physical and social distancing is still an effective measure to reduce the spread of COVID-19, especially when combined with use of face coverings, frequent hand washing, staying home when ill, testing, and vaccination with U.S. Food and Drug Administration approved or authorized COVID-19 vaccines.

Remote meetings of legislative bodies allow for the virtual participation of agency staff, presenters, and community members in safer environments, with less risk of exposure to SARS-CoV-2, the virus that causes COVID-19.

The Monterey County Health Officer will continue to monitor local metrics and the necessity of this recommendation.”

Thus, meetings of the City Council and its legislative bodies may be held pursuant to the terms of Government Code Section 54953(e)(1)(A) so long as a proclaimed state of emergency continues and state or local officials continues to impose or recommend measures to promote social distancing.

If, for some reason, state or local officials discontinue imposing or recommending measures to promote social distancing, the proposed Resolution would also authorize teleconferencing under the rules of 54953(e) so long as a proclaimed state of emergency continues.

On October 4, 2021, the City Council adopted the initial Resolution No. 2021-057 authorized by AB 361 to allow for meetings of the City Council to be held telephonically.

Government Code Section 54953 (e) (3) provides that every 30 days after teleconferencing for the first time, and

every 30 days thereafter, to continue teleconferencing the City Council must state that it has reconsidered the circumstances of the state of emergency and that either of the following circumstances exist: (1) The state of emergency continues to directly impact the ability of the members to meet safely in person or (2) State or local officials continue to impose or recommend measures to promote social distancing. Currently, both of these circumstances continue to exist and, for that reason, the recommended action is for the City Council to adopt the attached Resolution Of The City Council Of The City Of Carmel- by-the-Sea Proclaiming The Continuing Need To Meet By Teleconference Pursuant To Government Code Section 54953 (e), Attachment 2 to this Staff Report.

This Resolution will authorize the City Council, and other legislative bodies of the City, to hold teleconference meetings within the requirements of AB 361, but does not prohibit the City from holding in person meetings in the future.

If the Resolution is adopted, then the City and its legislative bodies which hold teleconference meetings must follow the procedures set forth by AB 361, which include the following:

1. Notice of the meeting must still be given in compliance with the Brown Act, and the notice must include the means by which the public may access the meeting and provide public comment.
2. The public must be provided access to the meeting via a call-in option or internet-based service option and allowed to “address the legislative body directly.” The agency does not have to provide an in-person option for the public to attend the meeting.
3. The meeting must be conducted “in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body.”
4. If there is a disruption to the meeting broadcast or in the ability to take call-in or internet-based public comment, no further action can be taken on agenda items until the issue is resolved.
5. The body cannot require comments to be submitted before the start of the meeting. The public must be allowed to make “real time” public comment.
6. Reasonable time for public comment must be provided. If the agency provides a timed public comment period, the public comment period must be left open until the time expires.
7. All votes must be taken by roll call.
8. The legislative body must approve a resolution making findings every 30 days to continue to conduct teleconference meetings under AB 361. The body must find it has reconsidered the circumstances of the state of emergency and either 1) the emergency continues to impact the ability to meet safely in person, or 2) State or local officials continue to impose or recommend social distancing.

If the state of emergency ends or if the City Council decides to rescind the Resolution, then meetings of the City Council and other legislative bodies of the City must comply with the pre-COVID teleconferencing rules of 54953(b) described earlier in this Staff Report.

Without this Resolution, as noted, if a Council Member or a member of a City Board or Commission does not attend a meeting in person, then the agenda would need to be posted at the location of that person and the public would have access to that location. This Resolution (so long as Government Code Section 54953 allows) would

provide flexibility to the Council, Board Members and Commissioners when meetings are held in person to attend remotely if they do not attend in person without the necessity of posting an agenda at their location and there would be no limit on the number (quorum must be physically present without this Resolution) of Council Members, Board Members and Commissioners who attend remotely. There are some public agencies in California which have adopted a Resolution authorized by AB 361 and use a “hybrid” method for attendance at meetings in which some members attend in person and other members attend remotely and the staff and public also can attend in person or remotely.

FISCAL IMPACT:

No direct fiscal impact for this action.

PRIOR CITY COUNCIL ACTION:

Adoption of Initial Resolution No.2021-057 on October 4, 2021 and continuing Resolutions at subsequent meetings of the City Council.

ATTACHMENTS:

Attachment 1 - County of Monterey Health Department Recommendation Regarding Social Distancing Including Remote Meetings of Legislative Bodies issued September 22, 2021

Attachment 2 - Resolution 2022-034



COUNTY OF MONTEREY HEALTH DEPARTMENT

Attachment 1

Elsa Mendoza Jimenez, Director of Health

Administration Animal Services Behavioral Health Clinic Services
Emergency Medical Services Environmental Health Public Administrator/Public Guardian Public Health

Recommendation Regarding Social Distancing Including Remote Meetings of Legislative Bodies

Issued: September 22, 2021

The Monterey County Health Department continues to recommend that physical and social distancing strategies be practiced in Monterey County, which includes remote meetings of legislative bodies of local agencies, to the extent possible.

Monterey County continues to experience transmission of COVID-19 locally. Physical and social distancing is still an effective measure to reduce the spread of COVID-19, especially when combined with use of face coverings, frequent hand washing, staying home when ill, testing, and vaccination with U.S. Food and Drug Administration approved or authorized COVID-19 vaccines.

Remote meetings of legislative bodies allow for the virtual participation of agency staff, presenters, and community members in safer environments, with less risk of exposure to SARS-CoV-2, the virus that causes COVID-19.

The Monterey County Health Officer will continue to monitor local metrics and the necessity of this recommendation.

CITY OF CARMEL-BY-THE SEA

CITY COUNCIL

RESOLUTION NO. 2022-034

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL- BY-THE-SEA
PROCLAIMING THE CONTINUING NEED TO MEET BY TELECONFERENCE PURSUANT
TO GOVERNMENT CODE SECTION 54953 (e)**

WHEREAS, all meetings of the City of Carmel-by-the-Sea legislative bodies are open and public as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963); and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency as a result of the COVID-19 pandemic; and

WHEREAS, such State of Emergency remains in effect; and

WHEREAS, COVID-19 continues to threaten the health and lives of City of Carmel-by-the-Sea residents; and

WHEREAS, the Delta variant is highly transmissible in indoor settings; and

WHEREAS, the Omicron variant is highly transmissible in indoor settings; and

WHEREAS, breakthrough cases are becoming more common;

WHEREAS, On September 22, 2021, the County of Monterey Health Department issued a Recommendation Regarding Social Distancing Including Remote Meetings of Legislative Bodies; and

WHEREAS, on October 4, 2021, the City Council adopted the initial Resolution No. 2021-057 Proclaiming The Continuing Need To Meet By Teleconference Pursuant To Government Code Section 54953 (e)

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Carmel-by-the-Sea that:

Section 1. Findings. The City Council has reconsidered the circumstances of the state of emergency and finds that: (1) The state of emergency continues to directly impact the ability of the members to meet safely in person and (2) The County of Monterey continues to recommend measures to promote social distancing.

Section 2. Compliance With Government Code Section 54953. The City Council and other legislative bodies may, in their discretion, continue to meet by teleconference in accordance with Government Code section 54953(e).

Section 3. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until such time the City Council adopts a subsequent resolution rescinding this Resolution.

Section 4. Future Resolutions. The City Council expressly reserves the right to adopt Resolutions more than 30 days after the date of adoption of this Resolution to authorize the City Council and other legislative bodies to continue to meet by teleconference in accordance with Government Code section 54953(e) provided that a State of Emergency exists as of the date of adoption of such Resolutions and the County of Monterey continues to recommend measures to promote social distancing.

PASSED AND ADOPTED by the City Council of the City of Carmel-by-the-Sea this 2nd day of May 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Yashin Abbas
Interim City Clerk



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

May 2, 2022
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Marnie Waffle, AiCP, Senior Planner
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Resolution 2022-035 authorizing a refund of application fees for Preliminary Site Assessment application PSA 22-052 (Higgins) and Track 2 Design Study application DS 22-051 (Higgins) in the amount of \$4,830 to Hastings Construction

RECOMMENDATION:

Adopt Resolution 2022-035 authorizing a refund of application fees for Preliminary Site Assessment application PSA 22-052 (Higgins) and Track 2 Design Study application DS 22-051 (Higgins) in the amount of \$4,830 to Hastings Construction.

BACKGROUND/SUMMARY:

The applicant, Hastings Construction, submitted a Preliminary Site Assessment application PSA 22-052 (Higgins) including an application fee of \$1,135 and Track 2 Design Study application DS 22-051 (Higgins) including an application fee of \$5,175 plus \$130 application fee for a volume study for the demolition of an existing single-family residence and construction of a new single-family residence located on 13th Avenue 2 southeast of Mission Street. Shortly thereafter, the applicant requested the application be withdrawn as the owners decided to sell the property and the buyer was not interested in moving forward with the current application. This item is on the Council's agenda to authorize a refund of 75% of the permit fee costs, \$4,830, in accordance with CMC Section 17.02.120 (Fees) which allows a partial refund of fees in the amount of 75% for applications that are withdrawn before a determination has been made as to whether the application is complete. The applicant submitted the Preliminary Site Assessment application on February 28, 2022, and the Track 2 Design Study application on March 9, 2022, and withdrew the applications on April 6, 2022 prior to staff making a determination as to the completeness of the application.

CMC Section 3.06.060 (Return of Funds) requires refunds of \$1,000 or more to be approved by Council. Specifically, Section 3.06.060 states that "from time to time it becomes necessary to refund certain permit fees, taxes, licenses, etc., in the normal course of City business. Upon recommendation from the Assistant City Administrator, the City Administrator or his/her duly authorized representative is authorized to approve such refunds in an amount not to exceed \$1,000. All refunds over \$1,000 shall require approval by the City Council."

FISCAL IMPACT:

Other than the cost of processing the refund, there is no fiscal impact to the City for issuing the permit fee

refund.

PRIOR CITY COUNCIL ACTION:

None.

ATTACHMENTS:

Attachment 1: Resolution

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

RESOLUTION NO. 2022-035

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING A REFUND OF APPLICATION FEES FOR PRELIMINARY SITE ASSESSMENT APPLICATION PSA 22-052 (HIGGINS) AND TRACK 2 DESIGN STUDY APPLICATION DS 22-051 (HIGGINS) IN THE AMOUNT OF \$4,830 TO HASTINGS CONSTRUCTION

WHEREAS, the applicant, Hastings Construction, submitted applications for a Preliminary Site Assessment and Track 2 Design Study on February 28, 2022 and March 9, 2022, respectively; and

WHEREAS, the applicant was assessed a Preliminary Site Assessment fee of \$1,135, a Track 2 Design Study fee of \$5,175 and Volume Study fee of \$130 for the review of the applications; and

WHEREAS, on April 6, 2022, the applicant submitted a request to withdraw the applications; and

WHEREAS, CMC Section 17.02.120 (Fees) allows a partial refund of permit fees in the amount of 75% for applications that are withdrawn before a determination has been made as to whether the application is complete; and

WHEREAS, the applicant submitted an application on February 28, 2022 and March 9, 2022 and withdrew the applications on April 6, 2022 prior to staff making a determination as to the completeness of the application; and

WHEREAS, the applicant is entitled to a 75% refund of the permit fee which amounts to \$4,830; and

WHEREAS, CMC Section 3.06.060 (Return of Funds) requires refunds of \$1,000 or more to be approved by the City Council.

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

Authorize a refund of \$4,830 which is 75% of the permit fees for a Preliminary Site Assessment, Track 2 Design Study, and Volume Study, to Hastings Construction.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 2nd day of May, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Yashin Abbas
Interim City Clerk



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

May 2, 2022
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Sara Davis, City Forester
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Resolution 2022-037 authorizing the City Administrator to execute Change Order No. 3 to the on-call tree maintenance services contract with West Coast Arborists, Inc. for a not-to-exceed amount of \$160,000 and to extend the term to June 30, 2022

RECOMMENDATION:

Adopt Resolution 2022-037 authorizing the City Administrator to execute Change Order No. 3 to the on-call tree maintenance services contract with West Coast Arborists for a not-to-exceed amount of \$160,000 and to extend the term to June 30, 2022. This is an administrative item to increase the contract ceiling, but does not allocate any additional funds for tree maintenance work.

BACKGROUND/SUMMARY:

On-call, as-needed tree care service contractors allow the City to address the many needs of our urban forest, such as removal of dead, diseased, or hazardous trees, pruning to maintain clearances and proper tree health, stump grinding, planting new trees, and watering. In addition to the trees located in the City's right-of-way, maintenance is also needed for trees located on all City properties, at City facilities, along medians and trails, and in parks. The City's urban forest contains over 9,000 trees.

Public Works forestry staff can perform most of these tasks in a less expensive manner; however, our work force is simply spread too thin. Shifting our resources to work exclusively on trees would have immediate impacts on other facilities, such as the beach, parks, and open space. Having tree care contractors on an on-call basis has proven to be an efficient way to expedite tree services in a cost-competitive manner.

FISCAL IMPACT:

Resolution 2022-037 (Attachment 1) will allow the contract ceiling for on-call tree services with West Coast Arborists to be raised to \$160,000 and extend the term of the contract to June 30, 2022. The budget is already available in the Public Works Forestry Division operating budget account 101-119-45-42001 and will be used to prune 572 trees in the downtown.

This is an administrative item to increase the contract ceiling, but does not allocate any additional funds for tree maintenance work.

PRIOR CITY COUNCIL ACTION:

In September 2018, for Fiscal Year 2018/19, Council authorized the City Administrator to execute an On-Call Tree Maintenance Service Contract with West Coast Arborists for \$100,000 (Resolution 2018-099) and an initial one-year term ending June 30, 2019. In July 2019, for FY 2019/20, Council authorized the City Administrator to execute Change Order No. 1 for \$100,000 (Resolution 2019-050) and extend the term through June 30, 2020. In July 2020, the City Administrator executed Change Order No. 2 for \$25,000 and extended the term through June 30, 2021.

ATTACHMENTS:

Attachment 1 - Resolution 2022-037

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

RESOLUTION NO. 2022-037

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE CHANGE ORDER NO. 3 TO THE ON-CALL TREE MAINTENANCE SERVICES CONTRACT WITH WEST COAST ARBORISTS FOR A NOT-TO-EXCEED FEE OF \$160,000 AND TO EXTEND THE TERM TO JUNE 30, 2022

WHEREAS, Carmel-by-the-Sea is in an urban forest setting with over 9,000 City-owned trees located in the public right-of-way and parks, along medians, and around City facilities; and

WHEREAS, starting in Fiscal Year 2018/19, the City retained five qualified firms to carry out tree care services, including tree planting, watering, pruning, removal of dead trees and stumps, arborist services, and emergency tree services in an on-call, as-needed manner; and

WHEREAS, in September 2018, the City Council awarded an on-call tree maintenance services contract to West Coast Arborists, Inc. with an initial term ending June 30, 2019 plus up to three additional, one-year extensions per Resolution 2018-099; and

WHEREAS, in July 2019, Council adopted Resolution 2019-050, which authorized Change Order No. 1 to the contract with West Coast Arborists for a not to exceed amount of \$100,000 and extended the term to June 30, 2020; and

WHEREAS, in July 2020, the City Administrator authorized Change Order No 2 to increase the contract by \$25,000 and extend the term to June 30, 2021, and

WHEREAS, there is sufficient budget available in the Public Works Forestry Division operating budget in contract service account 101-119-45-42001 to absorb the cost of the proposed work covered by Change Order No. 3; hence, Change Order No. 3 only increases the contract ceiling and does not allocate additional funds for tree services work.

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 Change Order No. 3 to the on-call tree services contract with West Coast Arborists, Inc. for a not-to-exceed amount of \$160,000 and to extend the term to June 30, 2022.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 2nd day of May 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Yashin Abbas
Interim City Clerk



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

May 2, 2022
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

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

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Resolution 2022-038 ratifying final costs associated with the Sunset Center
Emergency Fire Pump Replacement Project

RECOMMENDATION:

Adopt Resolution 2022-038, ratifying final costs associated with the Sunset Center Emergency Fire Pump Replacement Project.

BACKGROUND/SUMMARY:

In February 2021, staff was notified of smoke coming out of the fire booster pump house at Sunset Center. Representatives of California Fire Protection, Sunset Center, and Facilities Maintenance met to discuss the fate of this booster pump. It appeared that the booster pump was running at high speeds over a weekend with the water having nowhere to go. This burned out the pump and motor. The system was only 20 years old, but the warranty expired.

Without this booster pump, the fire sprinklers inside Sunset Center would not work, resulting in an emergency situation and closure of the building. However, subsequent tests of a bypass was sufficient for the Fire Marshall to waive having a fire watch of the building until the replacement pump was installed. The City Attorney clarified emergency purchasing procedures for this project per Municipal Code Sections 3.12.140 and 3.12.510 so that repairs could be made immediately.

Next, the existing pump manufacturer, Brown Company, confirmed that this system cannot be repaired or rebuilt, it had to be replaced. Brown recommended replacing the system in kind; otherwise, a new design would be required which would require reconfiguration of support pads and piping connections, and possibly modification to the pump house building, at additional cost.

At the April 6, 2021 meeting, the City Council adopted Resolution 2021-016 authorizing purchases for essential public safety projects including the emergency fire pump replacement at Sunset Center, and included these projects into the Fiscal Year 2020/21 Capital Improvement Program. The initial cost estimate at that time was \$52,962 for the pump equipment from Brown Company (sole source), plus \$52,521 for installation by Cosco Fire Protection, which was a competitive and negotiated cost, for a combined cost estimate, with contingency, of \$105,483.

Other expenses for electrical connections and potential modifications to the pump house were anticipated at that time, but were premature to identify. Staff noted that the final costs would be subject to ratification by the City Council when fully known.

The final costs are tabulated below:

Contractor	Tasks	Final Cost
Brown Company	Manufacture Pump Equipment	\$ 47,421.52
Cosco Fire Protection	Install Mechanical and Structural	56,443.47
Gerecke Electrical	Electrical Installations	13,800.00
California Fire Protection	Relocate Vent per Fire Marshall	3,500.00
	Actual Total Cost:	\$121,164.99

The Brown Company's cost included manufacture and delivery of the main booster pump, jockey pump, engine, butterfly valves, control valves, controller panel, and a battery backup system. Brown also provided consultations during installation and supported startup, testing, and troubleshooting. Cosco Fire Protection's work included preparing engineered plans for building and fire department approvals, structural framing and installation of pump equipment, and furnishing blow off valves, diesel tank vents, muffler, fire sprinklers in the pump house, and a water drain pipe.

Local contractor Gerecke Electrical wired up the controller panel, all electrical components to the pump equipment, lighting, alarms, and an exhaust fan. Local vendor California Fire Protection graciously provided the initial assessment and professional consultation services throughout the project at no cost to the City, followed by relocating the exhaust vent through the roof as required in the punch list.

The pump was installed, tested, and put into operation in May 2021, just three of months after the prior pump burned out. Then, a punch list consisting of 13 items (initially) took much of the past year to complete, because the project was plagued with delays ranging from crews sick with Covid, incorrect part deliveries, change orders resulting from one contractor's work impacting another's, and very busy contractor schedules.

FISCAL IMPACT:

In April 2021, when the Sunset Center Fire Pump Replacement Project was approved by Council, the initial cost estimate was \$105,483; however, additional costs were anticipated which could not be estimated at that time. Now complete, the final cost was \$121,165, an increase of \$15,682. The additional expenses were charged to the Capital Projects Fund.

PRIOR CITY COUNCIL ACTION:

On April 6, 2021, the City Council adopted Resolution 2021-016 authorizing purchases for essential public safety projects including the emergency fire pump replacement at Sunset Center.

ATTACHMENTS:

Attachment #1 - Resolution 2022-038

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

RESOLUTION NO. 2022-038

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
RATIFYING FINAL COSTS ASSOCIATED WITH THE SUNSET CENTER EMERGENCY FIRE
PUMP REPLACEMENT PROJECT**

WHEREAS, in February 2021, the fire booster pump at Sunset Center burned out resulting in closure of the building because the fire sprinklers were not operational; and

WHEREAS, it was promptly determined that the existing fire pump system could not be repaired or rebuilt – it had to be replaced; and

WHEREAS, at the April 6, 2021 meeting, the City Council adopted Resolution 2021-016 authorizing purchases for essential public safety projects, including the Emergency Fire Pump Replacement Project at Sunset Center; and

WHEREAS, the initial cost estimate for the Project at that time was \$105,483; however, not all costs could be determined, and the final actual cost would be subject to ratification by the City Council when known; and

WHEREAS, the pump was installed and put into operation in May 2021, just three months after its failure; however, numerous factors delayed completion of the Project punch list until now; and

WHEREAS, the final actual cost of the Project was \$121,165, and the additional expenses of \$15,682 were charged to the Capital Projects Fund.

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

Ratify the final actual cost of the Project at \$121,165 and authorize the additional expenditure of \$15,682 to be charged to the Capital Projects Fund.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-
THE-SEA this 2nd day of May, 2022, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Yashin Abbas
Interim City Clerk



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

May 2, 2022
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

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

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Resolution 2022-039 approving a list of street projects for Fiscal Year 2022/23 funded by SB 1: the Road Repair and Accountability Act of 2017

RECOMMENDATION:

Adopt Resolution 2022-039 approving a list of street projects for Fiscal Year 2022/23 funded by SB 1: the Road Repair and Accountability Act of 2017.

BACKGROUND/SUMMARY:

California charges excise and sales taxes on gasoline and diesel fuel for transportation-related purposes and allocates a percentage of the funding to cities and counties. This funding is known as the Highway Users Tax Account (HUTA), also referred to as the gas tax. Until 2017, the gas tax had not been updated in 23 years, and the State was confronted with a backlog of deferred infrastructure repairs for bridges, freeways, and roads.

In April 2017, the Governor signed Senate Bill 1 (SB 1), the Road Repair and Accountability Act, into law. This legislation addresses road maintenance, rehabilitation, and safety needs of both the State highway system and local streets by increasing the per gallon fuel excise taxes, raising diesel fuel sales taxes, and charging new vehicle fees. SB 1 is estimated to generate \$1.5 billion a year for California cities and counties for street maintenance efforts statewide. Since November 1, 2017, a portion of this new funding, called the Road Maintenance and Rehabilitation Account (RMRA), has been apportioned by formula to eligible cities and counties for local street purposes.

In order for the City to be eligible to receive RMRA funds, the City must:

- A) Adopt City budgets that include the proposed SB 1 street projects list.
- B) Incorporate the SB 1 project list, including project description, locations, schedule, and estimated useful life, in the Capital Improvement Plan (CIP), and submit the CIP to the California Transportation Commission annually by October 16.
- C) Sustain a certain amount of local funding for streets, known as the Maintenance of Effort.
- D) Report on the use of the funds annually.

Public Works has identified the proposed street projects based on the Street Saver Pavement Management System, last updated in the Summer of 2018. Staff is currently working with the Transportation Agency of Monterey County (TAMC) to participate in a cost-effective, regional effort to conduct a field assessment and update the database in late 2022/early 2023.

Used by numerous agencies throughout California, the Street Saver System scientifically optimizes public funds by targeting pavement rehabilitation strategies to roadway segments which are about to slip into rapid decline, rather than allocating dollars to an agency's most damaged pavement sections which will ultimately require more-costly, complete pavement section reconstructions. Public Works staff has slightly modified the Street Saver's recommended roadway segment list due to other planned projects and by grouping similar pavement rehabilitation treatments to further optimize cost-effectiveness. For Fiscal Year 2022/23, Public Works recommends that we dedicate one full funding cycle entirely on repairs of heavily-damaged concrete streets.

There are three (3) primary treatment options that will be evaluated during the design of the proposed projects, and concrete cores and geotechnical borings through the existing concrete streets will be performed to ensure the best treatment solution for each street segment. The three treatment options are:

- 1) Complete removal and replacement of the concrete slab street segment.
- 2) Half-depth removal of the concrete, crack treatment, and asphalt resurfacing of the top half of the street segment.
- 3) Crack and surface treatment of the existing concrete, with a tapered asphalt overlay on top.

During the design phase of these street repairs, other street elements are considered and incorporated into the project as appropriate. These elements may include bicycle lanes, drainage, signage, traffic calming, trees and landscaping, and aesthetic enhancements. A preliminary bicycle lane concept was developed for Ocean Avenue, heading west from Monte Verde Street, and is shown in Attachment #2. This concept, and other alternatives, will be evaluated during the project design phase and will be presented for City Council approval before any specific bikeway alternative is finalized.

The following table compares key factors to repair concrete streets with new concrete versus asphalt.

	Concrete Streets	Asphalt Surfacing
Construction Cost	Higher	Lower
Environmental Factors	Less Polluting	More GHG Emissions
Expected Useful Life	30 – 40 Years	15 - 30 Years
Maintenance	More Challenging, Costly	Relatively Simple
Noise	Tire Noise	Quiet
Utility Repairs	Harder to Access, Repair	Easier to Access, Repair

When the City Council adopts the FY 2022/23 Capital Improvement Plan and Operating Budget, the project description for "Streets and Road Projects" will include the following lists of streets planned to be partially funded with HUTA and RMRA account revenues:

"Remove and repair the following, damaged concrete street segments and intersections:

- 1. Ocean Avenue, from Monte Verde Street to San Antonio Avenue***
- 2. Intersection of Ocean and San Antonio Avenues***
- 3. Intersection of San Carlos Street and Fifth Avenue***
- 4. Intersection of San Carlos Street and Sixth Avenue***

5. *San Carlos Street - intermittent areas between Fifth and Sixth Avenues*
6. *Bulb-out and ADA ramp, east side of Junipero Street at Seventh Avenue (new, all-way stop intersection crosswalk)*

Based on concrete cores and geotechnical borings, design repairs as full depth concrete, partial depth concrete removal with asphalt infill, and/or asphalt overlay over treated concrete surface. Install ADA-compliant ramps at intersections and restore traffic striping and pavement markings as indicated on the plans.

Note: Currently, costs of roadway materials and construction labor are highly erratic due to the Covid-19 Pandemic, supply chain issues, and inflation. Therefore, it is unknown at this time which, and to what extent, the above list of streets can be repaired. However, focusing on much-needed concrete repairs will stretch the limited available funding in a cost-effective manner.

The useful life of the repaired road segments will depend on the pavement rehabilitation method selected for each street. According to the Federal Highway Administration, complete removal and replacement of a concrete street would have a useful life of 30 to 40 years. Half-depth concrete removal and asphalt resurfacing may have a useful life of 20 to 30 years, and an asphalt overlay over existing, crack-filled and treated concrete surfacing may have a useful life of 15 to 25 years.

The design of this project is anticipated to begin by fall 2022 with construction occurring in the fall of 2023, immediately following the busy summer season."

FISCAL IMPACT:

The City is estimated to receive a total of \$209,472 in FY 2022/23 from HUTA (\$117,769) and RMRA (\$91,703), which will be shown as revenue in the City's budget for FY 2022/23 and allocated to the street paving project within the Capital Projects Fund.

In order to receive RMRA funding, the City must annually expend from its General Fund for street purposes an amount not less than the annual average of its expenditures of the past three (3) fiscal years. This amount is known as Maintenance of Effort (MOE). Based on the most recent available information, the City's MOE is estimated to be \$578,965. This figure will be included in the City's Capital Improvement Plan for FY 2022/23.

PRIOR CITY COUNCIL ACTION:

In April 2018, Council adopted Resolution 2018-039 approving a list of streets to be repaved for inclusion in the FY 2018/19 Budget and Capital Improvement Plan. In March 2019, Council adopted Resolution 2019-019 approving a list of streets to be repaved for inclusion in the FY 2019/20 Budget and Capital Improvement Plan.

On April 7, 2020, Council adopted Resolution 2020-026, approving a list of streets to be repaved for inclusion in the FY 2020/21 Budget and Capital Improvement Plan. And on May 4, 2021, Council adopted Resolution 2021-018, approving a list of 15 streets to be repaved for inclusion in the FY 2021/22 Budget and Capital Improvement Plan.

ATTACHMENTS:

Attachment #1 - Resolution 2022-039 approving a list of concrete streets for FY 2022/23

Attachment #2 - Preliminary Bikeway Concept

**CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL
RESOLUTION NO. 2022-039**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
APPROVING A LIST OF CONCRETE STREETS TO BE REPAIRED FOR INCLUSION IN THE
FISCAL YEAR 2022/23 CAPITAL IMPROVEMENT PLAN AND BUDGET PARTIALLY FUNDED
BY SB1: THE ROAD REPAIR AND ACCOUNTABILITY ACT**

WHEREAS, Senate Bill 1 (SB1), the Road Repair and Accountability Act of 2017, was passed by the Legislature and signed into law by the Governor in April 2017 in order to address the significant, multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB1 includes accountability and transparency provisions that will ensure the residents of the City of Carmel-by-the-Sea are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City must include a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB1 by resolution, in the City budget, and which must include a description and location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvements; and

WHEREAS, the City will receive an estimated total of \$209,472 from SB1 in FY 2021/22, from the Highway Users Tax Account (HUTA) (\$117,769) and RMRA (\$91,703), and anticipates allocating \$570,000 of its General Fund (Measure C) and local revenues for street projects; and

WHEREAS, this is the fifth year in which the City is receiving SB1 funding which will enable the City to continue essential road maintenance and rehabilitation projects, safety improvements, and increase access and mobility options for the traveling public that would not have otherwise been possible without SB1; and

WHEREAS, the City has undergone a public process to ensure public input into our community's transportation priorities and project list; and

WHEREAS, the City has used a Pavement Management System to develop and update the SB1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

WHEREAS, funding from SB1 will help the City repair, replace, overlay, or reconstruct concrete road segments this year, as well as hundreds of similar projects into the future; and

WHEREAS, the 2016 California Statewide Local Streets and Roads Needs Assessment found that the City's roadways are in fair but at risk condition, that SB 1 revenues will increase the overall quality of our road network, and, over the next decade, help upgrade our streets into an overall satisfactory condition; and

WHEREAS, the SB1 project list and overall investment in our local street infrastructure with a focus on basic materials and practices, will have significant, positive benefits statewide.

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

1. The foregoing recitals are true and correct.

2. The following list of concrete street projects will be funded in part with Fiscal Year 2022/23 Road Maintenance and Rehabilitation Account revenues:

“Remove and repair the following, damaged concrete street segments and intersections:

- 1. Ocean Avenue, from Monte Verde Street to San Antonio Avenue***
- 2. Intersection of Ocean and San Antonio Avenues***
- 3. Intersection of San Carlos Street and Fifth Avenue***
- 4. Intersection of San Carlos Street and Sixth Avenue***
- 5. San Carlos Street - intermittent areas between Fifth and Sixth Avenues***
- 6. Bulb-out and ADA ramp, east side of Junipero Street at Seventh Avenue (new, all-way stop intersection crosswalk)***

Based on concrete cores and geotechnical borings, design repairs as full depth concrete, partial depth concrete removal with asphalt infill, and/or asphalt overlay over treated concrete surface. Install ADA-compliant ramps at intersections and restore traffic striping and pavement markings as indicated on the plans.

Note: Currently, costs of roadway materials and construction labor are highly erratic due to the Covid-19 Pandemic, supply chain issues, and inflation. Therefore, it is unknown at this time which, and to what extent, the above list of streets can be repaired. However, focusing on much-needed concrete repairs will stretch the limited available funding in a cost-effective manner.

The useful life of the repaired road segments will depend on the pavement rehabilitation method selected for each street. According to the Federal Highway Administration, complete removal and replacement of a concrete street would have a useful life of 30 to 40 years. Half-depth concrete removal and asphalt resurfacing may have a useful life of 20 to 30 years, and an asphalt overlay over existing, crack-filled and treated concrete surfacing may have a useful life of 15 to 25 years.

The design of this project is anticipated to begin by fall 2022 with construction occurring in the fall of 2023, immediately following the busy summer season.”

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 2nd day of May, 2022, by the following vote:

AYES:

NOES:

ABSENT:

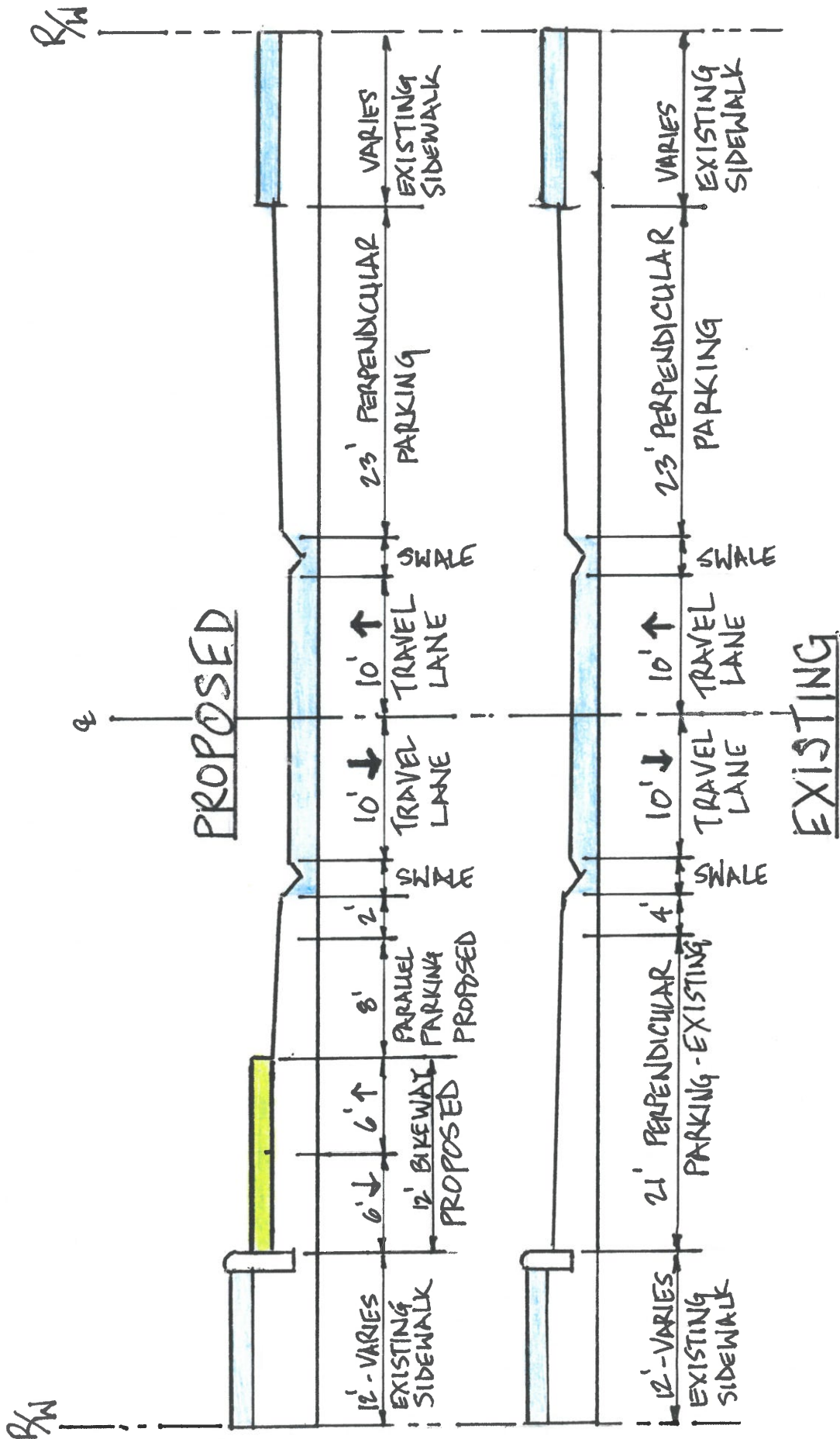
ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Yashin Abbas
Interim City Clerk



OCEAN AVENUE X-SECTIONS

[LOOKING EASTWARD AT MONTE VERDE]



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

May 2, 2022
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Sara Davis, City Forester

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Resolution 2022-040 approving the Acceptance of Grant Funds from the California Department of Forestry and Fire Protection for the Carmel-by-the-Sea Urban and Community Forestry Management and Priority Planting Plan

RECOMMENDATION:

Adopt Resolution 2022-040 approving the acceptance of grant funds from the California Department of Forestry and Fire Protection for the Carmel-by-the-Sea Urban and Community Forestry Management and Priority Planting Plan.

BACKGROUND/SUMMARY:

The California Global Warming Solutions Act of 2006 (AB 32) provides funding for environmental services and cost-effective solutions to the needs of urban communities and local agencies. The State of California has authorized \$29.9 million for urban forestry grants through the California Department of Forestry and Fire Protection (CalFire) Grant Program to achieve the goals of the Act. The CalFire Program funds projects that reduce greenhouse gas emissions and provide additional environmental benefits such as increased water supply, clean air and water, reduced energy use, flood and storm water management, recreation, urban revitalization, and improved public health.

In December 2021, the City submitted an application to CalFire requesting \$150,000 to support the creation of an Urban Forest Master Plan (UFMP), a public tree inventory, inventory management software, land cover assessment, priority planting plan, and tree planting and establishment. The UFMP planning process will:

- Provide a complete tree inventory of city trees with i-tree analysis
- Involve the community in the development of the plan
- Include analysis of a future urban forest in light of a changing climate and aggressive pathogens and pests
- Identify tree maintenance priorities, cycles, and funding
- Include a priority planting plan
- Provide guidance for planting 108 new trees

The City was recently notified that our project will be funded (see Award Letter in Attachment #2). In order to disburse any grant funds, the City Council must adopt a Resolution (Attachment #1) authorizing acceptance of the grant.

FISCAL IMPACT:

This \$150,000 CalFire grant will be added to the Capital Improvement Program's Forest Management Plan project budget. As per the proposed Capital Improvement Program report for May 3, 2022, these grant funds, plus the \$20,000 included in the FY 2021/22 Forestry Operating Budget for this project, will be carried-over into the FY 2022/23 Capital Improvement Program Budget.

CalFire requires the City to provide at least a 25% match to the funds awarded. As detailed in the Project Budget shown in Attachment #3, the City proposed a match of \$61,600 as follows:

- \$20,000 in the Capital Improvement Program toward creating the UFMP
- 255 hours of staff time
- Outreach materials to engage the community in the creation of the UFMP
- Monies from the Reforestation Fund for tree purchasing, pending Council approval
- Forestry contracted services for new tree establishment

PRIOR CITY COUNCIL ACTION:

In November 2021, City Council adopted Resolution 2021-069 approving filing an application to CalFire for the Carmel-by-the-Sea Urban and Community Forestry Management and Priority Planting Plan.

ATTACHMENTS:

Attachment 1 Resolution 2022-040

Attachment 2 Project Budget

Attachment 3 Award Letter

RESOLUTION

Attachment 1

NOTE: DO NOT CHANGE THE FORMAT OR VERBIAGE IN THIS RESOLUTION FORMAT WITHOUT WRITTEN APPROVAL OF CAL FIRE STAFF.

Resolution No.: 2022-040

RESOLUTION OF THE CITY COUNCIL OF, THE CITY OF CARMEL-BY-THE-SEA

FOR FUNDING FROM THE URBAN AND COMMUNITY FORESTRY GRANT PROGRAM OF THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION.

WHEREAS, the Governor of the State of California in cooperation with the State Legislature has appropriated General Funds for the state's urban forestry programs; and

WHEREAS, the State Department of Forestry and Fire Protection has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies and non-profit organizations under the program, and

WHEREAS, said procedures established by the Department of Forestry and Fire Protection require the applicant to certify by resolution the approval of application before submission of said application to the State; and

WHEREAS, the applicant will enter an agreement with the State of California to carry out an urban forestry project;

NOW, THEREFORE, BE IT RESOLVED that the City Council:

1. Approved the filing of an application for the Urban and Community Forestry grant program funds; and
2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project; and,
3. Certifies that funds under the jurisdiction of City Council are available to begin the project.
4. Certifies that said applicant will expend grant funds prior to March 30, 2025.
5. Appoints the City Forester, or a designee, as agent of the City of Carmel-by-the-Sea to conduct negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the afore mentioned project.

Approved and adopted the second day of May, 2022.

I, the undersigned, hereby certify that the foregoing Resolution, number 2022-040, was duly adopted by the following roll call vote of the City Council of Carmel-by-the-Sea.

Ayes: _____ Noes: _____ Absent: _____ (Clerk signature)

Greenhouse Gas Reduction Fund - Urban and Community Forestry Program
Budget Proposal

GRANTEE NAME

		CAL FIRE Grant			
Budget Item	Description	Cost Basis	Share	Grantee Match	Total
A. Salaries and Wages			-	15,300.00	15,300.00
	Project Lead	255 hours x \$60/hour	-	15300	15,300.00
					-
					-
					-
B. Employee Benefits			-	4,654.00	4,654.00
	Project Lead	255 hours x \$18.25/hour		4654	4,654.00
					-
					-
					-
C. Contractual			132,500.57	27,266.00	159,766.57
	Management plan background and operations review	265 hours of labor and per diem, and transportation	28,644.45		
	i-Tree Eco	Analysis and meeting facilitation. 64 hours of labor.	6,752.94		
	Land cover assessment	Analysis and mapping. 92 hours of labor.	24,377.65		
	Urban forest management plan	Plan creation including layout and design. 321 hours of labor	25,925.39		
	Software	5 years of TreeKeeper subscription \$2,000/year	10,000.00		
	Inventory	Digital inventory of 6,000 at \$6.13/tree	36,800.14		
	Watering	Establishment watering for 3 years at \$10,000/year		27266	
D. Travel			1,428.00	-	1,428.00
	Management plan background and operations review	4 flights at \$357 each	1,428.00		
					-
					-
E. Supplies			-	11,880.00	11,880.00
	Trees	108 #15 trees @ \$80/tree		8,640.00	8,640.00
	Ties and stakes	216 of each at \$15 each		3,240.00	3,240.00
F. Equipment			-	2,500.00	2,500.00
					-
					-
G. Outreach/Education			-		2,500.00
	Engagement Materials	500 materials @ \$5.00 ea.		2500	2,500.00
	Advertisements	Pine Cone ads - estimated		1,500	
H. Other			-	-	-
					-
					-
TOTAL DIRECT COSTS			133,928.57	61,600.00	195,528.57
INDIRECT COSTS		12%	16,071.43		16,071.43
TOTAL PROJECT COSTS			150,000.00	61,600.00	211,600.00
LESS Program Income					
TOTAL GRANT PROPOSED COSTS			150,000.00	61,600.00	211,600.00
			71%	29%	100%

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

P.O. Box 944246
SACRAMENTO, CA 94244-2460
(916) 653-9418
Website: www.fire.ca.gov



February 3, 2022

Sara Davis
City of Carmel-by-the-Sea
PO Box CC
Carmel-by-the-Sea, California 93921

RE: Project Application for the CAL FIRE Urban and Community Forestry California Climate Investments (CCI) Grant Program

We are pleased to inform you that your project **Carmel-by-the-Sea Urban Forest Management and Priority Planting Plan (21-UF-MGMT-023)** has been selected for funding for the 2021/2022 fiscal year.

Within the next month, you will receive a grant agreement from CAL FIRE via email. If applicable, CAL FIRE may also request documents in addition to the agreement. You are responsible for returning the signed agreement as instructed in the correspondence. If the signed agreements are not received by the date indicated, funding for your project may be allocated to another worthy project.

The grant period begins on the last date of signature after CAL FIRE and the grantee have both signed the completed grant agreement. CAL FIRE will notify grantees when work may begin and provide instruction for grant administration. Note that work includes any activity used for matching. A listing of project applications selected for award will be posted at: <https://www.fire.ca.gov/grants/urban-and-community-forestry-grant-programs/>.

Your project application and its attachments, the latest version of the Urban and Community Forestry Grant Program Procedural Guidelines, and other attachments will be included in the grant agreement by reference. Grantees will be held responsible for their contents. Additionally, the California Air Resources Board Job Co-Benefit Modeling Tool and User Guide (Released January 31, 2020) is now available at: <https://ww2.arb.ca.gov/resources/documents/ccl-methodologies>. These 2021-2022 projects will be required to use the Modeling Tool to prospectively estimate the number of jobs supported by CCI projects.

If you have questions about the grant agreement, or about the process involved in being offered grant funding, please contact me at (916)214-5420 or walter.passmore@fire.ca.gov.

Sincerely,

Walter Passmore
State Urban Forester