



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

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

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

CITY COUNCIL SPECIAL MEETING Wednesday, April 5, 2023 4:00 PM

THIS MEETING WILL BE HELD IN PERSON IN THE COUNCIL CHAMBERS AND VIA TELECONFERENCE. This meeting will be held via teleconference and in-person in the City Council Chambers at City Hall located on Monte Verde Street between Ocean and Seventh Avenues. To participate via teleconference click the following link to attend via Zoom (or copy and paste link in your browser):

**<https://ci-carmel-ca-us.zoom.us/j/88184974718> Meeting ID: 881 8497 4718 Passcode:
166831 Dial in: (253) 215-8782**

The COVID-19 Community Level for Monterey County as of the date of this agenda posting on 3/29/2023 is LOW. Per Urgency Ordinance 2022-006, wearing a face mask to attend a meeting of a legislative body inside a City facility is optional when the community level is low. Seating will be limited and available on a first come first served basis.

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.

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.

ORDERS OF BUSINESS

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

1. Receive a presentation on the proposed Fiscal Year 2023/24 Capital Improvement Program and Five-Year Capital Improvement Plan, and provide direction to staff

ADJOURNMENT

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

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

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

SPECIAL NOTICES TO PUBLIC

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



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

April 5, 2023
ORDERS OF BUSINESS

TO: Honorable Mayor and City Council Members

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

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Receive a presentation on the proposed Fiscal Year 2023/24 Capital Improvement Program and Five-Year Capital Improvement Plan, and provide direction to staff

RECOMMENDATION:

Receive a report regarding:

- Capital projects completed, or are scheduled to be completed, in FY 2022/23
- Projects to be cancelled or deferred
- Capital projects funded in FY 2021/22 and/or FY 2022/23 that are recommended to be carried over, with remaining funds, into FY 2023/24
- Potential FY 2023/24 projects with external funding, donations, and by volunteers
- Potential new capital improvement projects for FY 2023/24
- Introduction of the 5-year Capital Improvement Plan update
- Discussion on carry-over funding, capacity, and “Catching Up” on previously-funded projects

Provide guidance regarding funding priorities for Capital Improvement Projects.

BACKGROUND/SUMMARY:

Capital Project Fiscal Summary

For Fiscal Year 2022/23, the City Council approved \$5,029,000 for 25 CIP projects that were recommended. During last year’s presentation, 12 “carry-over” projects from FY 2021/22 were briefly presented and agreed upon by City Council; however, the budget appropriations were inadvertently not included in the FY 23/24 Budget. This discussion includes the following:

- \$3.067M for 8 carry -over projects from FY 2021/22
- \$3.609M for 17 carry-over projects from FY 2022/23

The five-year financial projection reflects \$6.7M for capital improvement projects for both fiscal year carry-over projects. All new capital improvement projects for FY 2023/24 will be incorporated into the financial

forecast after the preliminary discussion.

Capital Project Definition

While reviewing capital projects, it is helpful to have a common understanding of what constitutes a “Capital Project.” The Government Accounting Standard Board uses the term “capital assets” to include “land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, historical treasures, infrastructure, and other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.”

For the City of Carmel-by-the-Sea, staff recommends that we continue to define a Capital Project, or a Capital Outlay, as an asset with any single component or piece of equipment that **costs more than \$10,000** and has an expected **useful life exceeding ten (10) years**.

Note: Some of the projects listed below, such as reports and plans, may not fall under the true definition of a capital project. However, some of these reports may include recommendations for future capital projects. One example would be the Coastal Engineering Study which will identify physical improvements to be made along the shoreline over future years.

Other projects would not result in future capital improvements and are considered one-time special projects designed to meet regulatory requirements, address public safety needs, provide essential, specialized maintenance services, and/or enhance operational effectiveness. Staff seeks Council direction regarding these projects so that funding may be allocated within the operating budget of the respective department.

Strategy

A preliminary 5-year Capital Improvement Plan (CIP) is included in Attachment 1. This 5-year CIP provides information on the needs for necessary infrastructure for the upcoming fiscal year, as well as a forecast for the subsequent four years. Many of these needs have been identified through assessments and plans for City assets, including:

- ADA Transition Plan (2018)
- Carmel Facilities Assessment (2013) & Facility Condition Assessments (2023)
- City Council Strategic Priorities list
- Climate Action and Climate Adaptation Plans (2022)
- Mission Trail Nature Preserve (MTNP) Master Plan (2016)
- MTNP Stream Stability Study (2019)
- North Dunes Habitat Restoration/Del Mar Master Plan (2009)
- Storm Drain Master Plan (2020) and Master Plan Update (2023)
- Street Saver Pavement Management Plan Update (2022)

Other sources of projects include:

- City Departments
- Library Master Plan (in progress, 2023)
- Outside Entities
- Vehicle Replacement Schedule

This CIP provides a framework for the Council to allocate funding for the most critical projects over time.

1. Projects Completed in Fiscal Year 2022/23

Fourteen (14) capital improvement projects were completed in Fiscal Year 2022/23, or are anticipated to be substantially completed by June 30, 2023:

- **ADA Upgrades, Year 5 (FY 2022/23, \$15,000):** As identified in the City's 2018 Americans with Disabilities Act Transition Plan, the drinking fountain at the Park Branch Library was replaced, the emergency phone at Forest Hill Park was relocated, the disabled access notification system at the Harrison Memorial Library was rebuilt, and currently, railings are being fabricated for the Piccadilly Park restroom and in front of the Harrison Memorial Library. All of these upgrades meet ADA standards.
- **Electric Vehicles for Community Planning and Building (FY 2022/23, \$30,000):** Two electric vehicles were purchased for the Community Planning and Building Department for \$50,000. The CIP allocated \$30,000 from the Vehicle and Equipment Fund, and the balance was appropriated with the February 2023 Mid-Year Budget.
- **Facilities Component Inspections (FY 2022/23, \$85,000):** At the December 2022 meeting, Council awarded a \$56,518 Professional Services Agreement with Bureau Veritas North America to provide facility condition assessment reports for four buildings: City Hall, Fire Station, Public Works, and Vista Lobos. Final reports are anticipated to be complete by the end of the Fiscal Year. Some of the more urgent recommendations for repairs will be included as Facility Renovation Projects over subsequent CIP cycles.
- **Fire Engine:** In October 2022, Council appropriated \$880,000 and added the fire engine into the FY 2022/23 CIP. The Pierce Manufacturer Enforcer diesel fire engine has been ordered with delivery anticipated in approximately two years.
- **Library Master Plan (FY 2021/22, \$50,000):** This project complements the Library's Strategic Plan objective to develop facility plans for the Harrison Memorial and Park Branch library buildings. In January 2023, Council awarded a \$55,000 Professional Services Agreement to Jayson Architecture to prepare the Master Plan. The Plan is anticipated to be substantially complete by the end of the Fiscal Year. Implementation of the Plan by designing the first set of improvements is proposed to begin in FY 2023/24.
- **Mission Trail Nature Preserve Drainage Improvements–Design (FY 2021/22, \$90,000):** Engineering and environmental work has been completed for the first three (3) of eight (8) stream restoration and drainage improvement projects, located near the Rio Road entrance of the Preserve, which were recommended in the 2019 MTNP Stream Stability Study. There are still two regulatory permits to be obtained before we can advertise this project for construction bids, and they are anticipated to be issued before the end of the Fiscal Year. This Project was split into two phases - Design, which is now complete, and the construction phase in which remaining funds need to be carried forward into Fiscal Year 2023/24 as listed below.
- **North Dunes Habitat Restoration Project, Year 7 (FY 2022/23, \$10,000):** This project continues the highly successful, multi-year effort to restore the native habitat of the North Dunes. Funding was utilized to continue restoration activities including weed removal and native planting, post and cable fencing installation, and biological monitoring and reporting. The project received a 5-year Coastal Development Permit extension in August 2021 to continue restoration activities.
- **Police Radios Lease, Year 2, (FY 2022/23, \$30,000):** Twenty-two (22) radios were purchased in 2021 for \$30,000 per year payments for six years, with funding from the Vehicle and Equipment Fund.

- **Public Access Property Records, Phase II (FY 2022/23, \$67,000):** The Community Planning and Building Department retained a consultant to digitize the City's vast property files, link those records to the City's online GIS portal, and incorporate additional data layers into the GIS. This two-phased, \$135,000 project is now substantially complete.
- **Scenic Pathway Renovation Barrier Rails (FY 2021/22, \$50,000):** This project was carried over into the current fiscal year. Carmel Cares prepared an improvement plan to repair the most heavily-damaged areas of the barrier rail, as well as several areas of missing rail. The plans were approved by staff, and Carmel Cares obtained quotes for lumber and materials to be purchased by the City. Award of the materials will be submitted to Council within the next two months. Carmel Cares will hire a contractor and pay for the costs for installation, under guidance of the Public Works and Community Planning and Building Departments.
- **Storm Water Ordinance:** While previously discussed as a capital project, and as one of Council's strategic priorities, this project was not incorporated into the CIP because it was funded by the Public Works operating budget. An environmental consultant, the City Attorney's office, and Public Works staff significantly updated the City's ordinances Chapters 17.42 and 17.43 to remain in compliance with state storm water mandates. The California Water Quality Control Board provided minor comments; however, we are still awaiting final comments from the Coastal Commission. It is anticipated that comments will be received and the Ordinances will be adopted by Council by the end of the Fiscal Year.
- **Street Sweeper (FY 2022/23, \$550,000):** In July 2022, Council awarded a \$563,814 purchase of a RAVO SE 5 electric street sweeper, offset by a \$250,000 Central Coast Community Energy grant. This was funded by the Vehicle and Equipment Fund. The sweeper is currently being manufactured overseas and is scheduled to be delivered by the end of the fiscal year.
- **Sunset Center HVAC Building Control Unit Replacement (FY 2021/22, \$50,000):** At the April 2022 City Council meeting, this project was added into the FY 2021/22 CIP. Due to unforeseen delays in obtaining parts, the project was not completed until late 2022.
- **Uninterrupted Power Supply System (FY 2022/23, \$20,000):** UPS systems were purchased and related electrical work is currently in progress. This IT project will be completed by the end of the Fiscal Year.

2. Prior Projects Recommended to be Cancelled or Deferred

Three (3) projects should be cancelled or deferred as discussed below.

- **Ocean Avenue Medians Split Rail Fence:** The Carmel Residents Association planned to donate \$55,000 for installation of a split rail fence along all five Ocean Avenue raised median islands, possibly installed in a zig-zag pattern, along the center of each median island. The Forest and Beach Commission was receptive to a small, pilot test area in one of the median islands, but after all five median islands are complete with landscaping renovations. The CRA has since withdrawn its application for the project.
- **Vista Lobos Interior Remodel (FY 2022.23, \$25,000):** This project was intended to launch design work to provide additional modular offices for City staff in the Vista Lobos conference room. Since last year, the Community Planning and Building and Public Works (front) offices have been renovated, and there is now a reduced need for additional staff space at this time. Further, Vista Lobos is also

being considered as possible "Swing Space" for the Police Department during renovation of the existing building. This project should be deferred until Council pursues specific direction on the Police Building project.

- **Wayfinding Signs (FY 2021/22, \$18,500):** As approved at the March 2021 Council meeting, TAMC would reimburse the City up to \$18,500 for 15 wooden signs. Our initial understanding of the project was to install signs that provide directions for bicyclists, pedestrians, and visitors to various Carmel area points of interest, including Sunset Center, Devendorf Park, beach access, etc. Staff developed a layout plan for these signs; however, TAMC denied our layout and provided an entirely different configuration of signs, clustering all the signs near the Pebble Beach gate on San Antonio and Second Avenue, and in the vicinity of Carmel Mission. These clustered locations are not supported by staff. Furthermore, the cost of the signs, if made of wood as intended, will exceed the available funds. Staff recommends canceling the project and the reimbursement agreement with TAMC.

3. Projects Funded in Fiscal Year 2021/2022 and/or 2022/23 that are recommended to be carried over to FY 2023/24

The following 25 capital improvement projects, funded in Fiscal Year 2021/22 and/or 2022/23 but not completed, should be carried over into FY 2023/24:

- **Ambulance (FY 2021/22, \$200,000 + \$50,000 donation) and Ambulance Equipment and AED (FY 2022/23, \$75,000):** These two projects are combined. A contract to build the new ambulance with equipment for \$410,000 will be submitted for Council approval at an upcoming meeting. There is a long lead time for delivery of approximately three years. The total combined funding of \$275,000 from the Vehicle and Equipment Fund, and a \$50,000 donation, will need to be carried forward until the invoice is due. Staff recommends carrying the funding over each fiscal year until needed for payment, and placing the estimated \$85,000 balance for the ambulance into the CIP for Fiscal Year 2025/2026.
- **Beautification Project (FY 2022/23, \$25,000).** Costs for the purchase of new trees, plants, and other aesthetic enhancements over most of the current Fiscal Year were funded by the Forestry Operating budget. Of note, the City purchased 60 new trees late last calendar year, and 40 have been planted to date. We do anticipate planting the remaining 20 trees within the next several months and purchasing landscaping and supplies from this CIP project account. Any remaining funds should be carried forward into Fiscal Year 2023/2024 and merged with additional funding for the proposed Beautification Project next year.
- **City Hall Retaining Wall Repair (FY 2022/23, \$100,000):** The redwood retaining wall in the south parking lot of City Hall failed due to the lateral loads from the historic City Hall building over to the under-designed wall. With project management services provided by Ausonio, Inc., structural and geotechnical engineers were retained to design a permanent fix. The fix includes removal of the redwood planter area, constructing a large, concrete wall and footing below the existing building footing, particularly below the office of the Planning and Building Director, and replacing the planter. Award of the construction contract is scheduled for the April 4th Council meeting, contingent upon a transfer of \$113,600 from the General Fund End Balance. Remaining funds need to be carried over into Fiscal Year 2023/24 to complete construction.
- **Coastal Engineering Study (FY 2022/23, \$150,000) and the Beach Sand Survey Project (FY 2021/22, \$25,000):** These projects have been combined. This Study was identified in the Climate Adaptation Plan as a critical document for sea level rise resilience planning to ensure the City has the tools necessary to make decisions related to the long-term maintenance of coastal resources and infrastructure. At the November 2022 meeting, Council awarded a \$175,000 Professional Services

Agreement to EMC Planning Group, who teamed up with Integral Corporation and Haro Kashunich & Associates, to complete the four key tasks for Phase I of this Project. The results of Task 1, the Coastal Engineering Condition Evaluation, was presented to the Forest and Beach Commission on March 9th and is planned to be presented to the Climate Committee at an upcoming meeting. Remaining funds should be carried over into FY 2023/24 to finish Phase I. Phase II is listed as a potential project for Fiscal Year 2023/24.

- **Drainage System Repair Design (FY 2021/22, \$100,000), and Drainage System Repair Design Phase II (FY 2022/23, \$500,000):** should now be considered one combined project. The City-wide Drainage Master Plan identified numerous spot repairs needed for our existing underground storm drain pipes, as well as significant "bottlenecks" in the drainage system. In October 2022, Council awarded a \$50,000 Professional Services Agreement to Schaaf & Wheeler Consulting Engineers to update their 2020 Drainage Master Plan to reflect recommendations from the Climate Committee to evaluate 20-year storm event impacts to the drainage system, versus 10-year storm events as previously evaluated, and as much of the drainage infrastructure of the City was built. The Updated Master Plan is complete, and highlights will be presented to Council at an upcoming meeting. On a parallel track, Neill Engineers was issued a \$24,999 Professional Services Agreement to design eight to ten specific drainage repairs and bottleneck elimination projects. The design of those improvements is in progress. Remaining funds should be carried forward into Fiscal Year 2023/24 to complete the design. At least \$4M will be needed to fix the most critical repairs and bottlenecks, and allocations for specific repairs will be recommended in future year CIP plans.
- **Electrical Panel Upgrades for City Hall, Public Works, Sunset Center, and Vista Lobos (FY 2022/23, \$75,000):** Electrical panel upgrades are necessary for these facilities to carry new electric vehicle charging stations, and to provide additional capacity for electric loads since these panels are near or potentially over capacity. Based on the Police Building Project, it is recommended that the Public Works facility of these four panels be incorporated into the Police Building, and that the Fire Station, which is also near capacity be substituted in its place. Note that the electrical switches in the Public Works Garage have been replaced with weatherproof panels. Also, in February 2023, \$35,000 was added to the Public Works Operating Budget for Mid-Year Budget augmentation to support the active electrical work at the Vista Lobos parking lot. A contract was executed with PG&E to install the \$200,000 transformer for 5 new charging stations at Vista Lobos at no cost to the City. Staff is currently negotiating a new Professional Services Agreement with an electrical/mechanical engineering consultant to provide design services for both the 4 Electrical Panel Upgrades and the Vista Lobos EV Charging Station projects.
- **Facility Renovation Projects (all FY 2022/23, combined \$715,000):** The following six (6) facility renovations have been bundled into one design and construction project for cost-effectiveness and efficiency. These projects are being managed by contract project managers with Ausonio, Inc. In February 2023, Council approved a \$78,900 Amendment to the Professional Services Agreement with Ten Over Studio, for architectural and engineering design services for these projects. Preliminary design work is nearly complete, and final design and commencement of construction bidding is likely by the end of this Fiscal Year; however, remaining funds for these projects should be carried forward for construction into Fiscal Year 2023/24.
 - **City Hall Roof Replacement: \$100,000.**
 - **Harrison Memorial Library Backup Generator: \$60,000.**
 - **Harrison Memorial Library Carpet Replacement: \$100,000.** This will be bid as an alternative and/or deferred if recommended in the Library Master Plan.
 - **Harrison Memorial Library Renovations Exterior and Interior Painting: \$200,000**
 - **Sunset Center Cottage Window Repairs: \$105,000**
 - **Sunset Center Hazardous Materials Abatement and Exterior Painting: \$150,000**

- FY 2022/23 Concrete Street Repairs (FY 2022/23, \$1,005,000):** At the January 2012 meeting, Council awarded a \$189,667 Professional Services Agreement to BKF Engineers for design of this project. The project includes repairs and resurfacing of concrete intersections at Ocean/San Antonio, San Carlos/Fifth, San Carlos/Sixth, and along Ocean Avenue, between Monte Verde and San Antonio, and along San Carlos between Fifth and Sixth. An ADA ramp and bulb outs will also be included at the Junipero/Seventh intersection. The total project budget includes \$441,300 in external funds (i.e. Measure X, SB-1) plus the Maintenance of Effort requirement of \$563,700. The project is currently in preliminary design, and final design is anticipated to be substantially completed this summer. The remaining balance should be carried forward into the Fiscal Year 2023/24 CIP for construction.
- FY 2019/20 Citywide Annual Paving Project (refunded in FY 2021/22 budget) and carried forward:** This Project, which includes the bike route and recently-deleted median islands along San Carlos Street, was presented to the City Council at the March 7th meeting. This project is bundled with another prior carryover project called **Mission Street Sidewalk Repairs (FY 2021/22)**. The City was allocated \$15,311 from RSTP funding via TAMC to repair a significantly uneven brick sidewalk on the west side of Mission Street, between Fifth and Sixth Avenues.
- MTNP Stream Stability Projects-Construction (FY 2022/23, \$142,000):** This project, which consists of the first three (3) of eight (8) stream restoration and erosion control measures recommended by the Mission Trail Nature Preserve Stream Stability Study, is largely funded by a California State Parks Per Capita Grant in the amount of \$187,000. The design and environmental permits for the project were listed in the completed projects above. Construction must be substantially completed by December 2023. Remaining funding should be carried over in Fiscal Year 2023/24.
- Police Building Renovation Project (FY 2021/22, \$2.0M) and Police Renovation Additional Scope (FY 2022/23, \$1.3M):** These projects should now be considered one combined project. At the February 2023 meeting, the Ad Hoc Committee recommended, and Council approved, issuing a Request for Proposal to architects with expertise in police building design, to perform a detailed evaluation of the building, including elements shared with the Public Works Department. In brief, the evaluation will consider building code deficiencies, needed safety repairs, police operational deficiencies and best practices, and the useful life of the facility with such investments. The architect will also consider swing space during construction, develop a rough cost for complete reconstruction within the current building footprint, and a cost for an entirely new building. The RFP was issued, four proposals were received, and negotiations are underway with the highest-ranked firm. A Professional Services Agreement with the selected architect will be presented to Council for award at an upcoming meeting. The project is being managed by a 4 Leaf project manager.
- Resilience Infrastructure Planning and Design (FY 2022/23, \$85,000):** As recommended in the Climate Adaptation Plan, this project involves developing plans for sustainable backup power to provide continued operations of critical facilities. Preliminary review to date suggests focusing the project on the Police, Public Works, Vista Lobos, and Youth Center in the event of an extended power outage. The project is currently on hold pending the outcome of the Police Building Evaluation (discussed above).
- Urban Forest Master Plan (FY 2021/22, \$170,000):** The Urban Forest Master Plan (UFMP) is one of Council's high priority strategic initiatives. During FY 2021/22, the City was awarded a Cal Fire reimbursement grant of \$150,000 for the UFMP. At the August 2022 meeting, Council awarded a \$150,000 Professional Services Agreement with Davey Resources Group to prepare the Plan. Contractual issues, which delayed the start of the project for several months, have all been resolved.

This is an 18-month duration project with the tree inventory and technical studies in progress. An Amendment to the Agreement with Davey is currently being negotiated for additional services that are prudent, and will be forthcoming to Council for approval utilizing the forestry operating budget funds. The remaining CIP funds will need to be carried forward into Fiscal Year 2023/24 to complete the project.

- **Water Well and Tank Removal in MTNP (FY 2021/22, \$150,000):** Regulatory decommissioning of the water well, and physical removal of the elevated tank, stone pump house, and abandoned power pole are needed. Under contract to the City, a Wallace Group project manager completed the design of the project and environmental approvals, including the Coastal Development Permit, have been obtained. The Project is anticipated to be advertised for construction bids by the end of the Fiscal Year; however, remaining funds should be carried forward into Fiscal Year 2023/24 for construction.
- **Wildfire Risk Assessment Plan:** This project is one of Council's high priority strategic initiatives. The current FY 2022/23 operating budget for the Fire Department included \$20,000 for a Wildfire Risk Assessment Plan. The Plan is being implemented in conjunction with the cities of Monterey and Pacific Grove. The remaining balance of these funds will be submitted to be reallocated into the Fiscal Year 2023/24 operating budget to complete the Plan.

4. Recommended FY 2023/24 Projects with External Funding, Donations, and by Volunteers

The following projects and initiatives do not appear to require any City funding at this time; however, like all City projects, project management oversight would be needed.

- **Carmel Cares Projects (Not CIP Projects):** Facilitated and supported by Public Works, Carmel Cares has a number of ongoing community engagement programs and potential new projects under consideration for FY 2023/24. These projects are included in this CIP discussion for information only. Potential projects include:
 - Forest Theater, Picnic tables and ADA
 - Ocean Avenue Median Islands Landscaping with modified design
- **North Dunes Habitat Restoration Interpretive Signage and Split Rail Fencing (FY 2022/23, \$25,000 donation):** Several organizations, including the North Dunes volleyball players, Rotary Club, and Carmel Cares, have expressed interest in donating funds and/or volunteer support to design and install interpretive signage and/or install split rail fencing along the Ocean Avenue and San Antonio frontages of the North Dunes site. These projects are in line with the recreation goals of the North Dunes Restoration Plan. While no plans were solidified yet in FY 2022/23, this project should be carried over into Fiscal Year 2023/24.
- **Scout House Renovation (Not a CIP Project):** This project is one of Council's strategic initiatives. At the April meeting, Council will be requested to adopt findings pertaining to the Surplus Lands Act and authorize the release of a Request for Proposal for interested parties to renovate the Scout House, at an estimate cost of \$400,000 to \$500,000. Once renovated, the selected Proposer would then provide activities programming and facility management and maintenance. No City funds are proposed, and the selected Contractor will be required to pay fair market rent for use of the facility. This project is included in this CIP discussion for information only.

5. Potential Capital Improvement Projects for FY 2023/24

Numerous projects were incorporated into the CIPs for FY 2021/22 and FY 2022/23 as funding became

available as the COVID-19 Pandemic starting phasing out. While 17 projects were completed during Fiscal Year 2021/22, and an estimated 14 projects will be completed by the end of Fiscal Year 2022/23, there are still 25 active projects, or portions of projects, that should be carried over into Fiscal Year 2023/24. On a typical year, 25 capital projects alone would be considered a full slate of improvement projects and capital investment.

With this in mind, staff suggests that Fiscal Year 2023/24 be considered a year to “Catch Up” on the backlog, and update the carry-over funding from FY 2021/22 that was inadvertently not carried over last year.

That said, many new projects are still needed and worthwhile. The following is a list of the most pressing or urgent projects identified by staff. Many larger-scale or costly projects, such as additional drainage repairs, repaving parking lots, Police records management, or purchase of a dump truck, are suggested to be deferred. Therefore, the list below certainly does not identify all of the potential projects!

However, the fiscal impact to the FY 2023/24 Budget for Capital Improvement Projects cannot yet be assessed until specific capital projects are tentatively selected by Council. In other words, screening the projects at the April 5th Workshop and fine-tuning the list will allow us to focus on the highest priority projects and associated cost estimates for incorporation into the final CIP and Budget for FY 2023/24.

No.	Project Description	Estimated Cost	External Funds	Comments
1	ADA Upgrades, Year 6	\$20,000		\$15k prior years
2	Annual Paving Project (Overlay 5 Street Segments, Slurry Seal 20 Segments, and Sidewalk Repairs at 7 locations)	657,329	\$438,570	Maintenance of Effort
3	Beautification Project	25,000		Suggest to include in Forestry Operating Budget
4	CIP Contingency Fund	500,000		Cover high bids for multiple projects
5	Coastal Engineering Study, Phase II	100,000	tbd	Possible grant
6	IT Servers	50,000		
7	Library Master Plan – Project #1 Design	100,000		1 st Project based on Master Plan
8	MTNP – Invasive Removals	15,000		Suggest to include in Forestry Operating Budget
9	North Dunes Habitat	15,000		Suggest to include in Forestry Operating Budget
10	Police Radios	30,000		Year 3 of 6
11	Shoreline Infrastructure Repairs - Design	250,000		Sea Walls, Beach Stairs, Revetments per Coastal Engineering Study
12	Sunset Center – 7 Bollards	20,000		
13	Sunset Center –	45,000		

	Carpenter Hall Heater			
14	Sunset Center – North Lot Electrical Panel	100,000		
15	Sunset Center – Portico Design	40,000		
16	Sunset Center – Retaining Wall Repairs - Design	40,000		
17	Vehicles: 2 Forestry (2000, 2002), 1 PD Admin (2006)	175,000	tbd	Electric Vehicles: 3CE grants
	Total	\$2,182,329	\$438,570	

The forecasted available capital budget for FY 2023/24 is approximately \$1,650,000 which is less than the total of all of these worthwhile projects. Regardless of the amount of Council's allocation of funding for capital projects, infrastructure throughout the City will continue to deteriorate.

6. 5-Year Capital Improvement Plan

A preliminary 5-year Capital Improvement Plan is included as Attachment 1.

Although only the first fiscal year (2023/24) would be funded as part of the City Budget, the remaining years serve as a planning tool to identify, early on, anticipated future projects. A multi-year plan also accommodates scheduling larger projects into multiple years, to allow more projects to be underway concurrently, and to allocate construction funding only when those funds are needed. Note that the needs for infrastructure renewal and facility repairs far exceed the anticipated revenue over the subsequent four years as well.

7. Council Guidance

Staff is seeking Council's direction on the following issues. Note that this is just the first review and screening of potential FY 2023/24 projects, and Staff will return to refine the scope of work and budgets for potential projects based on Council comments received on April 5th. Staff will also update the proposed 5-Year CIP based on Council comments.

- Review potential projects for the FY 2023/24 CIP in Section 5 and provide guidance
- Review the preliminary 5-Year CIP, Attachment #1, and delete, defer, and/or add projects (Section 6)
- Incorporating any public comments and suggestions into the FY 2023/24 CIP and/or 5-Year CIP

However, due to the significant storms and cancellation of the Special Meetings of March 14th and March 21st, staff is seeking Council confirmation of the following project categories. These issues will not be further reviewed at subsequent CIP review meetings, unless directed by Council.

- Acceptance of the 14 projects completed in FY 2022/23 (Section 1 above)
- Confirmation to cancel or defer the 3 projects described in Section 2
- Confirmation to carry over 25 projects from FY 2021/22 and FY 2022/23, including their remaining project funds, into FY 2023/24 (Section 3). Carry-over funding will be subject to adoption of the CIP and Operating Budget Resolution for FY 2023/24.
- Confirmation to proceed with projects anticipated to be funded by others (Section 4).

Upon Council's tentative approval in April, the CIP document will be presented to the Planning Commission

in May for a General Plan consistency review as required by State law and the City's Municipal Code.

FISCAL IMPACT:

If City Council approves \$3.067M budget appropriation for the eight (8) FY 2021/22 carry-over projects and \$3.609M for 17 carry-over projects from FY 2022/23, the total carryover, at a minimum, will be \$6.7M into the FY 23/24 CIP Budget.

The additional fiscal impact for new projects cannot yet be assessed until specific projects are selected by Council.

PRIOR CITY COUNCIL ACTION:

The Special Council meetings of March 14, 2023 and March 21, 2023, at which this report was previously prepared, was cancelled due to the storms. This staff report has been updated for the April 5th Workshop.

ATTACHMENTS:

Attachment 1) Preliminary 5-Year Capital Improvement Plan
Attachment 2) Presentation

City of Carmel-by-the-Sea Attachment J 5-Year Capital Improvement Plan For Fiscal Years 2023/24 Through 2027/28														
		EXTERNAL FUNDING		3/27/23			For April 5, 2023 Workshop							
Category		CARRY - OVERS	Initial		Year 1	Year 1	Year 2	Year 2	Year 3	Year 3	Year 4	Year 4	Year 5	Year 5
		FY 2021/22 & FY 2022/23	Budget	Status	FY 2023/24	Estimate	FY 2024/25	Estimate	FY 2025/26	Estimate	FY 2026/27	Estimate	FY 2027/28	Estimate
Contingency			0		CIP Contingency	500	CIP Contingency	200		0		0		0
\$700						\$ 500		\$ 200		\$ -		\$ -		\$ -
		Design for Broken Pipes & Bypass	100	Carry Over			Junipero (7th-9th) Bypass Pipe	500	Drainage Repairs	500	Drainage Repairs	350	Drainage Repairs	350
Drainage		Design Bottlenecks & Spot Repairs	\$500	Carry Over			Reconst. 4th Ave Outfall - Design	50	Reconst. 4th Ave Outfall	200	4th Ave CDS - Design	75	4th Ave CDS - Construction	350
\$2,975			\$ 600			\$ -		\$ 550		\$ 700		\$ 425		\$ 700
		FY 23 Concrete Street Repairs	564	Carry Over	FY 24 Paving, Bikes, S/W	657	FY 25 Paving, Bikes, S/W	610	FY 26 Paving, Bikes, S/W	620	FY 27 Paving, Bike, S/W	630	FY 28 Paving, Bike, S/W	640
		TAMC: SB1, X, RSTIP, HUTA	441	Carry Over	TAMC: SB1, X, RSTIP, HUTA	439	TAMC: SB1, X, RSTIP, HUTA	410	TAMC: SB1, X, RSTIP, HUTA	420	TAMC: SB1, X, RSTIP, HUTA	430	TAMC: SB1, X, RSTIP, HUTA	440
		FY 20 Paving Overlay/Micro Surf	572	Carry Over			Sunset Ctr - 2 Parking Lot Walls	200	Resurface Parking Lots	250	Pavement Survey Update	30		
Streets		San Carlos Bike Route	inc	Carry Over			Bicycle Master Plan	60						
		Mission St Sidewalk	inc	Carry Over										
		TAMC: SB1, X, HUTA, RSTP	364	Carry Over										
		Wayfinding Signs	18	Cancel										
\$7,795			\$ 1,959			\$ 1,096		\$ 1,280		\$ 1,290		\$ 1,090		\$ 1,080
		PD Renovation + Additional Scope	3,300	Carry Over	ADA Updates - Year 6	20	ADA Updates - Year 7	20	ADA Updates - Year 8	20	ADA Updates - Year 9	20	ADA Updates - Year 10	25
		Sunset Ctr HVAC Controller	50	Done	Sunset Center - 7 Bollards	20	Panel Upgrades (VL, PW, FS, CH)	75	Resilience Infrastructure	100	Resilience Infrastructure	100	Sunset Center Railings	150
		Sunset Center Ext Painting	150	Carry Over	SC - Carpenter Hall Heater	45	3CE Panel Upgrades for EV Charg	60	Vista Lobos Painting	60	Energy Upgrades	50	Energy Upgrade	50
		Sunset Ctr Cottage Windows	105	Carry Over	Sunset Center - N Lot Electrical	100	Fire Backflows (3 bldgs)	120	Fire Station Painting	60	Construct Repairs - CH, FS, VL	300		
Facilities		City Hall Roof Replacement	100	Carry Over	Sunset Center - Portico - Design	40	Facilities Assessments (FM, RR)	85	Sunset Ctr Painting, Widows 2	150				
		City Hall Retaining Wall Repair	213	Amdded C-O	SC - Retaining Walls - Design	40			Flanders Structural Repairs	250				
		Vista Lobos Int. Remodel Design	25	Cancel					Park Restroom Repairs	75				
		Panel Upgr. Design (VL,FS, SC,CH)	75	Carry Over	Scout House Renovation	tdb			Design Repairs - CH, FS, VL	75				
		Resilience Infr. Pilot Design	85	Carry Over										
		Facilities Inspections	85	Done										
		ADA Updates - Year 5	15	Done										
\$6,313			\$ 4,203			\$ 265		\$ 360		\$ 790		\$ 470		\$ 225
		MTNP - Design 3 Stream Projects	20	Done	Beautification	25	Beautification	25	Beautification	25	Beautification	25	Beautification	25
		MTNP - Stream Projects Grant	70	Done	N Dunes Habitat Restoration	15	N Dunes Habitat Restoration	15	N Dunes Habitat Restoration	15	N Dunes Habitat Restoration	20	N Dunes Habitat Restoration	20
		MTNP - Stream 3 Projects Constr	25	Carry Over	MTNP Invasives Removal	15	MTNP Stream Projects 4-6 Design	125	MTNP - Stream 4-6 Const	275	MTNP-Stream Projects 7&8-Design	125	MTNP-Stream 7&8 - Const.	275
		MTNP Stream Projects Grant	117	Carry Over	Carmel Cares Projects	tdb	Carmel Cares Projects	tdb	Carmel Cares Projects	tdb	Carmel Cares Projects	tdb	Carmel Cares Projects	tdb
Forestry,		Urban Forest Master Plan	20	Carry Over										
Parks & Beach		Urban Forest Master Plan - Grant	150	Carry Over										
		MTNP Tank & Well Demo	150	Carry Over										
		Scenic Pathway, Ph 2 Barrier Rails	50	Done	Shoreline Infrastructure Repairs									
		Beautification Project	25	Carry Over	Moved to Environmental									
		N Dunes Split Rail + Signage	25	Carry Over										
		N Dunes Habitat Restoration	10	Done										
		CRA Zig Zag fence on Ocean	0	Cancel										
\$1,687			\$ 662			\$ 55		\$ 165		\$ 315		\$ 170		\$ 320
		Ambulance	200	Carry Over	Radios Lease, Year 3	30	Radios Lease, Year 4	30	Radios Lease, Year 5	30	Radios Lease, Year 6	30	PW Patch Truck (1999)	120
		Ambulance (donation)	50	Carry Over	Forestry Truck (2000)	65	PW Dump Truck (1995)	150	Forestry Bucket Truck (1995)	225	Admin Vehicle (2013)	45	PW Pickup Truck (2012)	50
Fleet &		Ambulance Equip. + AED	75	Carry Over	Forestry Truck (2002)	65	PD Motorcycle (2008)	30	Fire Vehicle (2010)	50	Fire Vehicle (2012)	45	Forestry Water Truck (1994)	120
Equipment		Street Sweeper (2010 Tymco)	550	Done	PD Admin Vehicle (2006)	45	PD Animal Control (2009)	45	Ambulance Heart Monitor	30	PW Facilities Truck (2007)	70	EV Vehicles - 3CE Grants	25
(Vehicle &		3CE rebate if electric sweeper	250	Done	EV Vehicles - 3CE Grants	tdb	EV Vehicles - 3CE Grants	25	PD Radar Trailer (2000)	20	Forestry Truck (2000)	65		
Equipment Fund)		Radios Lease, Year 2	30	Done					EV Vehicles - 3CE Grants	25	EV Vehicles - 3CE Grants	50		
		2 Residential EVs (CP&B)	50	Done					Ambulance - Balance of \$410k	85				
		Fire Engine	880	Done										
\$3,655			\$ 2,085			\$ 205	\$ -	\$ 280	\$ -	\$ 465		\$ 305		\$ 315
		Beach Sand Survey	25	Carry Over	Coastal Eng Study, Ph 2	100	Coastal Eng Study, Ph 3	200	Shoreline Inf Repairs - Const 2	750	Climate Action Plan Projects	50	Climate Action Plan Projects	50
Environmental		Coastal Engineering Study, Ph I	150	Carry Over	Shoreline Inf Repairs-Design 1	250	Shoreline Inf Repairs - Const 1	750	Shoreline Inf Repairs - Const 2	250				
(Inc. Climate Change)		Wildfire Risk Assessment	20	Carry Over	Underground Utility Dist	Rule 20A	Shoreline Inf Repairs - Const 1	250	Climate Action Plan Projects	25				
		Stormwater Ordinance	-	Done			Shoreline Inf Repairs - Design 2	150						
\$3,020			\$ 195			\$ 350	\$ -	\$ 1,350	\$ -	\$ 1,025		\$ 50		\$ 50
		HML Generator	60	Carry Over	IT Servers	50	PD Records Management	200	IT Network Refresh	50	IT Equipment	60	IT Equipment	70
IT		UPS Systems	20	Done			Network Firewalls	180	Wireless Access Point	45				
		Pub Access Pty Records Yr 2	67	Done			iPhones Updated	20	GIS Upgrades	25				
\$847			\$ 147			\$ 50	\$ -	\$ 400	\$ -	\$ 120		\$ 60		\$ 70
		Libraries Master Plan	55	Done	MP Project #1 - Design	100	MP Project #1 - Construction	200	MP Project #2 - Design	250	MP Project #1 - Construction	300	MP Project #3 - Design	350
Library		HML Ext. + Int. Paint	200	Carry Over			MP Project #1 - Const - Donations	800			MP Project #1 - Const - Donations	1200		
		HML Carpet	100	Carry Over										
\$3,555			\$ 355			\$ 100		\$ 1,000		\$ 250		\$ 1,500		\$ 350
Grand Totals	\$30,547		\$10,206			\$2,621		\$5,585		\$4,955		\$4,070		\$3,110
City Funding	\$24,125		\$8,608			\$2,182		\$4,040		\$4,260		\$2,390		\$2,645
External Funding	\$6,309		\$1,485			\$439		\$1,545		\$695		\$1,680		\$465



CITY OF CARMEL-BY-THE-SEA

Capital Improvement Program: Review Completed and Carry-Over Projects and First Review of Fiscal Year 2023/24 Projects

**City Council Special Meeting
April 5, 2023**



FY 2023/24 Budget Summary and 5-Yr Projections

	Fiscal Years										
	FY 18-19 Actual	FY 19-20 Actual	FY 2020-21 Actual	FY 2021-22 Projected (Unaudited)	FY 22-23 Adopted Budget	FY 22-23 Proposed Budget	FY 23-24 Projection	FY 24-25 Projection	FY 25-26 Projection	FY 26-27 Projection	FY 27-28 Projection
Revenues											
Property	6,496,558	6,663,614	6,822,304	7,419,963	8,299,100	8,299,100	8,465,082	8,719,034	8,937,010	9,160,436	9,343,644
Sales- Bradley Burns	2,639,607	2,143,020	1,896,796	1,977,994	3,190,300	3,638,223	3,770,186	3,807,888	3,845,967	3,884,426	3,923,271
Sales- Local	3,079,914	2,611,802	3,050,000	3,581,477	5,721,000	5,865,000	5,952,975	6,042,270	6,132,904	6,224,897	6,318,271
Transient Occupancy Tax (TOT)	6,882,015	6,477,220	2,488,198	4,000,409	6,667,000	6,733,670	6,801,007	6,869,017	6,937,707	7,007,084	7,077,155
Charges for Services	2,521,960	2,139,035	2,080,159	1,651,460	2,169,500	2,536,635	2,587,368	2,639,115	2,691,898	2,745,736	2,799,675
Other Revenues	2,441,120	2,596,158	2,442,768	2,291,616	4,284,600	4,284,600	3,105,862	3,199,038	3,295,009	3,393,859	3,495,675
Revenue Total	24,061,174	22,630,849	18,780,225	20,922,919	30,331,500	30,990,093	30,631,747	31,224,615	31,787,712	32,362,600	32,903,751
Expenditures											
Salaries/Benefits	9,718,662	10,156,434	9,595,869	9,188,163	13,488,692	14,399,115	14,528,127	14,963,970	15,712,169	16,497,777	17,322,666
3 Safety Police Positions						(583,470)			630,148	649,052	668,524
CalPERS Unfunded Accrued Liability Payment	1,026,968	1,351,531	1,598,574	1,598,574	2,082,464	2,165,763	2,233,300	2,387,800	2,489,900	2,585,400	2,648,700
<i>Pension Mitigation Total</i>					1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Services/Supplies	8,657,484	8,304,641	7,366,461	7,269,328	9,800,223	9,800,223	10,290,234	10,804,746	11,344,983	11,912,232	12,507,844
General Fund Operating Total	19,403,114	19,812,606	18,560,904	18,056,065	26,371,379	26,781,631	28,051,661	29,156,516	31,177,200	32,644,462	34,147,734
Worker Compensation					148,160	148,160	151,123	154,146	157,229	160,373	163,581
Debt Service											
Pension Bond	701,220	698,056	698,863	698,863	703,580	703,580	0	0	0	0	0
Sunset Center Bond	507,390	500,334	508,678	82,228	158,300	158,300	515,800	521,600	511,600	513,300	516,700
NGEN Radio	51,663	45,791	36,974	36,974	16,423	16,423	16,423	0	0	0	0
Debt Total	1,260,273	1,244,181	1,244,515	818,065	878,303	878,303	532,223	521,600	511,600	513,300	516,700
Capital Outlay Total	3,778,271	869,596	0	140,014	5,972,327	5,972,327	1,650,331	1,092,862	1,112,570	1,132,691	1,151,631
Expenses Total	24,441,658	21,926,383	19,805,419	19,014,144	33,370,169	33,780,421	30,385,338	30,925,123	32,958,598	34,450,826	35,979,646
Surplus/(Deficit)	(380,484)	704,466	(1,025,194)	1,908,775	(3,038,669)	(2,790,328)	246,409	299,491	(1,170,886)	(2,088,226)	(3,075,895)



FY 2022/23 CIP Funding Starting Point

21/22 CIP Projects Carryover (8) to 23/24			\$3,067,000
22/23 CIP Projects to Carryover (17) to 23/24			\$3,609,000
			\$6,676,000

The 5 year financial projection reflects \$6.7M for capital improvement projects for both fiscal year carry-over projects. All new capital improvement projects for FY 23/24 will be incorporated into the financial forecast after the preliminary discussion.



FY 2022/23 CIP – Agenda

- Review CIP definition and sources of projects
- Review 14 projects completed in FY 2022/23
- Consider projects to cancel/defer, and projects funded by others
- Review 25 carry-over projects from FY 2021/22 & FY 2022/23 (prior years reviewed twice, this year, once due to storms)
- Review initial list of 17 CIP Projects for FY 2023/24
- FY 2021/22 carry-over funding issue
- Full CIP Overview, with 5-year CIP
- CIP implementation strategies



CIP Definition and Sources

CIP Definition:

- Over \$10,000 and exceeds 10 years
- CIP Projects: Reports identifying future projects, public safety need, operational enhancement
- Not CIP Projects: Ongoing maintenance – should be included in Operating Budget

Sources of Projects:

- ADA Transition Plan
- City Departments
- Climate Action/Adaptation Plans
- Council Strategic Priorities
- Facility Condition Assessments
- MTNP and North Dune Master Plans
- MTNP Stream Stability Study
- Outside Entities
- Storm Drain Master Plan & Update
- Street Saver Pavement Program
- Vehicle Replacement Schedule



14 Completed Projects in FY 23

No.	FY	Asset Category	Project	City Funds	External Funds
1	23	Facilities	ADA Upgrades, Year 5	\$15,000	
2	23	Fleet	2 EV Vehicles for CP&B	50,000	
3	23	Facilities	Facility Condition Inspections: CH, FS, PW, VL	85,000	
4	23	Fleet	Fire Engine (2 year delivery)	880,000	
5	22	Library	Library Master Plan	50,000	
6	22	FP&B	MTNP – 3 Drainage Improvements – Design/Env Permits	20,000	\$70,000
7	23	FP&B	North Dunes Habitat Restoration	10,000	
8	23	Fleet	Police Radios Lease, Year 2	30,000	
9	23	IT	Public Access Property Records, Ph II	67,000	
10	22	FP&B	Scenic Pathway Barrier Rails	50,000	CC Install
11	22	Environment	Stormwater Ordinance (Strategic Priority, Not CIP)	0	
12	23	Fleet	Street Sweeper	313,000	250,000
13	22	Facilities	Sunset Center HVAC Controller Replacement	50,000	
14	23	IT	Uninterrupted Power Supply	20,000	



Projects to Cancel/Defer and By Others

No.	FY	Asset Category	Project	City Funds	External Funds
1	23	FP&B	Ocean Avenue Split Rail Fence - Withdrawn		\$55,000
2	23	Facilities	Vista Lobos Interior Remodel - Defer	\$25,000	
3	22	Streets	Wayfinding Signs - Cancel		18,500



No.	Asset Category	Project	External Funds
1	FP&B	Carmel Cares: - Forest Theater Picnic Tables - Ocean Avenue Median Islands Landscaping - Post Office Parking Lot Landscaping	tbd
2	FP&B	North Dunes – Interpretive Signage and Split Rail Fencing	\$25,000
3	Facilities	Scout House Renovation	500,000



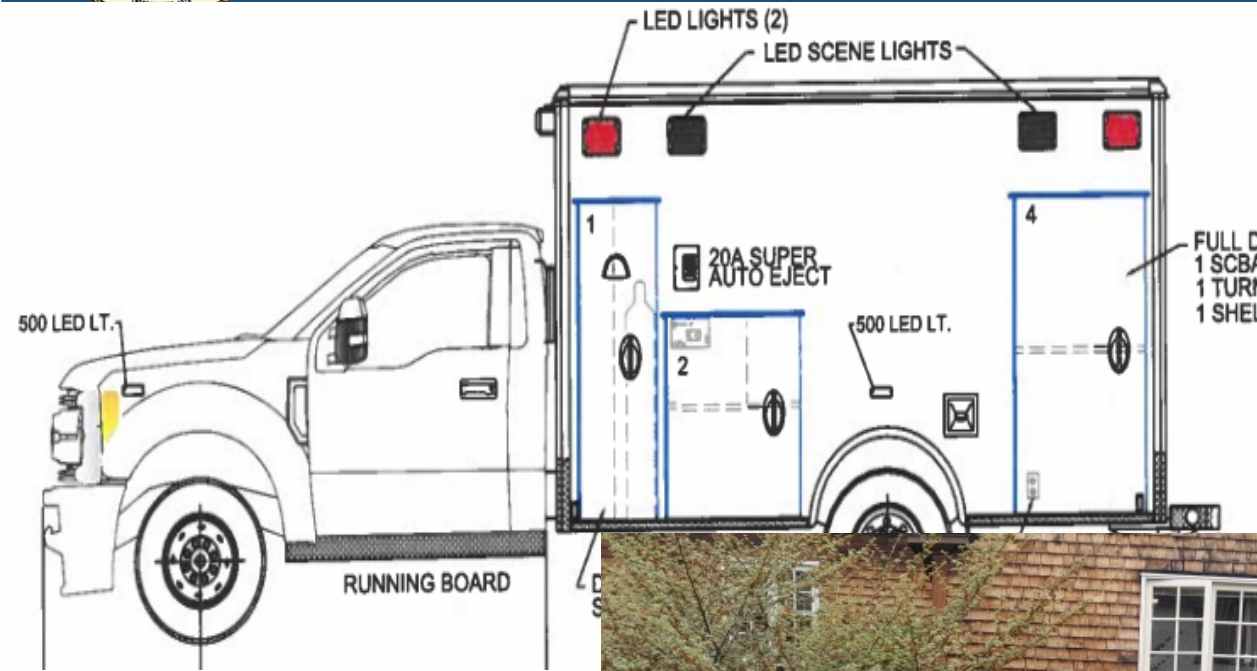


25 Carry-Over Projects (#1- 15)

No.	FY	Asset Category	Project	City Funds	External Funds
1-2	22, 23	Fleet	Ambulance and Equipment (2 projects)	\$275,000	\$50,000
3	23	FP&B	Beautification (Strategic Priority)	25,000	
4	23	Facilities	City Hall Retaining Wall Repair	100,000	
5-6	22, 23	Environment	Beach Sand Survey/Coastal Eng. Study (2 projects) (Strategic Priority)	175,000	
7-8	22, 23	Drainage	Drainage Repairs Design – Phases I and II (2 projects) Includes Drainage Master Plan Update for 20-year storms	600,000	
9	23	Facilities	Electrical Panel Upgrades: CH, SC, VL, PW->FS, Design	75,000	
10-15	23	Facilities	Facility Renovations: CH Roof, HML Carpet, HML Generator, HML Exterior/Interior Paint, Sunset Center: Cottage Windows, Haz Mat/Exterior Paint (6 projects)	715,000	

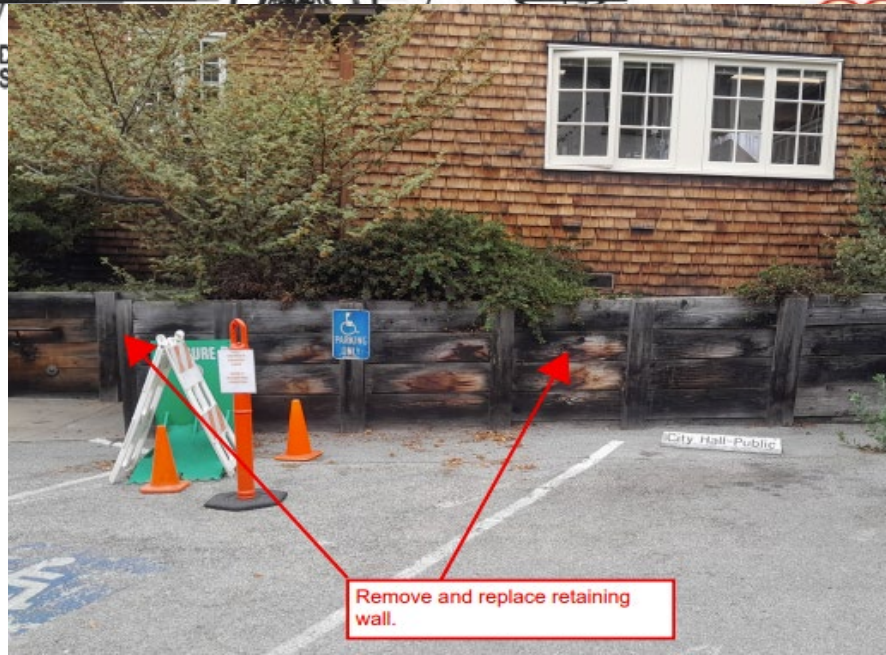


Carry-Over Projects into FY 24



Ambulance

**City Hall Retaining
Wall Repair**
Budget: \$100k
Cost: \$213k



Drainage System Repairs



25 Carry-Over Projects (#16- 25)

No.	FY	Asset Category	Project	City Funds	External Funds
16	23	Streets	FY 23 Concrete Street Repairs	563,700 MOE	441,300
17-18	22	Streets	FY 20 Paving Project w/San Carlos Bike Route, and Mission Street Sidewalk Repair (2 projects)	572,000 MOE	364,000
19	22	FP&B	MTNP 3 Drainage Projects – Construction	25,000	117,000
20-21	22, 23	Facilities	Police Building Renovation and Additional Scope (2 projects) (Strategic Priority)	3,300,000	
22	23	Facilities	Resilience Infrastructure Planning/Design	85,000	
23	22	FP&B	Urban Forest Master Plan (Strategic Priority)	20,000	150,000
24	22	FP&B	MTNP Water Well, Tank & Pump House Removal	150,000	
25	23	FP&B	Wildfire Risk Assessment (Strategic Priority) – Not CIP	20,000	



Carry-Over Projects into FY 24



**San Carlos Street/Fifth Avenue
Concrete Street Repairs**



Police Building Renovation



MTNP – Well, Tank & Pump House



Carry-Over Funding into FY 24

Total CIP Program	No. Projects	City Funds (Balance of..)	External Funds (Balance of...)	Total
FY 2021/22 Carry-Over	8	\$3,067,000*	\$564,000	\$3,631,000
FY 2022/23 Carry-Over	17	\$3,609,000	\$558,000	\$4,167,000
Carry-Over Total	25	\$6,676,000	\$1,122,000	\$7,798,000

*** \$2.0M Police Building, \$0.5M Paving**

Will request Council to Carry-Over both Fiscal Year Balances with adoption of the FY 2023/24 CIP & Budget



17 Potential Projects FY 23/24

No.	Asset Category	Project	City Funds	External Funds
1	Facilities	ADA Upgrades, Year 6	\$20,000	
2	Streets	Annual Paving Project, FY 24: 6 Overlays incl. Santa Lucia & Upper Ocean, Slurry Seal 17 streets, 7 Sidewalk Repairs, bikes, landscaping/trees	657,329	\$438,570
3	FP&B	Beautification Project	25,000	
4	All	CIP Contingency Fund	500,000	
5	Environment	Coastal Engineering Study, Phase 2	100,000	
6	IT	IT Servers	50,000 VEF	
7	Library	Library Master Plan – Project #1 Design	100,000	
8	FP&B	MTNP – Invasive Removal	\$15,000	
9	FP&B	North Dunes Habitat Restoration	15,000	



17 Potential Projects FY 23/24

No.	Asset Category	Project	City Funds	External Funds
10	Fleet	Police Radios Lease, Year 3	30,000 VEF	
11	Environment/ FP&B	Shoreline Infrastructure Repairs - Design	250,000	tbd
12	Facilities	Sunset Center – 7 Bollards	20,000	
13	Facilities	Sunset Center – Carpenter Hall Heater	45,000	
14	Facilities	Sunset Center - North Lot Electrical Panel	100,000	
15	Facilities	Sunset Center – Portico Design	40,000	
16	Facilities	Sunset Center – Retaining Wall Repairs – Design	40,000	
17	Fleet	Vehicles: Forestry Truck (2000) Forestry Truck (2002) PD Administration Vehicle (2006) VEF	65,000 65,000 <u>45,000</u>	tbd
		Totals	\$2,182,329	\$438,570



Potential Project: Shoreline Repairs Design



Coastal Infrastructure	Total Number	In Need of Repair	High Priority Repairs
Seawalls	11	2-4	1
Beach Access Stairs	11	9	3
Revetments	6	4	3



Potential Projects



**Library Master Plan:
Project #1**



Bollards

Sunset Center:

**North Lot
Electrical Panel**



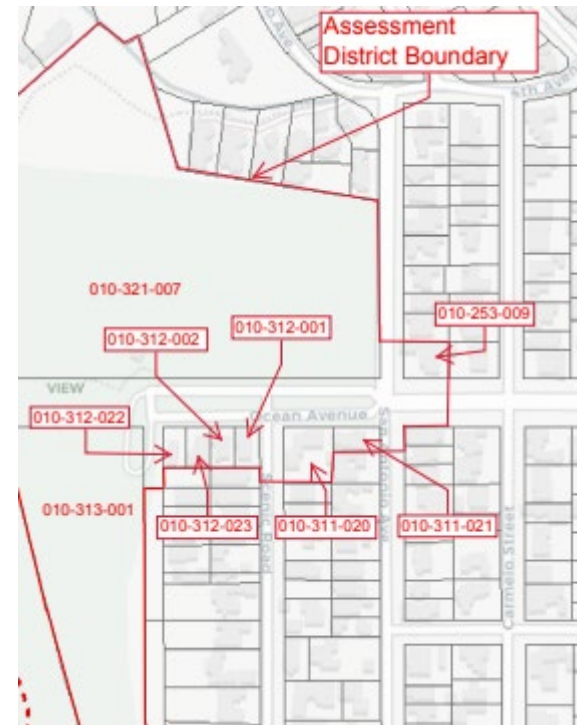


Potential Projects



**Forestry Vehicles
2000, 2002**

**Rule 20A Underground Utility District
(No funding needed at this time)**



CITY OF CARMEL-BY-THE-SEA



Total Funding for FY 24

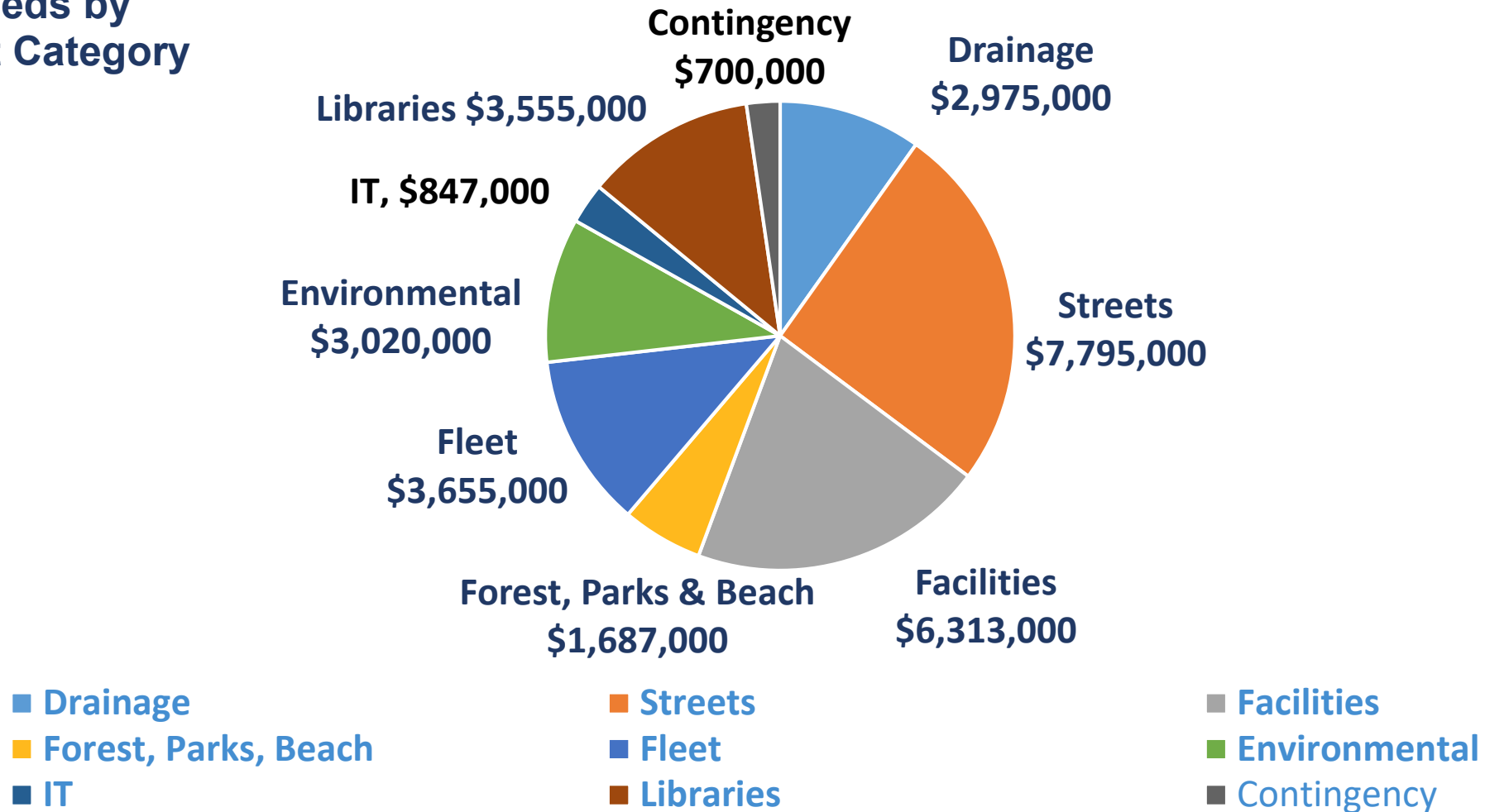
Total CIP Program	City Funds	External Funds	Total
25 Carry-Over Projects	\$6,676,000	\$1,122,000	\$7,798,000
17 New CIP Projects FY 24	<u>\$2,182,329*</u>	<u>\$438,570</u>	<u>\$2,525,000</u>
42 Projects	\$8,858,329	\$1,560,570	\$10,323,000

*** \$1,650,331 Available**



Full CIP: Carry-Overs, Years 1 – 5, Ext. \$30M

Needs by Asset Category





CIP – Forecast Years 2-5

Fiscal Year	Currently Identified Needs (City Funds)	Anticipated Available Budget
FY 25	\$4,040,000	\$1,093,000
FY26	\$4,260,000	\$1,113,000
FY 27	\$2,390,000	\$1,133,000
FY 28	\$2,645,000	\$1,152,000



CIP Implementation Strategies

- Continue to use Contract Project Management Consultants
- New in-house Project Manager
- Continue to utilize Statements of Qualifications to streamline consultant selection process
- Continue to combine Similar Projects (management, design, construction)
- Continue to have other departments manage their projects



Recommendations/Council Direction

Recommendations (“One and done” unless requested to return):

- Accept 14 FY 22 and FY 23 projects completed in FY 23
- Accept 3 projects to cancel/defer, and projects funded by others
- Accept 25 FY 22 & FY 23 carry-over projects (pending Budget Reso)

Council Direction (Will review in May):

- Tentatively approve carrying over funding from both FY 22 and FY 23
- Refine initial list of 17 CIP Projects for FY 24 to meet budget
- Review draft 5-year CIP Update

Questions?