



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

Mayor Dave Potter, Council Members Jeff Baron,
Jan Reimers, 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

REGULAR MEETING Tuesday, March 3, 2020

**OPEN SESSION
4:30 PM**

CALL TO ORDER AND ROLL CALL

OPEN SESSION

PLEDGE OF ALLEGIANCE

EXTRAORDINARY BUSINESS

- A.** Home Match Program Presentation
- B.** Women's Shelter Presentation
- C.** American Red Cross Month Proclamation
- D.** New Employee Introduction: Shawn Aguirre

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.

ANNOUNCEMENTS

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. Approve February 3, 2020 Special Meeting Minutes and February 4, 2020 Meeting Minutes as presented.
2. Review monthly reports for January: 1.) City Administrator Contract Log; 2.) Community Planning and Building Department Reports; 3.) Police, Fire, and Ambulance Reports; 4.) Public Records Act Requests, and 5.) Public Works Department Report.
3. January 2020 Check Register Summary
4. Adopt Resolution 2020-014, authorizing a Free Use Day of the Sunset Center Theater and Lobby for Raven Drum Foundation.
5. Adopt Resolution 2020-015, approving the Memorandum of Understanding (MOU) between the City of Carmel-by-the-Sea and Carmel Fire Ambulance Association for the period July 1, 2019 through June 30, 2022, authorizing the City Administrator to make technical corrections as necessary and execute the Memorandum of Understanding and authorizing and approving the City of Carmel-by-the-Sea's current pay rates and ranges (salary schedule) for Carmel Fire Ambulance Association classifications as of February 1, 2020 in accordance with Municipal Code 2.52.520.
6. Adopt Resolution 2020-016, entering into an agreement with Monterey County Free Libraries to offer Literacy Services at Harrison Memorial Library.
7. Adopt Resolution 2020-017, authorizing the closure of certain streets, the serving of alcohol on public property, and/or the erection of tents on public property for 1. Monterey County Vintners Winemakers' Celebration, 2. Carmel Art Festival, 3. Concours on the Avenue, 4. Prancing Ponies Car Show and 5. Pebble Beach Tour d'Elegance.
8. Adopt Resolution 2020-018, rescinding Resolution 2002-127 and authorizing the receipt and disbursement of funds within the Refundable Deposit Fund
9. Adopt Resolution 2020-019, accepting the completion of the Fiscal Year 2018-2019 Citywide Paving Project, World War I Monument Restoration, Police Replacement Patrol Car, Community Activities Van, and Portable Vehicle Barricades Capital Projects

ORDERS OF BUSINESS

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

10. Review the current Mills Act policy and contract language and provide direction to staff.
11. Receive a report on options related to the home mail delivery services program and provide direction to staff
12. Adopt Resolution 2020-020, approving the selection of 15-Watt, 2700-Kelvin LED lights to replace all 17 low-pressure sodium, cobra-head, safety streetlights in Carmel-by-the-Sea

PUBLIC HEARINGS

13. Adopt Ordinance 2020-001, amending Carmel Municipal Code (CMC) Title 15 (Buildings and Construction) by adopting the 2019 editions of the California Building

(CBC), Residential (CRC), Energy (CEnC), Fire (CFC), Mechanical (CMC), Plumbing (CPC), Electrical (CEC), Green Building Standards (CGBSC), Historic Building (HBC), and Existing Building Codes (EBC) with local amendments which constitutes reading of the title and waiver of reading of the Ordinance.

FUTURE AGENDA ITEMS

ADJOURNMENT

This agenda was posted at City Hall, Monte Verde Street between Ocean Avenue and 7th Avenue, Harrison Memorial Library, NE corner of Ocean Avenue and Lincoln Street, and 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/carmel/> on in accordance with the 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

March 3, 2020
EXTRAORDINARY 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: New Employee Introduction: Shawn Aguirre

RECOMMENDATION:

That the City Council welcome a new employee to the City of Carmel-by-the-Sea team.

BACKGROUND/SUMMARY:

Introduction of Shawn Aguirre, a new Public Works Department Maintenance Worker by Director Robert Harary.

FISCAL IMPACT:

This position was included in the Council-approved Fiscal Year 2019/20 Budget.

PRIOR CITY COUNCIL ACTION:

None

ATTACHMENTS:



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

March 3, 2020
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Britt Avrit, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Approve February 3, 2020 Special Meeting Minutes and February 4, 2020 Meeting Minutes as presented.

RECOMMENDATION:

Approve February 3, 2020 Special Meeting Minutes and February 4, 2020 Meeting Minutes as presented.

BACKGROUND/SUMMARY:

The City Council routinely approves the Minutes of its meetings.

FISCAL IMPACT:

None for this action.

PRIOR CITY COUNCIL ACTION:

None for this action.

ATTACHMENTS:

Attachment #1 - February 3, 2020 Special Meeting Minutes

Attachment #2 - February 4, 2020 Meeting Minutes

CITY COUNCIL SPECIAL MEETING
Monday, February 3, 2020
4:30 PM

CLOSED SESSION

CALL TO ORDER AND ROLL CALL

Present: Council Members Baron, Reimers, Theis, Mayor Pro Tem Richards

Absent: Mayor Potter

CLOSED SESSION

Item A: Conference with Labor Negotiators (§54957.6) Agency Designated Representative: Maxine Gullo, Assistant City Administrator. Employee organization: Ambulance

Item B: Conference with Legal Counsel – Anticipated Litigation. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9: (one case)

Item C: Conference with Real Property Negotiators (§ 54956.8). Property: 25800 Hatton Road. Agency Negotiators: Director of Contracts & Budgets Sharon Friedrichsen, and Director of Public Works Robert Harary. Negotiating Parties: Les Albiol and Patricia Albiol. Under Negotiation: Terms and Conditions for New (Residential Curatorship) Lease

Mayor Potter arrived during the Closed Session due to attendance at a TAMC meeting.

OPEN SESSION

PLEDGE OF ALLEGIANCE

Council Member Reimers

PUBLIC APPEARANCES

None

ORDERS OF BUSINESS

Item 1: Adopt Resolution No. 2020-014, adopting and approving the Vision Statement, Mission Statement, Guiding Values and Council Priorities established as a result of the Strategic Planning workshop held by the City Council on November 19, 2019.

City Administrator Rerig presented the staff report.

Council Member Baron would like to see the objectives organized by due date.

Item 1 continued...

Mayor Pro Tem moved to adopt Resolution No. 2020-014, adopting and approving the Vision Statement, Mission Statement, Guiding Values and Council Priorities established as a result of the Strategic Planning workshop held by the City Council on November 19, 2019, seconded by Council Member Reimers and carried by the following vote:

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

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:20 pm.

APPROVED:

ATTEST:

Dave Potter, Mayor

Leslie Fenton
Executive Assistant

REGULAR MEETING
Tuesday, February 4, 2020
OPEN SESSION
4:30 PM

CALL TO ORDER AND ROLL CALL

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

PLEDGE OF ALLEGIANCE

Council Member Baron

EXTRAORDINARY BUSINESS

Item A: Appoint Mayor Pro Tempore for calendar year 2020.

Mayor Potter re-appointed Mayor Pro Tem Richards for calendar year 2020.

PUBLIC APPEARANCES

Council member Reimers introduced Francisco Novelli, Jr. who will be running for Mayor in his hometown of Pratapolis, Brazil.

The following members of the public spoke:

Helen Gannon
Jessica Schmidt
Barbara Livingston
Joaquin Turner
Eric Dyar
Thomas Hood
Jessica Faddis
Emiline Galager
Richard Kreitman
Christine Sandin

ANNOUNCEMENTS

Council Member Baron announced the Climate Change Committee will hold a meeting on Thursday, February 20, 2020 from 4:00-6:00 pm to discuss priority hazards/assets and project planning for a greenhouse gas reduction plan. He also thanked Chip Rerig, Bob Harary, Marnie Waffle, Paul Tomasi and Jenny Macmurdo for their canvassing for Measure C and that they would be at it again soon.

CONSENT AGENDA

Council Member Theis pulled Item #6.

Mayor Pro Tem Richards had a question regarding Item #3; staff were able to answer the question.

Council Member Reimers pointed out a correction to Item #5; one of the dates on Resolution 2020-008 needs to be changed from 2019 to 2020.

Item 6: Adopt Resolution 2020-009, accepting a Property Program Grant of \$17,800 from the California State Association of Counties Excess Insurance Authority, and awarding a construction contract to Scudder Roofing Company for the Scout House Roof Replacement Project for a not-to-exceed fee, including a 10% contingency, of \$62,270.

Council Member Theis moved to adopt Resolution 2020-009, accepting a Property Program Grant of \$17,800 from the California State Association of Counties Excess Insurance Authority, and awarding a construction contract to Scudder Roofing Company for the Scout House Roof Replacement Project for a not-to-exceed fee, including a 10% contingency, of \$62,270 and add Alternative #2 Gutters & Downspouts in the amount of \$6,350, seconded by Council Member Reimers and carried by the following vote:

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

Item 1: Approve January 6, 2020 Special Meeting Minutes and January 7, 2020 Meeting Minutes as presented.

Item 2: Review monthly reports for December: 1.) City Administrator Contract Log; 2.) Community Planning and Building Department Reports; 3.) Police, Fire, and Ambulance Reports; 4.) Public Records Act Requests, and 5.) Public Works Department Report.

Item 3: Approve the check register for December 2019.

Item 4: Adopt Resolution 2020-007, approving the Fiscal Year 2020-2021 Budget Schedule.

Item 5: Adopt Resolution No. 2020-008, authorizing City Co-Sponsorship of the Carmel Public Library Foundation's Annual Donor Salute Event at the Main Library on Sunday, March 8, 2020 at which alcohol will be served; and authorizing City Co-Sponsorship of the Carmel Public Library Foundation's Annual Sterling Circle Event at the Main Library on Sunday, June 7, 2020.

Item 7: Adopt Resolution 2020-010, waiving a bid irregularity; awarding a Construction Contract to Bay City Boiler and Engineering Company for a not-to-exceed fee, including a 10% contingency, of \$162,800 and approving a budget amendment of \$12,800 for the Sunset Center Boiler Replacement Project.

Item 8: Adopt Resolution 2020-011, authorizing the City Administrator to execute a Professional Services Agreement with the Carmel Area Wastewater District, for a not-to-exceed amount of \$85,210, to provide stormwater program vector truck and commercial inspection services through Fiscal Year 2021-2022.

Council Member Reimers moved to adopt Consent Agenda Items #1-#5 and #7-#8, seconded by Council Member Theis and carried by the following vote:

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

ORDERS OF BUSINESS

Item 9: Receive a report regarding Car Week events held in Carmel-by-the-Sea and the special event permitting process and provide staff with direction regarding further amendments to Policy C16-01 governing special events.

Library and Community Activities Director Wright presented the staff report.

The following members of the public spoke:

Richard Kreitman
Denise Otterson

Council Member Baron moved to direct staff to come back three (3) months from now with a policy to augment Policy C16-01 regarding Car Week where limit number of event in downtown Carmel from 2021 forward to two (2) events, Tuesday and Thursday events, and staff look at remainder of options that were presented, seconded by Mayor Pro Tem Richards and carried by the following vote:

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

Council Member Baron moved to receive report on Car Week and refer to ad-hoc committee, seconded by Mayor Pro Tem Richards and carried by the following vote:

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

Item 10: Receive the Fiscal Year 2019-2020 Mid-Year Budget report and adopt Resolution 2020-012 approving budget amendments totaling \$24,000.

Contracts and Budgets Director Friedrichsen presented the staff report.

Council Member Baron moved to receive the Fiscal Year 2019-2020 Mid-Year Budget report and adopt Resolution 2020-012 approving budget amendments totaling \$34,000, seconded by Mayor Pro Tem Richards and carried by the following vote:

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

Item 11: Receive a presentation regarding the Third Annual Public Works Report and Infrastructure Report Card.

Director of Public Works Harary presented the staff report.

Mayor Pro Tem Richards moved to receive the Third Annual Public works Report and Infrastructure Report Card, seconded by Council Member Reimers and carried by the following vote:

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

Council took a break at 6:15 pm.

Council returned from break at 6:23 pm

PUBLIC HEARINGS

Item 12: *The applicant has requested that the following item be continued:*

Consideration of an Appeal (APP 19-251) of the denial of a Transient Rental Business License Application for an existing condominium and a Use Permit Amendment (UP 19-411) to allow for the operation of a Transient (Short Term) Rental located on Dolores, 3 SE of 7th in the Service Commercial (SC) Zoning District.

Item 13: Consideration of an Appeal (AP 19-486, CPines 7, LLC) of a decision by the Historic Resources Board to add property to the Carmel Historic Inventory located at the southeast corner of Dolores Street and 7th Avenue.

Council Member Reimers recused herself from the discussion.

Interim Planning Director Waffle presented the staff report.

Item 13 continued...

Terra Tedrow, representing the applicant, appeared before the Council.

The following members of the public appeared before the Council:

Brian Tratum
Anthony Lombardo
Mike Brown
Barbara Livingston

Council discussed the item.

Mayor Potter re-opened the public hearing.

The following members of the public spoke before the Council:

Anthony Lombardo

Council discussed the item.

Council Member Theis announced that she had been approached by Mr. Lombardo and stated that she could not discuss the item due to the appeal.

Mayor Potter re-opened the public hearing.

The following members of the public appeared before the Council:

Anthony Lombardo
Terra Tedrow

Mayor Potter moved to grant the appeal and reverse the decision of the Historic Resources Board, seconded by Mayor Pro Tem Richards and carried by the following vote:

AYES: THEIS, RICHARDS, POTTER
NOES: BARON
RECUSED: REIMERS
ABSTAIN: NONE

Item 14: Introduce Ordinance 2020-001 amending Carmel Municipal Code (CMC) Title 15 Buildings and Construction) by adopting the 2019 editions of the California Building (CBC), Residential (CRC), Energy (CEnC), Fire (CFC), Mechanical (CMC), Plumbing (CPC), Electrical (CEC), Green Building Standards (CGBSC), Historic Building (HBC), and Existing Building Codes (EBC) with local amendments; and, Adopt Resolution 2020-013 approving Standard Operating Guidance Procedures (SOG 17-07) for private stormwater drainage systems.

Interim Planning Director Waffle and Building Official Bower presented the staff report.

City Attorney Pierik read Ordinance 2019-002 into the record.

Item 14 continued...

Council Member Theis moved to waive further reading and introduce Ordinance 2019-002, seconded by Mayor Pro Tem Richards and carried by the following vote:

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

Council Member Baron moved to adopt Resolution 2020-013 approving Standard Operating Guidance Procedures for private stormwater drainage systems, seconded by Council Member Reimers and carried by the following vote:

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

Council Member Baron moved to direct staff to evaluate adoption of select Chapter 7A requirements City-wide through the creation of a working group with final results to Council before end of calendar year 2020, seconded by Council Member Theis and carried by the following vote:

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

City Attorney Pierik read the three items from the Monday, February 3, 2020 Closed Session:

A. Conference with Labor Negotiators (§54957.6) Agency Designated Representative: Maxine Gullo, Assistant City Administrator. Employee organization: Ambulance

B. Conference with Legal Counsel – Anticipated Litigation. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9: (one case)

C. Conference with Real Property Negotiators (§54956.8). Property: 25800 Hatton Road. Agency Negotiators: Director of Contracts & Budgets Sharon Friedrichsen, and Director of Public Works Robert Harary. Negotiating Parties: Les Albiol and Patricia Albiol. Under Negotiation: Terms and Conditions for new (Residential Curatorship) Lease

There was no reportable action.

FUTURE AGENDA ITEMS

City Administrator Rerig announced that he would be meeting with Mayor Potter and Mayor Pro Tem Richards on Thursday to discuss the March agenda. Due to that being election night they will try to keep the agenda light.

At-home mail delivery.

ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 7:46 pm.

APPROVED:

ATTEST:

Dave Potter, Mayor

Leslie Fenton
Administrative Assistant



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

March 3, 2020
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Britt Avrit, City Clerk
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Review monthly reports for January: 1). City Administrator Contract Log; 2.) Community Planning and Building Department Reports; 3.) Police, Fire, and Ambulance Reports; 4.) Public Records Act Requests, and 5.) Public Works Department Report.

RECOMMENDATION:

Review and receive monthly reports.

BACKGROUND/SUMMARY:

This is a monthly series of reports.

FISCAL IMPACT:

None for this action.

PRIOR CITY COUNCIL ACTION:

Monthly approvals.

ATTACHMENTS:

- Attachment #1 - City Administrator Contract Log
- Attachment #2 - Community Planning & Building Report
- Attachment #3 - Police, Fire & Ambulance Report
- Attachment #4 - Public Records Act Request Logs
- Attachment #5 - Public Works Department Report

City Administrator Contract Log
FY 2019-20

Date Entered Into	Contractor	Contract Amount	Purpose
22-Jan-20	RALPH ANDERSEN & ASSOC	\$24,900.00	PLANNING DIRECTOR SEARCH
31-Jan-20	NEW IMAGE LANDSCAPE	\$9,000.00	WEED ERADICATION MTNP
1-Dec-19	NHA ADVISORS	\$24,500.00	PENSION CONSULTING SERVICES



CITY OF CARMEL-BY-THE-SEA

Monthly Report

January 2020

Community Planning and Building Department

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Marnie R. Waffle, AICP, Acting Community Planning & Building Director
SUBMITTED ON:	February 18, 2020
APPROVED BY:	Chip Rerig, City Administrator

JANUARY 2020 – DEPARTMENT ACTIVITY REPORT

I. PLANNING APPLICATIONS:

In January of 2020, **37** planning permit applications were received.

II. BUILDING PERMIT APPLICATIONS:

In January of 2020, **43** Building Permit applications were received.

III. CODE COMPLIANCE CASES:

In January of 2020, **21** new code compliance cases were initialized.

IV. ENCROACHMENT APPLICATIONS:

In January of 2020, **27** encroachment permit applications were received.

V. YEAR-TO-DATE TRENDS

Table 1 includes the January 2020 totals, for planning and building permit applications, encroachments and code compliance cases with a comparison to January 2019 totals. As shown in the table, in 2020 there was a **37% decrease** in planning permit applications, a **23% decrease** in building permit applications, **59% decrease** in code compliance cases, and a **18% decrease** in encroachment permit applications compared to the same period 2019.

Table 1. Permit Application Totals

	<u>Planning</u>	<u>Building</u>	<u>Code Compliance</u>	<u>Encroachments</u>
2019 Totals	59	56	51	33
2020 Totals	37	43	21	27
% Difference	-37%	-23%	-59%	-18%



Planning Permit Report

01/01/2020 - 01/31/2020

Permit #	Permit Type	Project Description	Address/Location	Date Received	Date Approved	Status
20038	Design Study	Replace existing painted wood siding (1,593 sq ft) with new natural teak siding. Replace existing painted garage door with new aluminum & frosted glass door.	Scenic 5 SE of 11th	1/31/2020		In Review
20037	Design Study	Change in roof material.	Torres 2 SW of 9th	1/31/2020		Scheduled for PC
20036	Business License	Business License: Name change from Mediterranean Restaurant to Catch Restaurant	2 SW of Ocean and Lincoln	1/28/2020		Approved
20035	Business License	Business License: Transient rental. Unit A, First Floor	SWC Junipero & 5th, Unit A - First Floor	1/28/2020		In Review
20034	Historic Evaluation	Replace all windows with like for like double hung casement and plate glass, except plate glass in rear which will be narrowed by 6" to accommodate replacement of 30" back door with 36" back door. Replacement windows are aluminum clad wood - Sierra Pacific Brand. 17" wide Jaloused Kitchen and bath double hung 17".	Dolores, 2 SE of 8th	1/28/2020		In Review
20033	Authorized Work	Replace front, south side and rear fence with new grapestakefence in the same location. The frontfence will be 4' high. The south sideyard fence shall be composed of fence panels that step to follow the grade inthe pattern of the existing fence panels. The maximum height of the south side yard fence panels shall be limited to the existing non-conforming height of 7'. The rear fence panels and trellis panels must also step to follow thegrade in the pattern of the existing fence. The rear fence shall be limited to 6'-6" in height topped by a 1' highwood trellis to match the existing fence height and trellis. 811 Ticket	Casanova, 2 NE of 12th Avenue	1/21/2020	1/27/2020	Approved

		#: X002701744-00X. Contractor: Nadab Lopez, Iherson's Construction & Renovation. Contractor Phone #: (831) 905-0091.				
20032	Business License	1. This business license BL 20-032 (Carmel Nails Shoppe) authorizes use of a 300 square foot commercial business space offering the following goods and services. a. Primary Use: This use is classified as a beauty salon (NAICS 812113): i. This U.S. industry comprises establishments primarily engaged in providing nail care services, such as manicures, pedicures, and nail extensions. ii. Two stations are permitted under this approval.	SEC 7th & San Carlos, Suite G	1/27/2020	1/31/2020	In Review
20031	Design Study	New stone garden wall & painted metal gate to replace existing painted metal fence & gate.	Sand & Sea Lot 8 (San Antonio & 4th)	1/27/2020		In Review
20030	Banners	Installation of 10 double banners along Ocean Avenue and 1 banner at Sunset Center from August 5, 2020 - August 12, 2020.		1/27/2020	1/29/2020	Approved
20029	Sign	Sign. Le Souffle - sign to be at the same location of current hanging sign at the entry on corner of SEC of Dolores & 5th.	SEC of Dolores & 5th	1/27/2020		In Review
20027	Sign	Temporary Sign: Catch Restaurant	2 SW of Ocean & Lincoln	1/24/2020	1/28/2020	Approved
20026	Business License	1.Primary Use: This business license is issued to the property owner(s) with a primary classification of NAICS 531110 (Lessor of Residential Dwellings and Buildings).a.Other goods or services not directly related to the authorizations listed in conditions #1, and #2 are prohibited unless a separate business license application is submitted to the City.2.This business license authorizes the use of Unit #1, Unit #2, & Unit #3 as a transient (short-term) rental units that may be rented for a period of time that is less than 30 days. The number of units shall not be increased unless a separate application is submitted to the City.	San Carlos, 2 NW of Sixth	1/24/2020	1/30/2020	In Review
20025	Banners	Installation of 5 double banners along Ocean Avenue from November 5, 2020 - December 21, 2020.		1/24/2020		In Review
20024	Banners	Installation of 5 double banners along Ocean Avenue from September 24, 2020 - October 10, 2020		1/24/2020		In Review
20023	Banners	Installation of 5 double banners along Ocean Avenue from July 31, 2020 - September 21, 2020		1/24/2020		In Review

20022	Landscape Plan Check/Inspection	Approval of new landscaping including artificial grass; a new gas fire pit; the addition of stone cladding on an existing garden wall; and, repairing termite damage to the existing street side yard fencing (no change in fence height).	NWC Torres & 9th Avenue	1/24/2020		In Review
20021	Use Permit	New Use Permit	Dolores, 3 NW of 7th	1/23/2020		In Review
20020	Design Study	Adjustment update to approved design study application DS 19-377. Carport conversion to garage with existing utility shed. Revision consists of extending dormer to the north and changes in elevations	San Carlos, 2 NW of 2nd	1/22/2020		In Review
20019	Banners	Installation of 5 double banner poles and 1 at Sunset Center from June 12, 2020 - June 22, 2020.		1/21/2020		In Review
20018	Sign	Sign. Me Too! Salon	Pantiles Court Unit 5, Dolores between 5th & 6th	1/21/2020		Closed
20017	Business License	This business license BL 20-017 (Me...Too! Salon) authorizes use of a 230 square foot commercial business space offering the following goods and services. Primary Use: This use is classified as a beauty salon (NAICS 812112): Primarily engaged in one or more of the following: (1) cutting, trimming, shampooing, coloring, waving, or styling hair; (2) providing facials; and (3) applying makeup (except permanent makeup). Ancillary Use: The Ancillary Use shall be classified as a hair care product retailer (446120): The retail sale of hair care products is allowed as an ancillary use and shall not exceed more than 10% of the total retail display area occupied by all merchandise.	Pantiles Court, Unit 5, Dolores Between 5th & 6th	1/21/2020	1/27/2020	Approved
20016	Design Study	Approval of a revision to DS 18-181 (Salehi) to install a new 2' x 4' skylight on the south facing ridge above the kitchen.	San Carlos, 4 NE of 1st	1/17/2020	1/17/2020	Approved
20015	Design Study	This approval of Design Study (DS 20-015) authorizes the installation of a gas fire pit surrounded by a stacked flagstone edge at the rear of the residence. The project also proposes the terracing of a slope from the residence to the firepit. The project shall be consistent with the plans on file with the city dated received January 15, 2020, except as modified by the conditions of approval.	Camino Real, 2 NW of 4th	1/15/2020	1/27/2020	Approved
20014		DO NOT USE				Pending Assignment

20013	Design Study	Add a 65 sf deck off the second story at the master suite on the east side of the house, add french doors to the deck; add french doors to the patio at the back of the add & add (4) exterior lights.	SEC San Carlos and 11th	1/15/2020		Corrections Required
20012	Landscape Plan Check/Inspection	Landscape plan	26174 Dolores	1/14/2020		In Review
20011	Preliminary Site Assessment	Remodel and addition to an existing one story single family home 962 sf in size. Proposed addition will extend the rear of the house and add a second story bringing the total house size up to approximately 1,574 sf. Remove existing carport and construct a new one car garage. Remove existing storage structure at rear of house. New hardscape and landscape.	Torres, 3 SE of 1st Avenue	1/14/2020		In Review
20010	Sign	Sign. Mission Bistro	Mission Street W/S between Ocean & Seventh	1/8/2020	1/27/2020	Approved
20009	Sign	Commercial Sign: Coldwell Banker	Junipero, 2 SW of 5th	1/7/2020	1/23/2020	Approved
20008	Business License	Business License:Name change from Bolen Fransen Sawyers LLP to Sullivan McGregor & Doerr LLP	Villa Carmel Building, Suite #4a, SWC Mission and 4th	1/7/2020		Corrections Required
20007	Business License	Attorney Office	NWC Lincoln & 8th	1/7/2020	1/7/2020	Approved
20006	Authorized Work	* Hand dug 10" X 12" deep test trenches to explore for presence of any oak tree roots. * Remove failing fence along east property line. There is a redundant fence adjacent that belongs to the east neighbor that shall remain untouched. Contractor: Fischer Construction Inc. Contractor State License #: 948201 City Business License #: 26041 Tel: 831. 277. 4952	Monte Verde, 3 SE of 11th	1/6/2020	1/6/2020	Approved
20005	Authorized Work	Carmel stone threshold in front of driveway doors to replace gravel. Total of 35 ft. Contractor: Dmitri Blanchard Masonry. Contractor State License #: 984377 City Business License #: 26040 Tel: 831. 601. 3078	SEC Mission & Vista	1/6/2020	1/6/2020	Approved
20004	Use Permit	Use Permit - Classic french & savory & sweet souffles.	SEC of 5th Avenue & Dolores Street	1/3/2020	1/21/2020	Approved
20003	Design Review	This approval of Design Review (DR 20-003, Parashis) authorizes minor window and exterior door modifications and the construction of a 300-square-foot, second-floor deck, accessory to a 2,118-square-foot second floor apartment, located at the northwest corner of Dolores Street and 6th Avenue in the Central Commercial (CC) Zoning	NWC Dolores & 6th	12/6/2019	1/3/2020	Approved

		District, as depicted in the plans prepared by Lee Jagoe Architecture, Inc., dated received by Community Planning & Building on January 2, 2020, unless modified by the conditions of approval.				
20002	Design Review	1) The installation of a white TPO 50 mil single-ply membrane over the existing cap sheet roof at Building 2 of the Carmel Plaza, (Mission Street, 2 SE of Ocean) and Building 10 (Mission, 4 SE of Ocean), not visible from exterior locations. 2) The replacement of existing roof tiles and installation of new concrete reddish-brown roof tiles on Building 9E of the Carmel Plaza, (north side of 7th, 2 east of Mission) and building 10 (Mission, 4 SE of Ocean).	Carmel Plaza, SE corner of Mission St. and Ocean Ave.	1/2/2020	1/7/2020	Approved
20001		Test Permit - DO NOT USE				Pending Assignment

Total Records: 37

2/18/2020



Building Permit Report

01/01/2020 - 01/31/2020

Permit #	Date Submitted	Date Approved	Project Description	Valuation	Permit Type	Property Location
200043	1/31/2020	1/31/2020	Residential. Replace 75 gallon water heater and circular pump. Contact: A & R Plumbing	3,200	Plumbing	Lincoln 4 NE of Santa Lucia
200042	1/23/2020	1/28/2020	Residential. Remove old window and install new wood window. New window shall match existing size and style. Contact: Sten Ricketts	0	Exempt Work	Dolores 3 SE of 11th
200041	1/28/2020		Commercial. Plumbing additions and modifications associated with BP 20-038.	0	Plumbing	SE Corner Dolores & 5th
200040	1/28/2020		Commercial. Mechanical additions and modifications associated with BP 20-038.	0	Mechanical	SE Corner Dolores & 5th
200039	1/28/2020		Commercial. Electrical additions and modifications associated with BP 20-038.	0	Electrical	SE Corner Dolores & 5th
200038	1/28/2020		Commercial. Interior remodel of an (e) restaurant into a new restaurant. Replace (e) finishes, lighting, electrical, and kitchen equipment. Contact: Lisa Foreman	50,000	Building	SE Corner Dolores & 5th
200037	1/28/2020	1/28/2020	Residential. Replacement of windows around the front cabin. Utilizing existing openings, no changes in framing. New windows to be wood-clad windows. Replace (e) french door with (n) window panes utilizing safety glazing in the same opening, no framing or header changes. Contact: Daniel Dugan	0	Exempt Work	Monte Verde 2 SE of 12th

200036	1/27/2020	1/27/2020	Residential. Remove cal-shake & replace with new landmark TL composition. Color to be "Old Overton". Contact: D Cooper Roofing	9,680	Roofing	Lincoln 5 NE of 2nd
200035	1/27/2020	1/27/2020	Residential. Addition of Tesla charging station. Contact: Searle Electric	1,000	Electrical	Lobos 2 SW of 2nd
200034	1/27/2020	1/31/2020	Residential. Remodel bathroom. Remove old vanity, toilet and tub and replace with new in same location. Contact: Thinh Vu	5,000	Plumbing	26000 Junipero St
200033	1/24/2020	1/24/2020	Residential. Replace electrical panel and riser. Contact: Elite Electric Services	2,380	Electrical	Santa Fe 5 NE of 2nd
200032	1/23/2020	1/23/2020	Residential. Replace (e) water service from meter to house approx 50' with new 2" copper type L. Contact: A & R Plumbing	6,200	Plumbing	Santa Rita 2 NW of 3rd
200031	1/23/2020	1/23/2020	Residential. Tear off wood shake roof and replace with Presidential TL comp shingles in color "Autumn Blend". Roof to meet class "A" fire retardant assembly requirements. Contact: Wolfy's Roofing	16,000	Roofing	Lobos 2 NW of 1st
200030	1/22/2020	1/22/2020	Residential. Remove (e) 20 year comp roof and install new 30 lb felt and 20 yr comp roof. Contact: Lobato Roofing	10,000	Roofing	SE Corner of Scenic & 11th
200029	1/22/2020	1/22/2020	Residential. Interior renovations to kitchen and bathroom to include replacement of counter tops, cabinets, flooring, tile replacement and paint interior. Contact: Scott Yates property Maintenance	0	Exempt Work	Dolores 5 NE of 6th
200028	1/22/2020	1/22/2020	Commercial. remove and replace (e) tile roofs. Install new 50 mil single-ply DuroLast membrane over existing cap sheet, built-up roof. replace gutters and downspouts. Contact: Scudder Roofing	252,000	Roofing	SW Corner Ocean & Junipero
200027	1/21/2020	1/21/2020	Residential. Replacement of hot water heater. Contact: Katco Plumbing	2,500	Plumbing	Dolores 2 NW of 2nd
200026	1/21/2020	1/23/2020	Commercial. Demolish shower walls, replace shower and bathroom floor. Contact: Melyssa Smith	4,000	Plumbing	SE Corner Camino Real & Ocean
200025	1/21/2020	1/21/2020	Residential. Window replacement of three windows. New windows to be wood only. Steele Tape Construction	0	Exempt Work	NE Corner Perry

						Newberry & 6th
200024	1/17/2020	1/17/2020	Residential. Replace 60' of 4" cast iron pipe with 4" ABS, new straps and re-grade. Contact: Mr. Rooter Plumbing	5,000	Plumbing	7th 2 SE of San Carlos
200023	1/16/2020	1/16/2020	Commercial. Changing (e) meter main electrical panel for a new panel. Contact: Triad Electric Inc	4,900	Electrical	Junipero 2 NE of 4th
200022	1/16/2020		Residential. Demolition and rebuild of an exterior landing and stairs.	2,000	Building	SW Corner Lincoln & 9th
200021	1/15/2020	1/24/2020	Residential. Plumbing additions and modifications associated with BP 20-019.	0	Plumbing	Torres 2 NE of 4th
200020	1/15/2020	1/24/2020	Residential. Electrical additions and modifications associated with BP 20-019.	0	Electrical	Torres 2 NE of 4th
200019	1/15/2020	1/24/2020	Residential. Remodel (e) bathroom, install new fixtures, new tile, convert shower to tub, install heated towel rack. Contact: Wayne Wood Construction	5,000	Building	Torres 2 NE of 4th
200018	1/14/2020		Commercial. AT&T wireless facility modification	45,000	Building	SW Corner Junipero & 7th
200017	1/14/2020	1/14/2020	Residential. Remove and replace approx 65' of (e) patio fence due to rotting posts. Rebuild fence in same location with same look and materials. Fence to be replaced in-kind with height not to exceed 5'10". Contact: John Kopacz	0	Exempt Work	SE Corner Lobos & 2nd
200016	1/13/2020	1/13/2020	Residential. Remove comp roof. Replace with Certainteed Landmark TL shingles in Gray color. Contact: Premo Roofing Co	7,970	Roofing	Monte Verde 2 NW of 9th
200015	1/13/2020	1/13/2020	Residential. Remove composition shingle roof on one side of house and replace with new 30 year comp shingle roof. Contact: D Cooper Roofing	5,600	Roofing	Lobos 3 SW of 1st
200014	12/27/2019		Commercial. Plumbing additions and modifications associated with BP 19-746.	0	Plumbing	Carmel Plaza Suite #101
200013	12/27/2019		Commercial. Mechanical additions and modifications associated with BP 19-746.	0	Mechanical	Carmel Plaza Suite #101
200012	12/27/2019		Commercial. Electrical additions and modifications associated with BP 19-746.	0	Electrical	Carmel Plaza Suite #101

200011	1/10/2020	1/24/2020	Residential. Remove & replace bathroom vanities and counters. Remove and replace toilets. Remove & replace tile in upstairs shower. Contact: RJ Construction	38,000	Plumbing	Lopez 7 NW of 4th
200010	1/9/2020	1/13/2020	Residential. Hand dig around tree(s) to determine if roots will be impacted during construction. Contact: Dan Malone	0	Exempt Work	Mission 2 NE 11th
200009	1/9/2020	1/9/2020	Residential. Replacement of (e) door with (n) solid core wood door in same foot print. Contact: Home Depot	0	Exempt Work	Forest 5 SW of 7th
200008	1/8/2020		Residential. Single family residential remodel and addition. Convert existing attached garage to living space and construct new detached garage. New exterior doors and windows, siding, roofing, and hardscape.	550,000	Building	Perry Newberry 2 SW 4th
200007	1/8/2020	2/11/2020	Commercial. Replace corroded gas pipes. No appliance change or quick connect valve installation authorized under this permit. Contact: JT Plumbing	1,700	Plumbing	Mission 2 SW of 5th
200006	1/7/2020	1/7/2020	Residential. Replacement of water heater. Replacing Bradford-White tank water heater with new Bradford-White tank. Contact: Katco Plumbing	1,200	Plumbing	Dolores 3 SW of 13th
200005	1/6/2020		Commercial. Pull (pipe burst) new' poly sewer lateral through existing lateral and tie back onto city main.	20,000	Plumbing	SEC of 4th & San Carlos
200004	1/3/2020	1/23/2020	Residential. Replace approx 12' of old 6" cast iron drain pipe with new 6" ABS drain pipe. Contact: Clifton Plumbing	2,000	Plumbing	Mission 4 NE of 5th
200003	1/2/2020	1/31/2020	Residential. Demolition of garage foundation due to tree root damage. Pour new foundation, install rebar. Contact: David Anthony	8,000	Building	5012 Monterey St
200002	1/2/2020	1/2/2020	Commercial. Tear off (e) roof system and install 60 mil TPO (Gray color) over 2 plys F.R. base. Contact: Williams Roofing Co	5,000	Roofing	Mission 2 SW of 5th
200001			Residential	1,199	Building	

Total Records: 43

2/18/2020



Code Compliance Report

01/01/2020 - 01/31/2020

Case #	Case Type:	Status	Location	Problem Description	Date Received	Date Closed
20021	Storm Water Violation	Closed	7th NE of Lincoln	Power washing into street	1/30/2020	1/30/2020
20020	Building Violation	Closed	San Antonio NE of 8th	Construction without permit	1/29/2020	1/29/2020
20019	Property Maintenance	Open	E Mission between Ocean and 7th	Windows in disrepair	1/29/2020	
20018	Skin Care Complaint	Closed	Ocean SE of Monte Verde	Soliciting sales outside of business	1/28/2020	1/28/2020
20017	Lighting Violation	Open	Monte Verde 3 SW of 12th	Bright exterior light	1/27/2020	
20016	Lighting Violation	Open	Mission 2 SW of Alta	Bright exterior light	1/24/2020	
20015	Right of way Violation	Closed	Camino Real SW of 10th	Cone in ROW	1/22/2020	1/22/2020
20014	Right of way Violation	Closed	8th NE of Monte Verde	Portable toilet in parking space	1/22/2020	1/22/2020
20013	Building Violation	Closed	Carmelo 2 NW of 7th	Construction site maintenance	1/13/2020	1/27/2020
20012	Storm Water Violation	Closed	San Carlos SW of 7th	Power washing in street	1/14/2020	1/14/2020

20011	Building Violation	Closed	SE Corner of Ocean and Camino Real	Bathroom remodel without permit	1/15/2020	1/27/2020
20010	Skin Care Complaint	Closed	Ocean NE of Dolores	Soliciting sales outside of business	1/14/2020	1/14/2020
20009	Business License Violation	Open	SE Corner of San Carlos and 7th	New location without license	1/13/2020	
20008	Sign Violation	Closed	Ocean	Closing signs	1/9/2020	1/9/2020
20007	Sign Violation	Closed	Ocean	Large signs on window	1/9/2020	1/9/2020
20006	Right of way Violation	Closed	7th NE of Dolores	Trash cans blocking sidewalk	1/9/2020	1/9/2020
20005	Business License Violation	Closed	Junipero NE of 5th	Operating without a license	1/6/2020	1/13/2020
20004	Tree Violation	Closed	NW Corner of Santa Rita and 2nd	Tree cutting	12/30/2019	1/3/2020
20003	Storm Water Violation	Closed	San Carlos 2 NE of Camino Del Monte	Water discharge in street	1/3/2020	1/6/2020
20002	Right of way Violation	Closed	San Carlos SW of Ocean	Chairs in sidewalk	1/3/2020	1/3/2020
20001	Health and Safety Code Violation	Closed	Lincoln SE of Ocean	Receptacles and trash in sidewalk	1/2/2020	2/2/2020

Total Records: 21

2/18/2020



Encroachment Permit Report

01/01/2020 - 01/31/2020

Permit #	Permit Type	Date Submitted	Project Description	Property Location	Date Issued	Status
200027	Temp Ench	1/30/2020	PG&E to replace overhead transformers and install underground cable in applicant-installed conduit. Contact: PG&E (831) 235-3210	SW Corner Guadalupe & 1st	2/3/2020	Approved
200026	Temp Ench	1/30/2020	Temporary sidewalk paving. Contact: Houlihan Development & Engineering (831) 626-2919	SW Corner Dolores & 5th	1/30/2020	Approved
200025	Temp Ench	1/30/2020	Partial renovation of Harrison Memorial Library requiring material and equipment deliveries and sidewalk closure on 6th street at areas adjacent to library rear door. Parking for 5 construction vehicles at 6th street as well as on east side of Lincoln between Ocean and Sixth Street. Contact: Avila Construction (831) 327-3177	NE Corner Ocean Ave & Lincoln Street	1/30/2020	Approved
200024	Temp Ench	1/28/2020	Placement of a work truck and dumpster in three 10-minute parking stalls along Dolores. Contact: Lisa Foreman (415) 596-9795	SE Corner Dolores & 5th	1/29/2020	Approved
200023	Temp Ench	1/27/2020	Pouring concrete foundation, need space to safely maneuver and park concrete truck. Contact: Giles Healey (831) 601-1152	Monte Verde 3 NE of 6th	1/28/2020	Approved
200022	Temp Ench	1/27/2020	Remove & replace 8'x4' asphalt patch & 10'2' asphalt patch on separate sides of the street. Contact: MPE (831) 393-9472	Mission 100' South of 1st	1/28/2020	Approved
200021	Temp Ench	1/27/2020	10'x4' asphalt patch on Lincoln st. Contact: MPE (831) 383-9472	Lincoln 140' NW of 10th	1/28/2020	Approved

200020	Temp Ench	1/24/2020	Repair of exterior deck to match existing. Encroachment for temporary scaffolding.	NE Corner of Ocean and San Carlos		In Review
200019	Temp Ench	1/24/2020	Sewer Lateral replacement. Contact: Rooter King of Monterey County (831) 235-3822	Junipero 5 NE of 8th	1/27/2020	Approved
200018	Temp Ench	1/17/2020	Place POD storage container in front of home from 1/24/2020 - 2/24/2020. Contact: Roger Wright (707) 287-3199	10th 2 NW of Camino Real	1/23/2020	Approved
200017	Temp Ench	1/16/2020	Replace sewer line from residence to main line for approx 60'. Contact: R.K. Wilson Plumbing (831) 915-1101	NW Corner Guadalupe & 1st	1/21/2020	Approved
200016	Driveway	1/14/2020	Demolition of concrete driveway and replacement with sand-set pavers. Contact: RNS Inc (831) 272-1030	Lincoln 5 NE of 2nd	1/28/2020	Approved
200015	Temp Ench	1/14/2020	6'x6' asphalt patch in roadway for CalAm repair. Condition: A Traffic Control Plan be submitted and approved before work begins. Contact: MPE (831) 383-9472	Scenic 125' NE of 8th	1/21/2020	Approved
200014	Temp Ench	1/13/2020	PG&E to excavate 4' x 4' bellhole to repair leak. PM# 35088368. Contact: PG&E (831) 235-0041.	Dolores 4 NE of Santa Lucia	1/13/2020	Approved
200013	Temp Ench	1/13/2020	Replace sewer line from existing clean out to roadway for approximately 30'. Contact: R. K. Wilson Plumbing (831) 915-1101	Scenic 3 SE of 10th	2/10/2020	Approved
200012	Temp Ench	1/13/2020	PG&E to excavate 4' x 5' bellhole to repair gas leak. PM# 44145183. Contact: PG&E (408) 833-3444	Dolores 4 NE of Santa Lucia	1/28/2020	Approved
200011	Temp Ench	1/13/2020	PG&E to excavate 4' x 5' bellhole to repair gas leak. PM# 44119797. Contact: PG&E (408) 833-3444	Carpenter 2 NW of 5th	1/28/2020	Approved
200010	Temp Ench	1/9/2020	Transfer cables and place ground bed. ATT Job #A000GHTM. Contact: AT&T (559) 454-4900	NE Corner Carmelo & 11th	1/27/2020	Approved
200009	Temp Ench	1/9/2020	Sewer lateral replacement, installation of SRV and BPD. Contact: Rooter King (831) 235-3822	5th 2 NE of Perry Newberry	1/9/2020	Approved
200008	Temp Ench	1/7/2020	PG&E to replace overhead electrical equipment. PM# 35122469. Contact: PG&E (831) 235-0041	NE Corner Monte Verde & 11th	1/27/2020	Approved
200007	Temp Ench	1/7/2020	Pull new 4" poly sewer lateral through existing c.i. lateral and tie back into 6x4" City wy.	NE Corner San Carlos & 4th		

200006	Temp Ench	1/6/2020	Monte Verde - Install 903' 2" PL gas main and modify services. 5 services to be transferred to new main - 10 services will be inserted through existing services - 17 services will be replaced adjacent to existing. Casanova - Install 982' 2" PL gas main and modify services. 5 services to be transferred to new main - 25 services will be replaced. Contact: PG&E (831) 574-9590		1/8/2020	Approved
200005	Temp Ench	1/6/2020	Closure of Dolores St for crane to load roof top equipment. Contact: Terra Nova Ind (925) 817-8726	Lincoln 5 NE 6th	1/16/2020	Approved
200004	Temp Ench	1/3/2020	Replacement of sewer lateral, installation of two way clean out with SRV and BWV. Contact: Rooter King of Monterey County (831) 394-5315	Monte Verde 4 NE of 3rd	1/6/2020	Approved
200003	Temp Ench	1/3/2020	Repair of storm drain in ROW. Contact: Clifton Plumbing (831) 393-3470	Mission 4 NE of 5th	1/27/2020	Approved
200002	Temp Ench	1/2/2020	Replace approx 80' of sewer line and install SRV & BFD. Contact: RK Wilson Plumbing (831) 915-1101.	3rd 2 NW of Dolores	1/3/2020	Approved
200001						

Total Records: 27

2/18/2020



CITY OF CARMEL-BY-THE-SEA

Monthly Report

Public Safety

March 2020

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

AMBULANCE REPORT

Summary of Carmel Fire Ambulance January 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 January 2020 the ambulance was able to meet the performance measure. The response time was 100% with (0) code-3 calls over 5 minutes.

37 Calls for service in CBTS Average response time: 2:38min.
28 Code 3 medical calls for service –No calls over 5:00 min.

AMR Responded to 5 calls for service in CBTS during the month of January.

- 1 calls to cover Carmel's Ambulance while on a call within CBTS.
- 2 calls covering the Carmel Ambulance while on a call outside CBTS.
- 0 calls cancelled when Carmel's Ambulance responded.
- 2 calls when Carmel's Ambulance wasn't on any calls.

MONTEREY FIRE REPORT

Summary of Monterey Fire January 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 January 2020 the fire department was able to meet the performance measure. The response time was 98% with (1) code-3 call over 5 minutes.

60 total calls for service in CBTS Average response time: 2:55 min.
41 total Code-3 calls

*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%.

**There were three additional calls for service with a reponse time over five minutes. These were non-emergency calls classified as Code 2.*

BEACH FIRES

There were 3 illegal beach fire recorded during the month of Janaury and 1 propane fire.



RESPONSE SUMMARY REPORT BY DISTRICT

27015 CARMEL-BY-THE-SEA FIRE AMBULANCE

Alarm Dates: 1/01/2020 to 1/31/2020



MEDICAL RESPONSES CARMEL CITY

INCIDENT	PRIORITY	DATE	ALARM	ARRIVAL	RESPONSE	CALL CLEARED	STREET
200101-CFA00001	Emergent	1/1/2020	12:46:37 AM	12:48:25 AM	0:01:48	1:00:59 AM	SAN CARLOS ST / 7TH AVE
200101-CFA00004	Emergent	1/1/2020	11:13:38 AM	11:15:36 AM	0:01:58	11:38:40 AM	OCEAN AND SCENIC
200102-CFA00009	Emergent	1/2/2020	12:33:57 PM	12:34:28 PM	0:00:31	12:53:34 PM	1 DEL MAR
200103-CFA00012	Emergent	1/3/2020	1:00:23 PM	1:01:40 PM	0:01:17	1:35:48 PM	SAN CARLOS ST / OCEAN AVE
200106-CFA00021	Emergent	1/6/2020	1:52:14 PM	1:52:31 PM	0:00:17	2:27:00 PM	OCEAN AVE / 6TH ST
200108-CFA00027	Emergent	1/8/2020	1:35:56 AM	1:39:54 AM	0:03:58	1:48:34 AM	LINCOLN ST / 12TH AVE
200108-CFA00032	Emergent	1/8/2020	9:11:53 PM	9:12:50 PM	0:00:57	10:02:57 PM	LINCOLN ST / 8TH AVE
200109-CFA00035	Emergent	1/9/2020	6:59:09 PM	7:01:39 PM	0:02:30	7:40:00 PM	LOBOS ST / 4TH AVE
200109-CFA00036	Emergent	1/9/2020	9:37:33 PM	9:38:32 PM	0:00:59	10:12:14 PM	DOLORES ST / OCEAN AVE
200112-CFA00045	Emergent	1/12/2020	2:38:40 PM	2:39:23 PM	0:00:43	2:42:00 PM	DOLORES ST / 8TH AVE
200112-CFA00046	Emergent	1/12/2020	5:39:07 PM	5:40:15 PM	0:01:08	6:12:00 PM	4TH AVE / MISSION ST
200117-CFA00055	Emergent	1/17/2020	3:02:03 AM	3:06:00 AM	0:03:57	3:54:17 AM	MONTE VERDE ST / 9TH AVE
200117-CFA00056	Emergent	1/17/2020	7:34:03 AM	7:36:02 AM	0:01:59	7:42:43 AM	LINCOLN AND 7TH
200117-CFA00059	Emergent	1/17/2020	6:28:56 PM	6:30:32 PM	0:01:36	6:54:00 PM	DOLORES ST / 3RD AVE
200120-CFA00066	Emergent	1/20/2020	12:46:31 PM	12:48:24 PM	0:03:29	1:33:27 PM	OCEAN AVE / TORRES ST
200122-CFA00073	Emergent	1/22/2020	4:07:23 AM	4:10:52 AM	0:03:29	4:47:10 AM	6TH AVE / DOLORES ST
200122-CFA00078	Emergent	1/22/2020	6:02:48 PM	6:03:54 PM	0:01:06	6:13:06 PM	JUNIPERO AVE / 4TH AVE
200123-CFA00082	Emergent	1/23/2020	12:32:56 PM	12:34:35 PM	0:01:39	1:25:04 PM	OCEAN AVE / TORRES ST
200124-CFA00083	Emergent	1/24/2020	1:22:44 AM	1:26:14 AM	0:03:30	1:39:44 AM	JUNIPERO AVE / 4TH AVE
200125-CFA00088	Emergent	1/25/2020	7:22:26 AM	7:25:00 AM	0:02:34	7:59:00 AM	DOLORES ST / 7TH AVE
200125-CFA00089	Emergent	1/25/2020	1:20:01 PM	1:22:00 PM	0:01:59	1:46:00 PM	JUNIPERO AVE / OCEAN AVE
200126-CFA00091	Emergent	1/26/2020	3:23:23 AM	3:27:06 AM	0:03:43	4:09:00 AM	LINCOLN ST / 12TH AVE
200126-CFA00096	Emergent	1/26/2020	7:36:24 PM	7:39:02 PM	0:02:38	8:43:50 PM	13TH AVE / SAN ANTONIO AVE

200127-CFA00097	Emergent 1/27/2020	10:15:23 AM	10:18:35 AM	0:03:12	10:59:07 AM	CAMINO REAL ST / 8TH AVE
200129-CFA00106	Emergent 1/29/2020	1:35:17 PM	1:35:44 PM	0:00:27	1:39:38 PM	DOLORES ST / 7TH AVE
200129-CFA00109	Emergent 1/29/2020	9:28:39 PM	9:30:29 PM	0:01:50	9:43:00 PM	MISSION ST / 7TH AVE
200131-CFA00113	Emergent 1/31/2020	2:53:35 AM	2:58:12 AM	0:04:37	3:47:00 AM	2957 FRANCISCAN WAY
200131-CFA00114	Emergent 1/31/2020	9:32:31 AM	9:37:23 AM	0:04:52	10:24:15 AM	26047 ATHERTON DR

NUMBER OF EMS INCIDENT	28	AVERAGE RESPONSE	0:02:14
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FIRE RESPONSES CARMEL CITY

INCIDENT	PRIORITY	DATE	ALARM	ARRIVAL	RESPONSE	CALL CLEARED	STREET
200101-CFA00006	Emergent	1/1/2020	9:06:22 PM	9:08:47 PM	0:02:25	9:21:22 PM	MONTE VERDE ST / OCEAN AVE
200106-CFA00018	Emergent	1/6/2020	12:38:43 AM	12:41:50 AM	0:03:07	12:49:49 AM	LINCOLN ST / 7TH AVE
200108-CFA00028	Emergent	1/8/2020	10:06:01 AM	10:07:41 AM	0:01:40	10:09:48 AM	OCEAN AVE / TORRES ST
200108-CFA00029	Emergent	1/8/2020	10:32:44 AM	10:34:48 AM	0:02:04	10:36:43 AM	6TH AVE / SAN CARLOS ST
200112-CFA00044	Emergent	1/12/2020	11:57:39 AM	12:00:38 PM	0:02:59	12:02:00 PM	11TH AVE / DOLORES ST
200118-CFA00061	Emergent	1/18/2020	12:37:40 PM	12:40:16 PM	0:02:36	12:50:00 PM	4TH AVE / GUADALUPE ST
200120-CFA00068	Non-Emer	1/20/2020	4:55:25 PM	5:01:07 PM	0:05:42	5:13:20 PM	LINCOLN ST / 10TH AVE
200121-CFA00069	Non-Emer	1/21/2020	9:33:00 AM	9:36:00 AM	0:03:00	9:38:00 AM	DOLORES/7TH
200121-CFA00072	Emergent	1/21/2020	5:37:31 PM	5:41:14 PM	0:03:43	5:43:57 PM	S MOUNTAIN VIEW AVE / CRES

NUMBER OF FIRE INCIDENT	9	AVERAGE RESPONSE	0:03:02
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TOTAL CARMEL CITY INCIDENTS	37	ALL AVERAGE RESPONSE TIME	0:02:38
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RESPONSES BY DISTRICT

INCIDENT	PRIORITY	DATE	ALARM	ARRIVAL	RESPONSE	CALL CLEARED	STREET
CARMEL HIGHLANDS							
INCIDENT							
200108-CFA00031	Emergent	1/8/2020	2:48:10 PM	2:55:45 PM	0:07:35	4:01:38 PM	230 LOWER WALDEN RD
200121-CFA00071	Non-Emer	1/21/2020	2:55:36 PM	3:09:26 PM	0:13:50	3:13:33 PM	47 YANKEE POINT DR
200130-CFA00112	Emergent	1/30/2020	7:19:44 PM	7:31:21 PM	0:11:37	7:49:19 PM	37 MT DEVON RD
200131-CFA00116	Emergent	1/31/2020	2:34:15 PM	2:42:05 PM	0:07:50	4:24:00 PM	250 CORONA WAY
Subtotal		4	Average Response Time		0:10:13	Carmel Highlands	

CYPRESS FIRE

INCIDENT						
200101-CFA00002	Emergent 1/1/2020	7:07:23 AM	7:12:45 AM	0:05:22	8:10:00 AM	ISABELLA AVE / SCENIC RD
200101-CFA00003	Emergent 1/1/2020	12:02:33 PM	12:07:15 PM	0:04:42	1:05:21 PM	26245 CARMEL RANCHO BLVD
200102-CFA00010	Emergent 1/2/2020	4:51:00 PM	4:55:00 PM	0:04:00	5:26:00 PM	26496 MISSION FIELDS ROAD
200105-CFA00015	Emergent 1/5/2020	9:35:12 AM	9:41:11 AM	0:05:59	10:20:00 AM	3850 RIO RD
200105-CFA00016	Emergent 1/5/2020	2:39:58 PM	2:45:02 PM	0:05:04	2:54:54 PM	26245 CARMEL RANCHO BLVD
200106-CFA00022	Emergent 1/6/2020	9:28:10 PM	9:34:10 PM	0:06:00	9:45:00 PM	2870 RIBERA RD
200107-CFA00024	Emergent 1/7/2020	3:13:12 PM	3:15:45 PM	0:02:33	4:24:26 PM	3305 RIO RD
200107-CFA00025	Non-Emergent 1/7/2020	8:02:36 PM	8:10:30 PM	0:07:54	9:06:54 PM	25035 OUTLOOK DR
200107-CFA00026	Emergent 1/7/2020	9:10:00 PM	9:13:06 PM	0:03:06	10:00:00 PM	26128 MESA DR
200109-CFA00033	Emergent 1/9/2020	7:53:14 AM	7:58:30 AM	0:05:16	8:03:35 AM	26135 CARMEL RANCHO BLVD
200109-CFA00034	Emergent 1/9/2020	4:05:02 PM	4:07:06 PM	0:02:04	4:48:16 PM	26245 CARMEL RANCHO BLVD
200111-CFA00042	Emergent 1/11/2020	9:51:27 AM	9:59:15 AM	0:07:48	10:12:32 AM	24865 OUTLOOK DR
200111-CFA00043	Emergent 1/11/2020	12:41:29 PM	12:46:02 PM	0:04:33	1:38:00 PM	24520 OUTLOOK DR
200113-CFA00047	Emergent 1/13/2020	8:19:12 AM	8:23:07 AM	0:03:55	8:26:30 AM	HWY 1 / CARPENTER ST
200113-CFA00048	Emergent 1/13/2020	11:50:46 AM	11:53:03 AM	0:02:17	1:05:52 PM	26245 CARMEL RANCHO BLVD
200114-CFA00049	Non-Emergent 1/14/2020	1:07:13 AM	1:12:38 AM	0:05:25	1:21:17 AM	24554 GUADALUPE ST
200114-CFA00051	Emergent 1/14/2020	5:58:12 PM	6:01:19 PM	0:03:07	6:22:57 PM	26245 CARMEL RANCHO BLVD
200116-CFA00054	Emergent 1/16/2020	3:51:43 PM	3:55:38 PM	0:03:55	4:17:37 PM	24739 GUADALUPE ST
200117-CFA00058	Emergent 1/17/2020	3:29:33 PM	3:31:18 PM	0:01:45	3:48:18 PM	26245 CARMEL RANCHO BLVD
200119-CFA00064	Emergent 1/19/2020	9:06:03 AM	9:08:44 AM	0:02:41	10:13:16 AM	26198 MESA PL
200120-CFA00067	Emergent 1/20/2020	1:52:48 PM	1:56:18 PM	0:03:30	2:19:00 PM	26558 MISSION FIELDS RD
200121-CFA00070	Emergent 1/21/2020	11:27:13 AM	11:33:32 AM	0:06:19	12:20:03 PM	26245 CARMEL RANCHO BLVD
200123-CFA00081	Emergent 1/23/2020	10:20:33 AM	10:23:33 AM	0:03:00	10:58:00 AM	SAN CARLOS ST / ALTA AVE
200126-CFA00092	Emergent 1/26/2020	6:34:17 AM	6:40:18 AM	0:06:01	7:02:31 AM	26245 CARMEL RANCHO BLVD
200126-CFA00093	Emergent 1/26/2020	9:57:48 AM	10:00:52 AM	0:03:04	10:34:09 AM	25195 STEWART PL
200127-CFA00100	Emergent 1/27/2020	3:55:40 PM	4:00:31 PM	0:04:51	4:13:23 PM	201 CROSSROADS BLVD
200128-CFA00102	Emergent 1/28/2020	2:04:54 AM	2:11:10 AM	0:06:16	2:47:09 AM	RIO VISTA DR / CARMEL VALLE
200129-CFA00107	Emergent 1/29/2020	1:47:38 PM	1:52:33 PM	0:04:55	2:32:00 PM	26245 CARMEL RANCHO BLVD
200129-CFA00108	Emergent 1/29/2020	5:33:04 PM	5:36:31 PM	0:03:27	6:22:11 PM	26030 ATHERTON DR
200131-CFA00114	Emergent 1/31/2020	9:32:31 AM	9:37:23 AM	0:04:52	10:24:15 AM	26047 ATHERTON DR
Subtotal	30	Average Response Time		0:04:27	CYPRESS FIRE	

MARINA

INCIDENT						
200110-CFA00039	Emergent 1/10/2020	9:02:46 AM	9:07:30 AM	0:04:44	10:45:15 AM	201 9TH ST
200122-CFA00076	Emergent 1/22/2020	1:49:07 PM	1:55:24 PM	0:06:17	2:49:47 PM	3051 REDWOOD DR
Subtotal	2	Average Response Time		0:05:30	MARINA	

SEASIDE

INCIDENT						
200122-CFA00077	Emergent 1/22/2020	3:21:51 PM	3:36:17 PM	0:14:26	3:48:43 PM	302 HATTEN RD
Subtotal	1	Average Response Time		0:14:26	SEASIDE	

MONTEREY

INCIDENT						
200104-CFA00013	Emergent 1/4/2020	10:55:56 AM	11:05:45 AM	0:09:49	11:55:00 AM	1000 AGUAJITO RD
200106-CFA00020	Emergent 1/6/2020	9:24:01 AM	9:31:00 AM	0:06:59	10:26:00 AM	652 CANNERY ROW
200128-CFA00104	Emergent 1/28/2020	10:32:55 AM	10:35:27 AM	0:02:32	11:13:36 AM	2066 N FREMONT ST
200131-CFA00115	Emergent 1/31/2020	12:16:08 PM	12:20:34 PM	0:04:26	12:45:00 PM	23795 HOLMAN HWY
Subtotal	4	Average Response Time		0:05:56	MONTEREY	

PACIFIC GROVE

INCIDENT						
200102-CFA00008	Emergent 1/2/2020	10:42:41 AM	10:58:13 AM	0:15:32	11:35:00 AM	213 SEVENTEEN MILE DR
200110-CFA00040	Emergent 1/10/2020	11:31:32 AM	11:42:43 AM	0:11:11	12:32:18 PM	109 CENTRAL AVE
200124-CFA00085	Emergent 1/24/2020	12:47:12 PM	12:55:05 PM	0:07:53	1:20:00 PM	625 OCEAN VIEW BLVD
Subtotal	3	Average Response Time		0:11:32	PACIFIC GROVE	

PEBBLE BEACH

INCIDENT						
200103-CFA00011	Emergent 1/3/2020	10:59:51 AM	11:10:38 AM	0:10:47	12:12:24 PM	SPYGLASS HILL RD / STEVENSC
200107-CFA00023	Emergent 1/7/2020	9:21:00 AM	9:31:58 AM	0:10:58	10:41:09 AM	2700 SEVENTEEN MILE DR
200111-CFA00041	Emergent 1/11/2020	5:33:33 AM	5:44:22 AM	0:10:49	6:25:00 AM	4087 PINE MEADOWS WAY
200124-CFA00086	Emergent 1/24/2020	2:21:10 PM	2:27:58 PM	0:06:48	2:29:46 PM	3307 SEVENTEEN MILE DR
200125-CFA00090	Emergent 1/25/2020	10:41:53 PM	10:51:30 PM	0:09:37	11:52:00 PM	3145 SEVENTEEN MILE DR

Subtotal	5	Average Response Time	0:09:48	PEBBLE BEACH
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TOTAL ALL CALLS	86	IL AVERAGE RESPONSE TIME	0:04:31	
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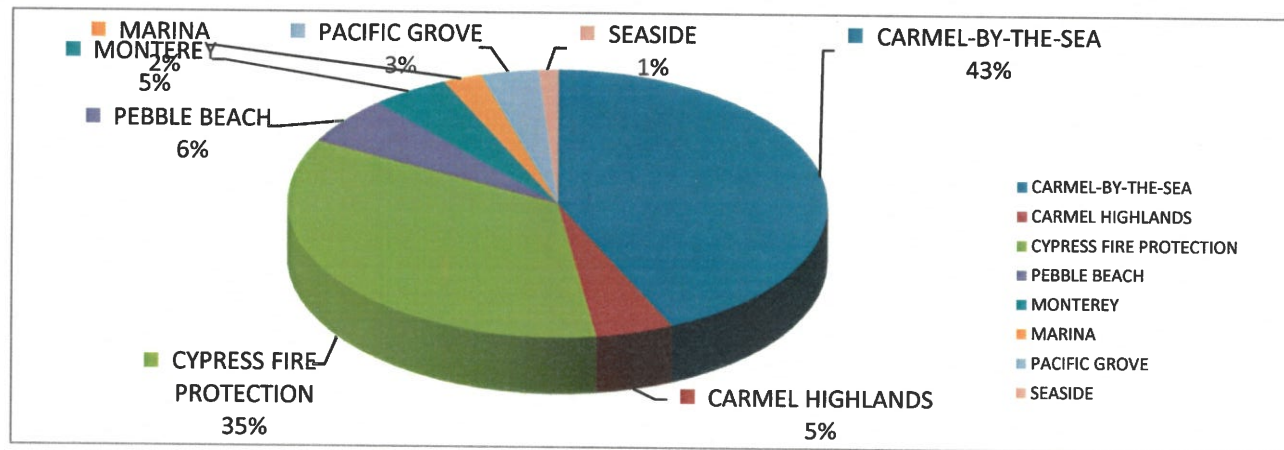
CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT
JANUARY 2020

Response Summary Report by District Type

<u>District Response</u>	<u>Number</u>	<u>Average Response Time</u>
CARMEL-BY-THE-SEA	37	0:02:38
CARMEL HIGHLANDS	4	0:10:13
CYPRESS FIRE PROTECTION	30	0:04:27
PEBBLE BEACH	5	0:09:48
MONTEREY	4	0:05:56
MARINA	2	0:05:30
PACIFIC GROVE	3	0:11:32
SEASIDE	1	0:14:26
Total Responses	86	0:04:31

Percent of code 3 medical responses < 5min

100.00%



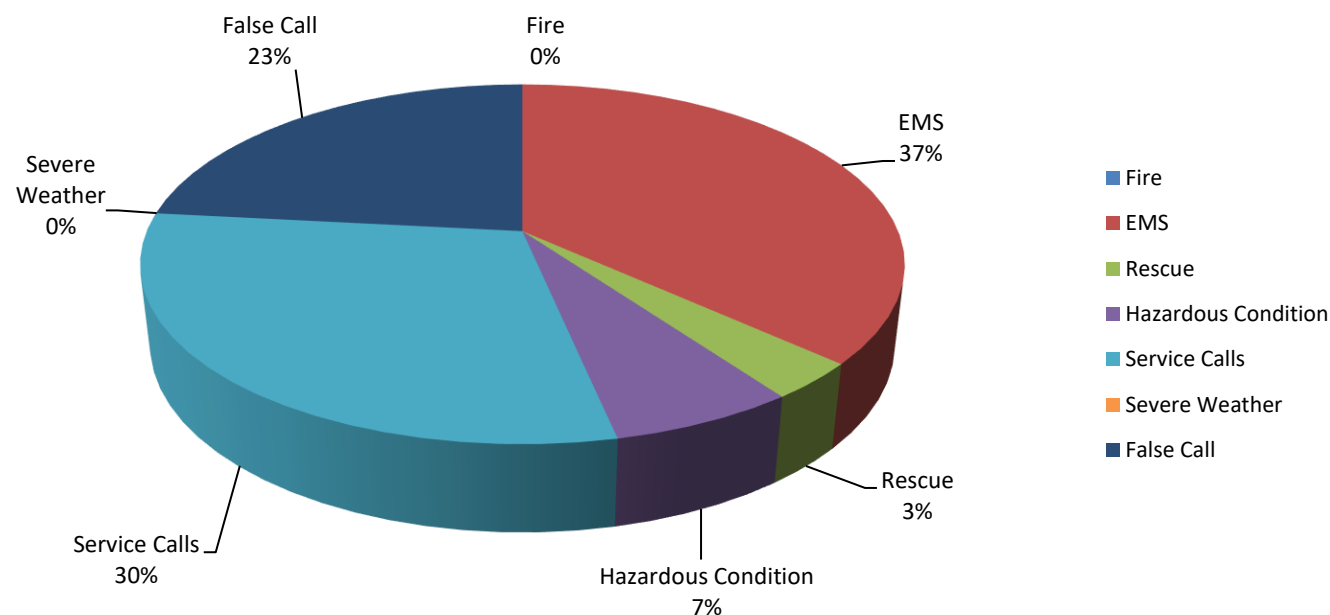


CARMEL-BY-THE-SEA JANUARY 2020 Response Summary Report by Incident Type



Type of Call	Number	Average Response Time
Fire	0	0:00
EMS	22	3:02
Rescue	2	0:59
Hazardous Condition	4	3:17
Service Calls	18	2:50
Severe Weather	0	0:00
False Call	14	3:00

Total Responses	60	2:55
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Total Code 3 Calls:	41
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Response Times for Code 3

Calls ≤ 5 minutes:	98%
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RESPONSE SUMMARY REPORT BY INCIDENT TYPE

27060 CARMEL-BY-THE-SEA

Alarm Date From: 1/1/2020 To: 1/31/2020



INCIDENT	DATE	ALARM	ARRIVAL	RESPONSE	STREET	
251	Excessive heat, scorch burns with no ignition					
20-0000050	1/2/2020	16:49:45	16:50:50	0:01:05	DOLORES	6TH
Subtotal	1	Average Response Time		0:01:05		
311	Medical assist, assist EMS crew					
20-0000045	1/2/2020	12:33:57	12:36:46	0:02:49	SCENIC	OCEAN
20-0000137	1/6/2020	13:52:14	13:52:25	0:00:11	OCEAN	MISSION
20-0000138	1/6/2020	14:09:00	14:11:00	0:02:00	SAN CARLOS	5TH
20-0000418	1/17/2020	18:28:56	18:31:49	0:02:53	DOLORES	3RD
Subtotal	4	Average Response Time		0:01:58		
321	EMS call, excluding vehicle accident with injury					
20-0000132	1/6/2020	9:30:48	9:34:39	0:03:51	CAMINO REAL	8TH
20-0000209	1/8/2020	21:11:53	21:13:54	0:02:01	8TH	LINCOLN
20-0000224	1/9/2020	18:59:09	19:02:38	0:03:29	4TH	LOBOS
20-0000228	1/9/2020	21:37:33	21:39:47	0:02:14	DOLORES	OCEAN
20-0000297	1/12/2020	17:39:07	17:42:33	0:03:26	4TH	MISSION
20-0000398	1/17/2020	3:02:03	3:06:30	0:04:27	MONTE VERDE	9TH
20-0000486	1/20/2020	12:46:31	12:49:15	0:02:44	OCEAN	TORRES
20-0000517	1/22/2020	4:07:23	4:11:11	0:03:48	6TH	DOLORES
20-0000545	1/23/2020	12:32:56	12:35:01	0:02:05	TORRES	OCEAN
20-0000583	1/25/2020	7:22:26	7:25:05	0:02:39	DOLORES	7TH
20-0000590	1/25/2020	13:18:58	13:21:38	0:02:40	JUNIPERO	OCEAN
20-0000602	1/25/2020	23:21:11	23:25:39	0:04:28	SANTA FE	4TH
20-0000605	1/26/2020	3:23:23	3:27:43	0:04:20	LINCOLN	12TH
20-0000619	1/26/2020	19:36:24	19:40:38	0:04:14	13TH	SAN ANTONIO

20-0000630	1/27/2020	10:14:26	10:17:36	0:03:10	CAMINO REAL	8TH
20-0000671	1/29/2020	13:35:17	13:37:16	0:01:59	7TH	DOLORES
20-0000685	1/29/2020	21:28:39	21:30:31	0:01:52	MISSION	7TH
20-0000706	1/31/2020	2:53:35	2:58:54	0:05:19	* 2957 FRANCISCAN	
Subtotal	18	Average Response Time		0:03:16		
331	Lock-in					
20-0000521	1/22/2020	10:20:02	10:20:09	0:00:07	6TH	SAN CARLOS
Subtotal	1	Average Response Time		0:00:07		
364	Surf Rescue					
20-0000011	1/1/2020	11:13:44	11:15:36	0:01:52	OCEAN	SCENIC
Subtotal	1	Average Response Time		0:01:52		
412	Gas leak (natural gas or LPG)					
20-0000027	1/1/2020	21:06:22	21:08:47	0:02:25	MONTE VERDE	OCEAN
20-0000596	1/25/2020	17:44:45	17:48:06	0:03:21	CARPENTER	5TH
Subtotal	2	Average Response Time		0:02:53		
451	Biological hazard, confirmed or suspected					
20-0000046	1/2/2020	13:46:03	13:51:06	0:05:03	* CASANOVA	4TH
Subtotal	1	Average Response Time		0:05:03		
463	Vehicle accident, general cleanup					
20-0000290	1/12/2020	11:57:39	12:00:00	0:02:21	11TH	DOLORES
Subtotal	1	Average Response Time		0:02:21		
522	Water or steam leak					
20-0000189	1/8/2020	10:32:44	10:36:08	0:03:24	6TH	SAN CARLOS
20-0000493	1/20/2020	16:55:25	17:01:07	0:05:42	* 10TH	LINCOLN
20-0000501	1/21/2020	9:33:54	9:36:44	0:02:50	7TH	DOLORES
20-0000592	1/25/2020	13:37:20	13:42:16	0:04:56	TORRES	4TH
Subtotal	4	Average Response Time		0:04:13		

551	Assist police or other governmental agency					
20-0000532	1/22/2020	18:02:41	18:03:47	0:01:06	4TH	JUNIPERO
20-0000554	1/24/2020	1:22:44	1:26:43	0:03:59	4TH	JUNIPERO
Subtotal	2	Average Response Time		0:02:32		
552	Police matter					
20-0000002	1/1/2020	0:46:37	0:49:34	0:02:57	SAN CARLOS	7TH
20-0000296	1/12/2020	14:38:40	14:39:23	0:00:43	DOLORES	8TH
Subtotal	2	Average Response Time		0:01:50		
553	Public service					
20-0000040	1/2/2020	11:42:12	11:42:27	0:00:15	MISSION	8TH
20-0000041	1/2/2020	11:56:37	11:56:37	0:00:00	SCENIC	8TH
Subtotal	2	Average Response Time		0:00:07		
554	Assist invalid					
20-0000180	1/8/2020	1:35:56	1:40:40	0:04:44	LINCOLN	12TH
20-0000401	1/17/2020	7:34:03	7:36:28	0:02:25	LINCOLN	7TH
20-0000459	1/19/2020	11:53:25	11:57:22	0:03:57	4TH	SANTA RITA
Subtotal	3	Average Response Time		0:03:42		
561	Unauthorized burning					
20-0000575	1/25/2020	0:12:15	0:19:29	0:07:14	* SCENIC	SANTA LUCIA
Subtotal	1	Average Response Time		0:07:14		
611	Dispatched & cancelled en route					
20-0000614	1/26/2020	15:48:46	15:49:08	0:00:22	CASANOVA	10TH
Subtotal	1	Average Response Time		0:00:22		
622	No Incident found on arrival at dispatch address					
20-0000133	1/6/2020	10:05:50	10:08:00	0:02:10	LINCOLN	9TH
Subtotal	1	Average Response Time		0:02:10		
661	EMS call, party transported by non-fire agency					
20-0000405	1/17/2020	9:26:28	9:29:42	0:03:14	LORCA	JUNIPERO
Subtotal	1	Average Response Time		0:03:14		

733	Smoke detector activation due to malfunction					
20-0000433	1/18/2020	12:37:40	12:40:16	0:02:36	4TH	GUADALUPE
Subtotal	1	Average Response Time		0:02:36		
735	Alarm system sounded due to malfunction					
20-0000172	1/7/2020	15:41:29	15:44:39	0:03:10	5TH	LINCOLN
Subtotal	1	Average Response Time		0:03:10		
736	CO detector activation due to malfunction					
20-0000095	1/4/2020	11:54:46	11:57:31	0:02:45	13TH	SAN ANTONIO
20-0000109	1/5/2020	5:07:50	5:10:42	0:02:52	3RD	JUNIPERO
20-0000648	1/28/2020	10:29:44	10:31:58	0:02:14	5TH	SAN CARLOS
Subtotal	3	Average Response Time		0:02:37		
743	Smoke detector activation, no fire- unintentional					
20-0000126	1/6/2020	0:38:43	0:41:50	0:03:07	7TH	LINCOLN
20-0000186	1/8/2020	10:06:01	10:08:27	0:02:26	OCEAN	TORRES
20-0000328	1/14/2020	6:22:09	6:25:13	0:03:04	7TH	DOLORES
20-0000404	1/17/2020	9:02:14	9:04:03	0:01:49	6TH	JUNIPERO
20-0000408	1/17/2020	11:22:26	11:25:43	0:03:17	TORRES	OCEAN
20-0000513	1/21/2020	17:37:31	17:41:04	0:03:33	CRESPI	MOUNTAIN VIEW
20-0000640	1/27/2020	19:44:59	19:49:01	0:04:02	10TH	TORRES
Subtotal	7	Average Response Time		0:03:03		
744	Detector activation, no fire - unintentional					
20-0000357	1/15/2020	14:24:15	14:26:55	0:02:40	7TH	MONTE VERDE
Subtotal	1	Average Response Time		0:02:40		
746	Carbon monoxide detector activation, no CO					
20-0000255	1/10/2020	14:28:51	14:33:20	0:04:29	MONTE VERDE	13TH
Subtotal	1	Average Response Time		0:04:29		

* Over 5 minute responses:

20-0000046	Code 2 response
20-0000493	Code 2 response
20-0000575	Code 2 response
20-0000706	Code 3 response

PRA LOG

REQUEST NUMBER	REQUEST DATE	10-DAY DUE DATE	14-DAY EXTENSION DUE DATE	STATUS	COMPLETED DATE	REQUESTOR	INFORMATION REQUESTED	NOTES
2020-001	1/2/2020	1/13/2020			1/10/2020	Paterson	Electronic copies of Public Records Act requests and City's responses to PRA requests CITY CLERK'S OFFICE PRA LOG NOVEMBER 2019 REQUEST NUMBERS PRA 2019-185 through PRA 2019-187.	
2020-002	1/9/2020	1/21/2020			1/9/2020	Pivotal Campaigns	all 460's for the 2018 Mayor election of all eligible candidates, the relevant 700 forms for all eligible candidates for the 2018 Mayor election	
2020-003	1/9/2020	1/21/2020			1/16/2020	Corin L. Kahn, Attorney	1. All licenses and permits including use or conditional use permits, building permits, etc., and any citations such as orders to comply issued to Ishanshetal, LLC; 2. All licenses and permits including use or conditional use permits, building permits, etc., and any citations such as orders to comply issued to Mahendra Patel; 3. All licenses and permits including use or conditional use permits, building permits, etc., and any citations such as orders to comply issued to Bhagyalata Patel; 4. All licenses and permits including use or conditional use permits, building permits, etc., and any citations such as orders to comply issued to Shetal Yanez; 5. All licenses and permits including use or conditional use permits, building permits, etc., and any citations such as orders to comply issued to Julian Yanez; 6. All citations such as orders to comply issued to a business located at the corner of 4th Avenue and Mission Street; 7. All citations such as orders to comply issued to a business identified as the Wayfarer Inn or possibly known as the Carmel Wayfarer Inn or Hotel Carmel Wayfarer Inn;	
2020-004	1/17/2020	1/27/2020			1/24/2020	Mark Zorne, Richards & Associates	any building permits for the last 90 days for Saroyan Custom Builders and Scott A Grougr Construction	

PRA LOG

REQUEST NUMBER	REQUEST DATE	10-DAY DUE DATE	14-DAY EXTENSION DUE DATE	STATUS	COMPLETED DATE	REQUESTOR	INFORMATION REQUESTED	NOTES
2020-005	1/21/2020	1/31/2020			1/29/2020	Paterson	1)Letter sent to the City from PG&E dated on or around January 6, 2020, regarding notice of contractors working for PG&E for the purpose of connecting utilities to a mixed-use project under construction on Lincoln Street between Fifth Avenue and Sixth Avenue on Monday, January 13, 2020.2)Original encroachment permit (March 2019) and permit extension (November 2019) issued from the City to PG&E regarding aforementioned work.3)Correspondence, internal within the City, and between the City, including but not necessarily limited to Robert Harary, Public Works Director, and PG&E, regarding encroachment permit, permit extension and content related to incident and preventing a similar incident in the future	
2020-006	1/21/2020	1/31/2020			1/28/2020	James Repko	published annual total remuneration (incl. salaries and any other payments) for all public positions held in Carmel-By-The-Sea	
2020-007	1/21/2020	1/31/2020			1/31/2020	William & Barbara Hood	all/any documents enumerated in letter attached to the request/dated November 28, 2017	
2020-008	1/28/2020	2/7/2020			1/31/2020	Daniel Watts	vendor contract/pricing between the City of Carmel and Host Compliance	
2020-009	1/30/2020	2/10/2020			1/31/2020	Paterson	electronic copies of contracts with IT MANAGEMENT CORP. and NETFILE	
2020-010	1/30/2020	2/10/2020			2/3/2020	Paterson	Public Records Act requests and City's responses to PRA requests CITY CLERK'S OFFICE PRA LOG DECEMBER 2019 REQUEST NUMBERS PRA 2019-189 through PRA 2019-199, excluding PRA 2019-196	

Request No.	Request Date & Received By	10-Day Due Date	14-Day Ext. Date	Date Completed by PSO	Requested By	Phone	Info Requested	Status	Date & PSO Mailed
2020-0001	SB	1/14/2020		SB	STUCK LAW FIRM	GREG@STUCK.LAW	CA1900559	EMAILED	1/5/2020 SB
2020-0002	1/7 MJR			2/1 DA	Marta Cayce	6205501	Unk if report taken	completed	mailed by DA
2020-0003	1/10/20 DA	1/20/2020		DNA	Dmitry Piterman	unk	CG1900670	Given letter& copy of cite	01/10/20 1630 DNA
2020-0004	1/13/20 MJR			2/1 DA	Beta Health Care	9165509645	CA1900548	completed	report mailed to Ryan Vereker
2020-0005	1/13/2020	1/23/2020		mw 01/13/20	METROPOLITAN REPORTING	800-245-6686	CG1900725	mailed	redacted face pages - pending investigation 459
2020-0006	1/14/2020	1/24/2020		mw 01/14/20	DEPT SOC SRVS SACRAMENTO	1-888-422-5669	CQ1700181	faxed	01/14/20 mw - faxed
2020-0007	1/16/2020	1/26/2020		1/17/20 DA	Sergio Amador		CA1900487	completed	mailed by DA
2020-0008	1/17/2020	1/27/2020		1/17 DA	Patricia Perry		CA2000014	completed	released at front counter
2020-0009	1/18/2020	1/28/2020		1/18 DA	Lexis Nexis		Auto Accident	no record found	mailed back with negative results
2020-0010	1/20/2020			1/20 MJR	Rafael Flores Rendon	805-423-0935	CA2000023	completed	released at front counter MJR
2020-0011	1/21/2020	1/30/2020		01/21 mw	METROPOLITAN REPORTING	800-245-6686	CA1900274	completed	mailed - mw
2020-0012	1/23/2020	2/2/2020		1/31 DA	Marlene Perfecto Huckleberry		citation CO1193507, CG190	denied	mailed letter
2020-0013	1/24/2020	2/3/2020		2/7 DA	Law Offices of Seth L. Goldstein		All records regarding		
2020-0014	1/24/2020	2/3/2020		1/31 DA	Supeona Duces Tecum	831-372-9511	def. & plain.	ted, sent affidavit of no record:	mailed by DA
2020-0015	1/24/2020	2/3/2020		1/30 DA	PRS, Inc	800-304-6730	CA2000029	completed	report mailed to PRS by DA
2020-0016	1/25/2020				Harriet Brooks	831-915-2289	CA2000025	completed	mailed by DA
2020-0017	1/25/2020				Lexis Nexis	678-924-0167	CA2000023	completed	Mailed MJR
2020-0018	1/25/2020			1/25 MR	Lexis Nexis	678-924-0167	CA1900776	completed	mailed MJR
2020-0019	1/27/2020			1-Feb	Lexis Nexis (Murphy)	678-924-0167	CA2000023	completed	mailed MJR
2020-0020	1/28/2020			1-Feb	Yovany Velasco Rodrigues		CA1500732	completed	released at the counter
					Farmers Insurance		CA1900607 (photos)	completed	Mailed MJR



CITY OF CARMEL-BY-THE-SEA

Monthly Report

Public Works Department Report – January 2020

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert M. Harary, P.E., Director of Public Works
SUBMITTED ON:	February 18, 2020
APPROVED BY:	Chip Rerig, City Administrator

Forest and Beach Commission Meeting of January 9, 2020:

- Toured Santa Rita Street, 2 SW of Fifth Avenue, where roots of 8 trees were damaged by unauthorized excavation for a new home. Stop Work order issued.
- Applicant for above site was fined the valuation of \$50,000 for loss of 3 significant trees, and will need to return to F&B for further fees, replanting and monitoring requirements, and other requirements. Fine was collected and deposited in City's Forest Restoration Account.
- Staff presented the differences between two existing Municipal Code ordinances, both entitled "Trees and Shrubs" but which have differences.
- New Forester discussed priority policies, procedures, and standards that will be updated over time for the Forestry, Parks, and Beach Division.

Public Works Administration

- Traffic Safety Committee met on January 10 to review parking, signage, and perceived speeding concerns. Corresponding field modifications made by Streets Maintenance crews.
- Prepared 3rd annual PW Report & Infrastructure Report Card for Feb. Council presentation.
- Shut down over a dozen PG&E contractor (Asphlund) crews working simultaneously in the northeast quadrant of the City with inadequate traffic control in all observed locations.
- Public Works Director resumed short tours with field staff to review safety practices, tools, equipment, employee morale, and to seek feedback.
- PW staff completed driver safety and traffic flagging/controls training.

Environmental Programs

- The Climate Action Committee meeting of January 16 included adoption of a Work Plan, a draft list of hazards and assets, and review of climate action planning guidance documents.
- Received 20 comments from an on-line survey regarding 3 energy-efficient LED safety streetlights of varying brightness and color. Present results to Planning Commission in Feb.
- A \$9,000 contract was executed with New Image Landscaping for hand removing invasive weeds over a one-acre site within the Mission Trail Nature Preserve (MTNP) on two occasions.
- Completed a two-year progress report for the North Dunes Habitat Restoration area.
- Requested a \$3,900 grant from the Monterey Peninsula Water Management District for a Rain Garden in front of the Public Works building.

Facility Maintenance

- Removed all holiday decorations and lights around Devendorf Park.
- All unsightly metal newspaper boxes from downtown were destroyed and recycled.
- At Sunset Center, installed wye strainer for backflow and fixed window.
- At Park Branch Library, arranged for more panic buttons and fixed Craft Cart.
- Scenic Pathway restroom mahogany doors were re-stained.
- Installed glow-in-the-dark Exit signs in several buildings.
- First Murphy House passed its annual fire sprinkler test.

Project Management

- Council awarded a \$275,800 contract with Avila Construction for the Harrison Memorial Library Meeting Room. Executed contract, removed furniture, and held preconstruction meeting.
- Two bids received for the Scout House Roof Replacement Project. Award in February.
- Three bids received for re-bidding the Sunset Center Boiler Replacement Project. Value engineering efforts made after rejection of the prior bids resulted in a \$77,000 savings.
- Final plans and specs approved for the Police Building Renovation Project, and the project was released for bids.
- Selected Kasavan Architects for design of the Scout House Renovation Project.
- PG&E was issued an Encroachment Permit with 54 special conditions of approval, and began tree protection and utility potholing along Monte Verde Street between Ocean and Eighth Avenues. Schedule already slipping.

Street Maintenance

- A public workshop was held on January 27 to review three concurrent projects proposed for San Carlos Street, between Eighth and Thirteenth Avenues: micro-surfacing pavement, new bike route, and installation of landscaped median islands. Consensus was to keep as much existing parking as possible, utilize shared vehicle and bicycle lanes (versus separate bike lanes), and install lush landscaping treatment in the medians. However, the community was divided as to the number, and effectiveness, of median islands for traffic calming. Alternative designs are underway.
- Under the Storm Drain Master Plan project, the consultant completed condition assessments of all underground drainage facilities, developed hydrologic and hydraulic models of the drainage system network, and began to identify specific repairs needed for CIP purposes.
- Picked up 11 more piles of dead wood, weeds, and debris gathered by volunteers out of the MTNP.

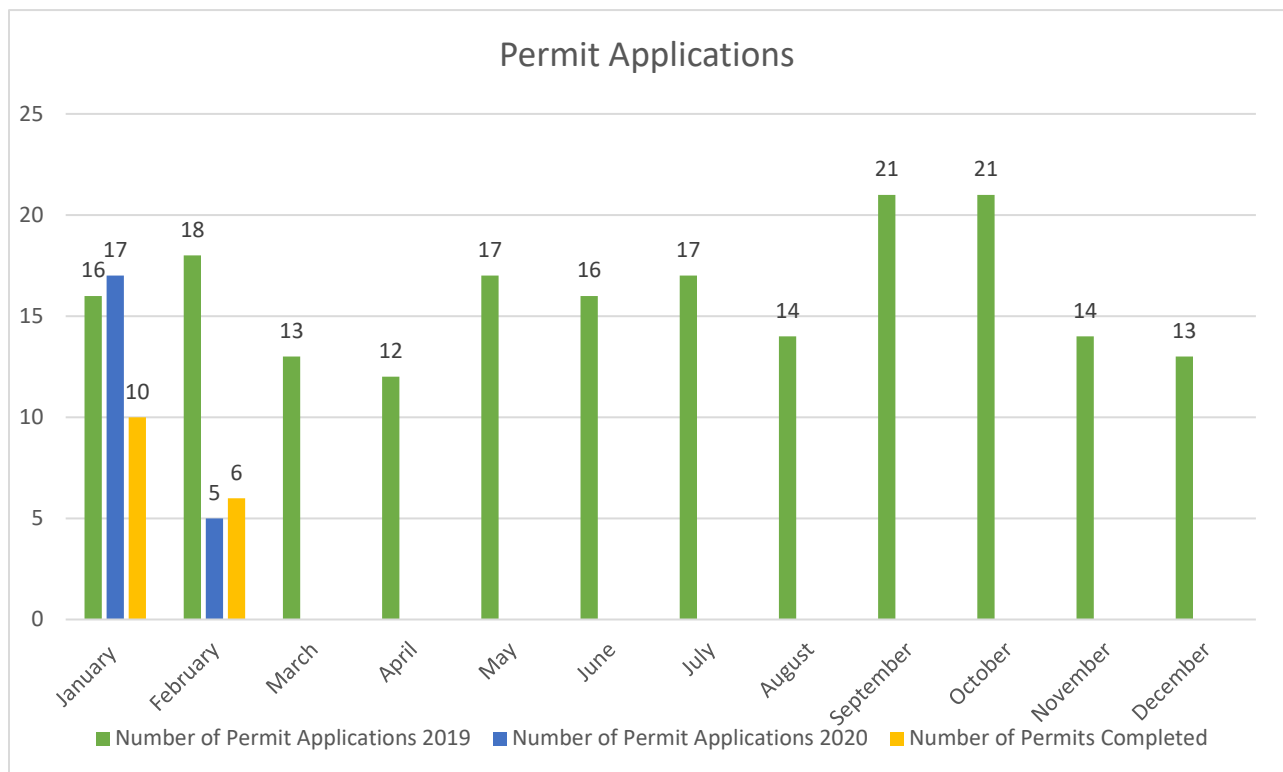
Forestry, Parks and Beach (Forester's Report)

- Council approved Amendment 2 to extend Town and Country's landscape maintenance contract for 31 sites through June 30, 2020.
- Carmel Garden Club is doing a great job on the North Dunes and City Hall entrance garden.
- Three tree failures were addressed. One pine in active failure was removed before it fell.
- Mission Street, between Ocean and Eighth Avenues, got a landscape clean-up.
- Cleared snags in Forest Hill Park.
- Purchased appropriate safety gear for tree care workers.
- Many oaks are developing basal decay.
- Numerous residents are asking for tree inspections prior to applying for permits or paying fees.

Public Works Department Report – January 2020

Forestry, Parks and Beach (Forester's Report) - Continued

- City Removals and Plantings:
 - o 9 dead/hazardous trees were removed
 - o 9 trees planted by City, most in downtown
 - o 7 trees planted downtown by The Friends of Carmel Forest
- Permits:
 - o 17 permit applications submitted
 - o 14 trees were permitted to be removed
 - o 7 trees required to be planted
 - o 10 permits were processed to completion





CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

March 3, 2020
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Robin Scattini, Finance Manager

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: January 2020 Check Register Summary

RECOMMENDATION:

Approve the check register for January 2020.

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 January.

FISCAL IMPACT:

The check register summary for January 2020 totals \$1,104,459.

PRIOR CITY COUNCIL ACTION:

Council ratified the December 2019 check register at its February 4 regular meeting.

ATTACHMENTS:

Jan 2020 check register

January 2020 Check Register

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 110 City Council				
44484	Coastal TPA, Inc	Dental and vision reimbursement claims	01/16/2020	46.20
44501	League of California Cities-Monterey Bay Division	2020 membership dues	01/16/2020	150.00
44514	Peninsula Messenger Service	Mail service: Sort and delivery	01/16/2020	5,811.00
44565	League of California Cities-Monterey Bay Division	D. Potter Mty Bay Division Meeting 1/13/20	01/23/2020	40.00
44597	Monterey County Mayor's Association	2020 Annual dues	01/30/2020	1,500.00
Total for Department: 110 City Council				7,547.20

Department: 111 City Administration

44464	Accela, Inc	Finance system software training and support services	01/16/2020	1,972.64
44467	Alhambra	Water service City Hall	01/16/2020	100.85
44468	AT&T	Telephone service citywide	01/16/2020	2,815.61
44469	AT&T	Long distance telephone service	01/16/2020	35.61
44477	Carmel Pine Cone	Legal noticing	01/16/2020	1,545.00
44480	Centro Print Solutions	2019 W2 and 1099 forms/envelopes	01/16/2020	303.72
44481	Chavan and Associates, LLC	Audit services	01/16/2020	4,950.00
44484	Coastal TPA, Inc	Dental and vision reimbursement claims	01/16/2020	193.82
44485	Code Publishing Company	Updates to Muni Code: web and paper	01/16/2020	480.00
44486	Copies By-The-Sea	Agenda and misc printing services	01/16/2020	751.35
44493	Franklin Technology Management	Tech support	01/16/2020	2,099.75
44495	Granicus, Inc.	Novus agenda and video streaming services	01/16/2020	6,684.83
44516	Purchase Power	Postage meter refill	01/16/2020	3,434.00
44520	Revenue & Cost Specialists LLC	Cost of services study	01/16/2020	4,000.00
44524	Sprint	Cell service and usage	01/16/2020	306.57
44530	US Bank	IT subscriptions and storage	01/16/2020	6,310.80
44532	Verizon Wireless	Usage: voice, messaging, data	01/16/2020	247.18
44533	Wageworks	Flexible spending healthcare plan admin fee	01/16/2020	175.00
44535	Zoom Imaging Solutions, Imc.	Admin copier usage	01/16/2020	441.94
44548	AT&T	Telephone service citywide	01/23/2020	117.40
44552	Carmel Pine Cone	Legal noticing	01/23/2020	425.00
44555	Coastal TPA, Inc	Dental and vision reimbursement claims	01/23/2020	525.98
44556	Comcast	Cal Net NonNGEN	01/23/2020	826.49
44558	Corbin Willits System	MOM software support	01/23/2020	720.79
44562	Image Sales	Employee ID badges	01/23/2020	64.92
44571	Ryan Ranch Printers	Printing services: envelopes and stationery	01/23/2020	406.58
44573	Toshiba Financial Service	Copier contract Admin ESTUDIO 5506ACT	01/23/2020	371.54
44574	US Bank	Holiday lunch food & supplies	01/23/2020	3,671.26
44579	American Planning Association	Annual membership: Rerig	01/30/2020	727.00
44584	California Chamber Of Commerce	2020 Labor Law posters	01/30/2020	538.23

44585	Carmel Pine Cone	Legal noticing	01/30/2020	240.00
44587	Coastal TPA, Inc	Dental and vision reimbursement claims	01/30/2020	460.16
44588	Comcast	Business cable services-City Hall	01/30/2020	68.54
44590	Digital Deployment	Comprehensive IT Service Program - monthly fee	01/30/2020	700.00
44599	Office Depot, Inc.	Office supplies	01/30/2020	155.04
44602	Sloan Sakai Yeong & Wong	Professional services	01/30/2020	1,908.94
44604	T-Mobile	Monthly cell usage	01/30/2020	1,640.93
44605	Universal Staffing Inc	Contract services for temp office help	01/30/2020	4,284.00
44606	US Bank	LCW conf registration, subscriptions	01/30/2020	853.80

Total for Department: 111 City Administration	55,555.27
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Department: 112 City Attorney

44582	Burke,Williams & Sorensen, LLP	November legal services	01/30/2020	29,699.00
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Total for Department: 112 City Attorney	29,699.00
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Department: 115 Community Planning & Building

44484	Coastal TPA, Inc	Dental and vision reimbursement claims	01/16/2020	103.95
44530	US Bank	Conference fees - M. Waffle	01/16/2020	244.58
44549	Baystar Express	Paper	01/23/2020	69.60
44553	Carmel Towing & Garage	December 2019 fuel	01/23/2020	80.52
44557	Copies By-The-Sea	November PC - Invoice #1014	01/23/2020	423.86
44560	Engineered Fire Systems	December 2019 plan reviews	01/23/2020	1,050.00
44563	IWORQ	Software Mgmnt & Support Feb 2020 - Jan 2021	01/23/2020	7,550.00
44567	Mty Bay Chapter of the Int Code Council	Annual membership	01/23/2020	50.00
44568	Office Depot, Inc.	Office supplies	01/23/2020	74.33
44571	Ryan Ranch Printers	Business cards	01/23/2020	283.55
44574	US Bank	Planning Commissioners Academy registration fees	01/23/2020	1,250.00
44587	Coastal TPA, Inc	Dental and vision reimbursement claims	01/30/2020	343.00
44589	De Lage Landen Financial	Front copier lease: Invoice #66460349	01/30/2020	201.19
44592	FedEx	Shipment services	01/30/2020	8.72
44599	Office Depot, Inc.	Office supplies	01/30/2020	223.53

Total for Department: 115 Community Planning & Bu	11,956.83
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Department: 116 Police

44415	Alhambra	PD, water service	01/09/2020	184.64
44416	Alice Aday	Parking hearing officer - inv# 111019AA	01/09/2020	200.00
44419	AT&T	PD, T1 & internet	01/09/2020	82.35
44420	Axon Enterprise, Inc	Router antenna and install - inv# SI-1631739	01/09/2020	4,774.50
44421	Ben's Motorcycle Works	BMW cycle repairs - inv# 6556	01/09/2020	1,698.61
44423	California Department Of Justice	Nov 2019 fingerprint apps - inv# 420379	01/09/2020	130.00
44424	Carmel Towing & Garage	November 2019 fuel, inv# 120119PD	01/09/2020	3,511.20

44426	Comcast	Cable TV & T1	01/09/2020	313.84
44427	Community Hospital of the Monterey Peninsula	October 2019 blood draws - inv# 400377921	01/09/2020	26.00
44428	Critical Reach, Inc.	APBnet annual fee - inv# 20-85	01/09/2020	200.00
44429	De Lage Landen Financial	PD, copier lease	01/09/2020	170.67
44432	First Security Services	Nov 2019 beach patrol - inv# IN-0026268	01/09/2020	682.62
44433	Kenrick Shen	Reimbursement: The Bullet Proof Mind training meals	01/09/2020	8.00
44434	Lisa Johnson	Reimbursement: Seniors program, inv# 120319LJ	01/09/2020	16.02
44437	Monterey County Information Technology	Cellular network access - inv# P102019	01/09/2020	597.84
44438	Monterey County, Department of Emergency Commu	FY 19/20 NGEN, Q1 & Q2 operation & maintenance	01/09/2020	17,211.46
44440	Office Depot, Inc.	Office supplies	01/09/2020	366.60
44441	Pacific Gas & Electric	PD security cameras - inv# 46579635973	01/09/2020	129.94
44442	PCS Mobile	Auto license plate reader subscription and supplies	01/09/2020	10,155.00
44444	Rachelle Lightfoot	Reimbursement: Standardized FST's training meals	01/09/2020	16.00
44445	Ryan Ranch Printers	Business cards, inv# 21459	01/09/2020	59.81
44446	Tap Rack Tactical	Training registration fee for J. Clifford - inv# 492	01/09/2020	450.00
44448	Uline Inc.	Industrial poly bags - inv# 31907736	01/09/2020	62.81
44449	Universal Staffing Inc	Contract services for temp office help	01/09/2020	171.06
44450	US Bank	Training registration fees, department supplies	01/09/2020	912.67
44451	Verizon Wireless	PD air cards - inv# 9843926242	01/09/2020	304.12
44470	Axon Enterprise, Inc	Body camera and hardware- inv# SI-1632549	01/16/2020	3,843.01
44473	California Department Of Justice	Dec 2019, fingerprint apps - inv# 426116	01/16/2020	81.00
44478	Carmel Towing & Garage	Vehicle tow & 14-day storage - inv# 43866	01/16/2020	1,320.00
44484	Coastal TPA, Inc	Dental and vision reimbursement claims	01/16/2020	543.99
44518	Rancho Car Wash	November 2019 car washes - inv# 010720PD	01/16/2020	95.30
44521	Ryan Ranch Printers	Business cards, inv# 21490	01/16/2020	59.81
44526	T2 Systems Canada Inc.	Digital Iris Services	01/16/2020	125.00
44527	Transunion Risk & Alterna	Investigative searches	01/16/2020	59.80
44528	Uline Inc.	Supplies, inv# 115004829	01/16/2020	62.81
44529	Universal Staffing Inc	Contract services for temp office help	01/16/2020	319.81
44547	Alhambra	Water service	01/23/2020	164.66
44551	Caltronics Business Systems, Inc.	Copier meter reading	01/23/2020	138.22
44553	Carmel Towing & Garage	December fuel - inv# 012020PD	01/23/2020	3,279.22
44555	Coastal TPA, Inc	Dental and vision reimbursement claims	01/23/2020	265.72
44556	Comcast	Cable TV & T1	01/23/2020	61.29
44559	De Lage Landen Financial	Copier lease and usage	01/23/2020	170.67
44566	MP Express Printing	Notice of Correction forms- inv# 60619	01/23/2020	419.25
44577	Altius Meidcal	On-call medical waste svc - inv# 13587	01/30/2020	123.00
44580	AT&T	PD, T1 & internet	01/30/2020	82.35
44588	Comcast	Cable TV & T1	01/30/2020	197.43
44591	Dooley Enterprises, Inc	Supplies - inv# 57450	01/30/2020	2,763.34
44594	Lemos Service Inc	Ford Expedition repairs - inv# 252316	01/30/2020	777.68
44596	Monterey County Animal Servcies	2nd Qtr animal impounds, inv# 010420	01/30/2020	160.00
44598	Monterey Tire Service Inc	Tires - inv# 1-93176	01/30/2020	356.30
44599	Office Depot, Inc.	Office supplies	01/30/2020	711.76

44606	US Bank	Training fees, uniform supplies, seniors lunch, fuel	01/30/2020	1,543.48
44607	Verizon Wireless	Aircards - inv# 9846004052	01/30/2020	304.12
Total for Department: 116 Police				60,464.78

Department: 117 Fire

44418	American Supply Company	Janitorial supplies - inv# 2872625	01/09/2020	238.92
44424	Carmel Towing & Garage	November 2019 fuel, inv# 120119FD	01/09/2020	1,697.36
44425	City Of Monterey	Fire Admin Services	01/09/2020	207,770.00
44431	First Alarm	Alarm inspection/monitoring - inv# 511901	01/09/2020	275.94
44435	Mission Linen Service	Linen maintenance - inv# 511394724	01/09/2020	164.98
44467	Alhambra	Water service	01/16/2020	122.93
44497	Hi Tech EVS, Inc.	Parts and labor	01/16/2020	1,269.95
44504	Mission Linen Service	Linen maintenance - inv# 511530956	01/16/2020	99.11
44553	Carmel Towing & Garage	December fuel - inv# 012020FD	01/23/2020	1,214.54
44586	City Of Monterey	Fire Admin Services	01/30/2020	207,770.00
44595	Mission Linen Service	Linen maintenance - inv# 511635161	01/30/2020	108.61
Total for Department: 117 Fire				420,732.34

Department: 118 Ambulance

44422	Bound Tree Medical LLC	Medical supplies	01/09/2020	1,562.57
44425	City Of Monterey	Ambulance administration	01/09/2020	1,582.00
44425	City Of Monterey	Ambulance overtime coverage	01/09/2020	9,119.54
44429	De Lage Landen Financial	Copier lease and usage	01/09/2020	88.09
44430	Emergency Vehicle Group, Inc	Supplies, inv# 25935	01/09/2020	32.26
44443	Peninsula Welding & Medical Supply, inc.	Oxygen cylinder rentals	01/09/2020	159.99
44447	Teleflex LLC	Needles - inv# 9502005350	01/09/2020	1,211.75
44451	Verizon Wireless	Cell phone service	01/09/2020	14.28
44471	Bound Tree Medical LLC	Medical supplies	01/16/2020	3.41
44484	Coastal TPA, Inc	Dental and vision reimbursement claims	01/16/2020	57.75
44488	De Lage Landen Financial	Copier lease and usage	01/16/2020	88.09
44508	Municipal Emergency Services	Uniforms, inv# IN-1396010	01/16/2020	290.84
44515	Peninsula Welding & Medical Supply, inc.	Oxygen cylinder rentals	01/16/2020	31.20
44550	Bound Tree Medical LLC	Medical supplies	01/23/2020	1,549.03
44555	Coastal TPA, Inc	Dental and vision reimbursement claims	01/23/2020	335.15
44570	Peninsula Welding & Medical Supply, inc.	Oxygen cylinder rentals	01/23/2020	31.20
44581	Bound Tree Medical LLC	Medical supplies - inv# 83460932	01/30/2020	2.49
44586	City Of Monterey	Ambulance administration	01/30/2020	1,582.00
44586	City Of Monterey	Ambulance overtime coverage	01/30/2020	14,828.42
44601	Peninsula Welding & Medical Supply, inc.	Oxygen cylinder rentals	01/30/2020	90.30
44607	Verizon Wireless	Cell phone service	01/30/2020	14.04
Total for Department: 118 Ambulance				32,674.40

Department: 119 Public Works

44417	American Messaging	Pagecopy useage - inv# L5253283TL	01/09/2020	5.00
44452	Airtec Inc	Repairs for furnace at Forest Theater, inv #11052	01/09/2020	802.27
44453	American Lock & Key	Lock parts for HML, inv #63793	01/09/2020	6.56
44454	Consolidated Electrical Dist., Inc	Electrical supplies for City facilities inv #4914-579497	01/09/2020	149.17
44455	CSC of Salinas	Supplies for sweeper. inv#000722079	01/09/2020	63.75
44456	Drought Resistant Nursery	Plants for various city locations -inv#243880	01/09/2020	153.58
44458	Johnson Associates	Hitch pin for City vehicle, inv # 432541	01/09/2020	9.78
44460	Monterey Tire Service Inc	Tires for Unit 10, inv #1-92244	01/09/2020	1,123.72
44461	Ryan Ranch Printers	Business cards, inv #21457	01/09/2020	59.81
44462	US Bank	Materials and supplies for various City projects	01/09/2020	354.61
44463	US Bank Voyager Fleet	Gas card charges, inv. #869387-456948	01/09/2020	56.24
44465	Ailing House Pest Control	Pest control: citywide all buildings and parks	01/16/2020	644.00
44467	Alhambra	Water Delivery for Public Works	01/16/2020	140.14
44475	Caltronics Business Systems, Inc.	Copier meter reading	01/16/2020	106.89
44478	Carmel Towing & Garage	Fuel for PW vehicles	01/16/2020	2,090.53
44482	Cintas Corporation	Uniform Service for Public Works Division	01/16/2020	359.70
44483	City Of Monterey	Public Works vehicle maintenance	01/16/2020	4,540.77
44484	Coastal TPA, Inc	Dental and vision reimbursement claims	01/16/2020	197.39
44488	De Lage Landen Financial	Copier lease and usage	01/16/2020	204.45
44491	Escobedo's Gardening & Landscaping	Landscaping supplies for dedication bench- inv #3794	01/16/2020	2,507.44
44492	Ferguson Enterprises, Inc.	Supplies for work done throughout the City	01/16/2020	613.49
44494	Golden State Portables	Forest Theater portable toilets	01/16/2020	596.29
44496	Granite Rock Company	Asphalt for various City location projects	01/16/2020	1,771.14
44498	JNM Automation	Gate cards for Norton Parking Garage	01/16/2020	532.19
44499	Johnson Associates	Parts for chipper truck inv #433707	01/16/2020	51.05
44500	Kelly-Moore Paint Company Inc	Paint for newspaper racks, inv #802-00000711655	01/16/2020	54.00
44503	Marine Sanctuary Foundation	Water monitoring	01/16/2020	2,171.20
44505	MJ Murphy Lumber and Hardware	Supplies for City projects, inv # 1910-054879	01/16/2020	5.41
44511	Office Depot, Inc.	Office supplies	01/16/2020	231.15
44517	Pureserve Building Service	Janitorial services citywide	01/16/2020	19,060.43
44519	Rental Depot - Monterey	Loader rental-beach erosion project	01/16/2020	897.20
44522	Scarborough Lumber & Building	Supplies for work done throughout the City	01/16/2020	383.57
44523	Sentry Alarm Systems	Service calls and burglar/fire alarm monitoring	01/16/2020	368.20
44531	US Bank Voyager Fleet	Fuel	01/16/2020	50.00
44534	Yvette Oblander	Reimbursement: Travel, meals and lodging for training	01/16/2020	793.98
44555	Coastal TPA, Inc	Dental and vision reimbursement claims	01/23/2020	186.54
44578	American Messaging	Pagecopy useage - inv# L5253283UA	01/30/2020	5.00
44587	Coastal TPA, Inc	Dental and vision reimbursement claims	01/30/2020	326.00
44609	American Lock & Key	Scout House re-key, inv #63953	01/30/2020	100.23
44610	American Supply Company	Supplies for work done throughout the City	01/30/2020	828.35
44612	Environmentals Systems Research Inc	GIS license- inv#93766303	01/30/2020	500.00
44615	Marina Backflow Company	Test on backflow devices	01/30/2020	55.00
44616	PSTS, Inc.	Maint. pump the oil-water separator	01/30/2020	550.00

44617	Scarborough Lumber & Building	Supplies for work done throughout the City	01/30/2020	69.90
44619	Terex Utilities	Annual Inspection of unit 13. inv# 90986121	01/30/2020	877.04
44620	West Coast Arborists Inc .	Tree work citywide	01/30/2020	2,848.00
Total for Department: 119 Public Works				47,501.16

Department: 120 Library

44484	Coastal TPA, Inc	Dental and vision reimbursement claims	01/16/2020	103.95
44513	Pacific Grove Self Storage	Storage unit for City art	01/16/2020	280.00
44555	Coastal TPA, Inc	Dental and vision reimbursement claims	01/23/2020	354.99
44587	Coastal TPA, Inc	Dental and vision reimbursement claims	01/30/2020	369.52
Total for Department: 120 Library				1,108.46

Department: 121 Community Activities

44479	CDFA - Certified Farmers' Market Program	4th quarter market fee	01/16/2020	264.00
44484	Coastal TPA, Inc	Dental and vision reimbursement claims	01/16/2020	11.55
44574	US Bank	Event supplies	01/23/2020	572.74
Total for Department: 121 Community Activities				848.29

Department: 122 Economic Revitalization

44476	Carmel Chamber of Commerce	Visitor Center operation support	01/16/2020	12,500.00
44506	Monterey County Convention & Visitors Bureau	FY 2019-20 Quarter 3 payment	01/16/2020	47,336.75
44525	Sunset Cultural Center Inc.	FY19-20 Qtr 3 payment: Sunset Center & Forest Theater	01/16/2020	192,500.00
Total for Department: 122 Economic Revitalization				252,336.75

Department: 130 Non-Departmental

44484	Coastal TPA, Inc	Dental and vision reimbursement claims	01/16/2020	11.55
44512	Pacific Gas & Electric	Gas & electric service citywide	01/16/2020	410.25
44569	Pacific Gas & Electric	Gas & electric service citywide	01/23/2020	9,261.31
44583	Cal-Am Water Company	Water service citywide	01/30/2020	8,050.16
Total for Department: 130 Non-Departmental				17,733.27

Department: 311 Capital Projects

44454	Consolidated Electrical Dist., Inc	Ocean Ave. median lighting project, inv 4914-579439	01/09/2020	99.80
44457	Edges Electrical Group	Supplies for LED at Library- #S4812142.001	01/09/2020	1,858.17
44459	Monterey County Weekly Classifieds	Public Notice Bid Invitation -Scout House Inv #16-072215	01/09/2020	735.00
44462	US Bank	LED Supplies	01/09/2020	2,071.89

44509	Neill Engineers Corp.	San Carlos Bike Route: geometrics for a bicycle route	01/16/2020	6,093.50
44509	Neill Engineers Corp.	Pavement rehabilitation: seal and slurry	01/16/2020	29,750.00
44510	Nicole Nedeff	Biological consulting Mission Trail Nature Preserve	01/16/2020	300.00
44610	American Supply Company	Supplies for ADA Project, inv # 0143913	01/30/2020	60.03
44613	Kasavan Architects Inc	Police dept renovation: architectural & engineering designs	01/30/2020	6,336.00
44614	Lumenature	Dial dimmers for various City locations, inv#L-9548	01/30/2020	108.75
44618	Schaaf & Wheeler Civil Engineers	Storm drain master project: Assessment of drainage syst	01/30/2020	10,137.50

Total for Department: 311 Capital Projects	57,550.64
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Department: 411 Debt Service

44507	MUFG Union Bank, N.A.	Admin fee Carmel 2010 Rev Bonds	01/16/2020	1,165.00
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Total for Department: 411 Debt Service	1,165.00
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Department: 513 Veh & Equip Replacement

44439	Motorola	New radios for Fire Dept - inv# MotoFD121019	01/09/2020	62,064.97
44487	Cypress Coast Ford/Lincoln	Community Activities van	01/16/2020	33,399.61
44502	Lehr Auto Electric & Emergency Equipment	Labor for dock antenna - inv# SI36855	01/16/2020	45.00
44572	Silke Communications	Radio upgrades - inv# 52935	01/23/2020	19,333.70
44611	Axiom Engineers Consulting	Design High Efficiency Boilers: Sunset Center	01/30/2020	290.00

Total for Department: 513 Veh & Equip Replacement	115,133.28
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Grand Total	1,104,459.47
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January Contract Payments:

Vendor	Contract Amt	Paid through January	Contract Balance	
Pen Messenger	\$ 203,025.00	\$ 160,440.00	\$ 42,585.00	
City of Monterey	\$2,381,892.00	\$ 1,654,369.25	\$ 727,522.75	Fire admin services
West Cst Arborists	\$ 125,000.00	\$ 107,433.00	\$ 17,567.00	
Neill Engineers	\$ 12,300.00	\$ 6,093.50	\$ 6,206.50	San Carlos bike route
Neill Engineers	\$ 85,200.00	\$ 29,750.00	\$ 55,450.00	Street paving & slurry
Sloan SY & Wong	\$ 75,000.00	\$ 16,961.72	\$ 58,038.28	
Pureserve	\$ 231,587.00	\$ 133,423.01	\$ 98,163.99	
Kasavan	\$ 179,408.00	\$ 152,489.61	\$ 26,918.39	PD renovation
Schaaf & Wheeler	\$ 174,910.00	\$ 71,516.06	\$ 103,393.94	
Axiom Engineers	\$ 17,500.00	\$ 15,000.00	\$ 2,500.00	SCC Boilers
Chavan & Assoc.	\$ 32,000.00	\$ 23,200.00	\$ 8,800.00	
Nicole Nedeff	\$ 6,000.00	\$ 1,350.00	\$ 4,650.00	
Rev & Cost Spec	\$ 15,000.00	\$ 8,000.00	\$ 7,000.00	



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

March 3, 2020
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Britt Avrit, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Adopt Resolution 2020-014, authorizing a Free Use Day of the Sunset Center Theater and Lobby for Raven Drum Foundation.

RECOMMENDATION:

Adopt Resolution 2020-014, authorizing a Free Use Day of the Sunset Center Theater and Lobby for Raven Drum Foundation.

BACKGROUND/SUMMARY:

The 2017 Agreement between the City and Sunset Cultural Center, Inc. (SCC) provides that the City shall have the right to use the theater and lobby for up to twelve (12) full days each fiscal year without charge, as long as the spaces have not already been committed to rental customers by SCC.

The City Administrator and SLV Management on behalf of Raven Drum Foundation are requesting use of the Sunset Center through the City's Free Theater Days for a community event taking place in 2020.

Granting the Raven Drum Foundation use of the Sunset Center through the City's Free Theater Days will result in significant savings in facility use fees for these organizations.

FISCAL IMPACT:

None for this action

PRIOR CITY COUNCIL ACTION:

ATTACHMENTS:

Attachment #1 - Resolution 2020-014 SCC Free Use Day

Attachment #2 - Request for Free Use Day

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

RESOLUTION NO. 2020-014

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
AUTHORIZING A FREE USE DAY OF THE SUNSET CENTER THEATER AND LOBBY FOR
RAVEN DRUM FOUNDATION**

WHEREAS, the City's Amended and Restated Lease Agreement with Sunset Center Cultural Center (SCC), adopted by the City Council on June 6, 2017, stipulates that the City shall have the right to use the Sunset Center theater, lobby and dressing rooms for up to twelve (12) full days (designated in the Lease Agreement as "Free Theater Days") each fiscal year without charge.; and

WHEREAS, SLV Management on behalf of Raven Drum Foundation is requesting use of the Sunset Cultural Center through the City's Free Theater Days for a concert to support Veteran's Healing Veterans; and

WHEREAS, granting Raven Drum Foundation one of the Sunset Center Free Theater Days will result in significant savings in facility use fees for these organizations.

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

Authorize Raven Drum Foundation one of the City's Sunset Center Free Theater Days.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 3rd day of March, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Britt Avrit, MMC
City Clerk

January 26, 2020

City of Carmel
ATT: Chip Rerig
PO BOX CC
Carmel-by-the-Sea, CA 93921

RE: Request for Waiver of Rental Fees for Sunset Center Carmel-by-the-Sea

Dear Mr. Rerig and Mayor Potter,

I am writing on behalf of Lauren Monroe and the Raven Drum Foundation

The Raven Drum Foundation is a Non-Profit founded by Lauren and her husband Rick Allen, drummer of the rock n roll band Def Leopard. Lauren and Rick are currently residents of Carmel. The Raven Foundation supports the Project Resiliency whose mission is to "to serve, educate and empower veterans and people in crisis. To support, promote, and contribute to global healing, multicultural unification, and community leadership".

Our proposal is to put on a concert at the Sunset Center Carmel-By-the-Sea on Thursday, May 14, 2020 to support the local charity Veteran's Healing Veterans, a local Non-Profit founded by local veteran Ron Self. Veterans Healing Veterans from the Inside Out (VHV) proudly provides services to five institutions within California: San Quentin State Prison, Deuel Vocational Institution, Solano State Prison, Sacramento State Prison and most recently, Correctional Training Facility Soledad. VHV currently has 9 active peer processing groups dispersed throughout these five institutions.

- The concert is also in collaboration with Jason Cameron and the County of Monterey Veterans Affairs Office.

- I will serve in the capacity as promoter and will provide my services pro-bono.
- Lauren Monroe and her band with special guest Rick Allen will be the headlining act with special guests TBA. A vocalist, songwriter, musician, and author, Lauren creates a direct and personal experience of spiritual oneness and healing for audiences and students alike. Her work is an authentic expression of art and medicine that is created for healing and personal growth. Lauren's voice and music can be heard on recordings of The Freedom Sessions, Oneness Chant, Raven Drum Circle, Chakra Chants, and in her book entitled "21 Ways To Resiliency."
- Contact has been made with the Sunset Center and we currently have the date Thursday May 14, 2020 reserved.

Please consider waving our fees for this charitable concert. Let mne know if you have any questions.

Sincerely yours.

Stephen L. Vagnini
SLV Management
PO BOX 101
Monterey, CA 93942
slvmanagement@yahoo.com
831-601-9609





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

March 3, 2020
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Maxine Gullo, Ass't. City Administrator

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Adopt Resolution 2020-015, approving the Memorandum of Understanding (MOU) between the City of Carmel-by-the-Sea and Carmel Fire Ambulance Association for the period July 1, 2019 through June 30, 2022, authorizing the City Administrator to make technical corrections as necessary and execute the Memorandum of Understanding and authorizing and approving the City of Carmel-by-the-Sea's current pay rates and ranges (salary schedule) for Carmel Fire Ambulance Association classifications as of February 1, 2020 in accordance with Municipal Code 2.52.520.

RECOMMENDATION:

Adopt Resolution 2020-015, approving the Memorandum of Understanding (MOU) between the City of Carmel-by-the-Sea and Carmel Fire Ambulance Association for the period July 1, 2019 through June 30, 2022, authorizing the City Administrator to make technical corrections as necessary and execute the Memorandum of Understanding and authorizing and approving the City of Carmel-by-the-Sea's current pay rates and ranges (salary schedule) for Carmel Fire Ambulance Association classifications as of February 1, 2020 in accordance with Municipal Code 2.52.520.

BACKGROUND/SUMMARY:

The City of Carmel-by-the-Sea Ambulance Department staff includes 6 firefighter/paramedic positions that are represented by the Ambulance Association. The City's and the Ambulance negotiation teams have met and conferred in good faith regarding members' wages, benefits and other terms and conditions of employment. The parties commenced negotiations on March 18, 2019 and worked collaboratively through several meetings to reach an amicable resolution.

Major provisions of parties' Tentative Agreement are:

Term:	July 01, 2019 – June 30, 2022
Compensation:	Feb 1, 2020: 3% (<i>no retro</i>) + one time payment of \$1,500 <i>provided to each member of the unit; this lump sum payment is not subject to CalPERS reporting of benefits.</i>

	Jul 1, 2020: 2% Jul 1, 2021: 2%
Deferred Compensation:	City make monthly contributions as follows: PEPRA Employees: \$100/month Classic Employees: \$25/month

The City and Fire Ambulance Association have also agreed to various union MOU language updates. These updates clarify existing language, and delete obsolete language. The updates do not change existing benefits nor is there a related fiscal impact.

This recommendation aligns with the City's goals of balancing continued fiscal prudence in planning for potential impacts of CalPERS pension costs, while also continuing to position the City as a competitive employer in the increasingly difficult job market for public safety employees.

FISCAL IMPACT:

The fiscal impact for the current fiscal year is \$15,000 and will be absorbed in the City's existing operating budget. The impact for FY 2020/21 is \$15,325 and for FY 21/22 is \$15,631 and will be budgeted in the City's operating budget.

PRIOR CITY COUNCIL ACTION:

ATTACHMENTS:

Attachment #1 - Resolution 2020-015 MOU with Carmel Fire Ambulance Association
Exhibit A: Memorandum of Understanding
Exhibit B: Pay Schedule for Carmel Fire Ambulance Classifications

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

RESOLUTION NO. 2020-015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA APPROVING THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY OF CARMEL-BY-THE-SEA AND CARMEL FIRE AMBULANCE ASSOCIATION FOR THE PERIOD JULY 1, 2019 THROUGH JUNE 30, 2022, AUTHORIZING THE CITY ADMINISTRATOR TO MAKE TECHNICAL CORRECTIONS AS NECESSARY AND EXECUTE THE MEMORANDUM OF UNDERSTANDING AND AUTHORIZING AND APPROVING THE CITY OF CARMEL-BY-THE-SEA'S CURRENT PAY RATES AND RANGES (SALARY SCHEDULE) FOR CARMEL FIRE AMBULANCE ASSOCIATION CLASSIFICATIONS AS OF FEBRUARY 1, 2020 IN ACCORDANCE WITH MUNICIPAL CODE 2.52.520

WHEREAS, the current Memorandum of Understanding (MOU) between the City and employees represented by the Carmel Fire Ambulance Association termed on June 30, 2019;

WHEREAS, the City of Carmel-by-the-Sea has been in negotiations with the Carmel Fire Ambulance Association commencing on March 18, 2019 regarding salaries and benefits; and

WHEREAS, the City and the Carmel Fire Ambulance Association have reached an agreement which is embodied in the attached Memorandum of Understanding for the period of July 1, 2019 through June 30, 2022.

WHEREAS, Municipal Code 2.52.520 and amendments thereto provide, among other things that the City Council establish the legal current salary range from the salary schedule for each class of position.

WHEREAS, the salary resolution is adopted annually or periodically by the City Council upon review and recommendation of the City Administrator; and

WHEREAS, the California Public Employee's Retirement Law, at Section 570.5 of the California Code of Regulations Title 2, requires the City to publish pay rates and ranges on the City's internet site and the City Council to approve the pay rates and range in its entirety each time a modification is made; and

WHEREAS, staff recommends that the City Council adopt the current City pay rates and ranges for Carmel Fire Ambulance classifications.

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

1. Authorize the City Administrator to make technical corrections as necessary and execute the Memorandum of Understanding (Exhibit A) between the City of Carmel-by-the-Sea and the Carmel Fire Ambulance Association.
2. Authorize and approve the City of Carmel-by-the-Sea's current pay rates and ranges (salary schedule) in accordance with Municipal Code 2.52.520 as of February 1, 2020. (Exhibit B)

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 3rd day of March, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Britt Avrit, MMC
City Clerk

ATTACHMENTS/EXHIBITS

A - Memorandum of Understanding between the City of Carmel-by-the-Sea and City of Carmel-by-the-Sea Fire Ambulance Association

B - Pay schedule for Fire Ambulance Association Classification

MEMORANDUM OF UNDERSTANDING

between the

City of Carmel-by-the-Sea

and the

Carmel Fire Ambulance Association

for the period

July January 1, 2017 - June 30, 2019 2022

Memorandum of Understanding: Carmel Fire Ambulance Association
~~January~~ ~~July~~ 1, ~~2017-2019~~ – June 30~~1~~, 20~~22~~~~19~~

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Memorandum of Understanding: Carmel Fire Ambulance Association
~~January~~ July 1, ~~2017-2019~~ – June 30~~1~~, 20~~22~~19

Memorandum of Understanding Between The City of Carmel-by-the-Sea And Carmel Fire Ambulance Association

ARTICLE 1: PREAMBLE

This Memorandum of Understanding (MOU) is entered into between the City of Carmel-by-the-Sea, hereinafter referred to as "CITY," and the Carmel Fire Ambulance Association, hereinafter referred to as "ASSOCIATION," pursuant to California Government Code Section 3500 et seq. The purpose of this MOU is to establish rates of compensation, hours of work and other terms and conditions of employment. Existing practices and/or benefits which are not referenced in this MOU and which are subject to the meet and confer process shall continue without change unless modified subject to the meet and confer process.

ARTICLE 2: RECOGNITION

2.1 The City of Carmel-by-the-Sea recognizes the ASSOCIATION as the recognized exclusive representative for the following classification:

- **Firefighter Paramedic**

2.2 For clarity in this agreement the following definition shall apply:

Shift Employee: Those employees classified as regular, full time Firefighter Paramedics, who are normally assigned to work a Fifty-Six (56) hour work period.

ARTICLE 3: TERM OF CONTRACT

3.1 The term of this MOU shall be retroactive to ~~January~~ July 1, ~~2017-2019~~ and continue through June ~~31~~30, ~~2019-2022~~ unless otherwise stated.

Memorandum of Understanding: Carmel Fire Ambulance Association
~~January July 1, 2017-2019~~ – June 30~~1~~, 20~~22~~~~19~~

ARTICLE 4: PROBATION

- 4.1 Probationary Period: All original, promotional and re-hire appointments to full time, regular classifications shall be subject to a probationary period of eighteen (18) months. Employees who miss more than five shifts during their probationary period shall have their probation extended by an equal number of shifts as those missed.
- 4.2 Objective of Probationary Period: The probationary period shall be regarded as part of the selection process and shall be utilized for training and observation of the new employee on work assignments and standards in order to evaluate the employee's performance.
- 4.3 Rejection of Probationary Employee: During the probationary period, an employee may be rejected at any time by the City Administrator upon recommendation of the Department Manager without the right of appeal. Notification of rejection shall be served to the probationary employee in writing. Any promoted employee who is rejected during the probationary period shall be entitled to return to the position held prior to promotion at the range and step held prior to promotion, unless the rejection is due to discharge in which case no reinstatement shall occur
- 4.4 Extension of Probation: All efforts will be made to sufficiently evaluate the probationary employee during the designated period. An extension of the probationary period may, however, be recommended by the appointing authority when good cause exists. Such extension shall be for a specific period of time not to exceed three (3) months.

ARTICLE 5: COMPENSATION

- 5.1 Regular Full-Time Shift Employee:
- ~~A. A salary adjustment of 2% will be applied to salaries effective retroactively to January 1, 2017.~~
- ~~B. A salary adjustment of 4.0% will be applied to salaries effective Jan 1, 2018.~~
- ~~C. A salary adjustment of 4% will be applied to salaries effective January 1, 2019.~~
- A. **2019/20 Salaries**
Effective the first full pay period following ratification of this agreement by the Association, salaries shall be increased by three percent (3%)
- Effective the first full pay period following ratification of this agreement by the Association, a one-time payment of \$1,500 shall be provided to each member of the unit;

Memorandum of Understanding: Carmel Fire Ambulance Association

~~January~~ July 1, 2017-2019 – June 30~~1~~, 202~~2~~19

this lump sum payment is not subject to CalPERS reporting of benefits.

B. 2020/21 Salaries

Effective July 1, 2020, salaries shall be increased by two percent (2.0%).

C. 2021/22 Salaries

Effective July 1, 2021, salaries shall be increased by two percent (2.0%).

ARTICLE 6: EDUCATIONAL INCENTIVE PAY PLAN

6.1 Payment Established: The City Council, having determined the acquisition of additional education by employees makes those employees more valuable to the City, does hereby establish an Educational Incentive Pay Plan (EIP).

6.2 Definitions: For the purpose of this program, the following definitions shall apply:

A. Base Salary shall mean the monthly salary of the employee as established by the City Council and shall not include any overtime, holiday-in-lieu pay or allowances or other supplemental benefits.

B. Satisfactory Completion shall mean a grade of "C" or better in any course. No more than one-third (1/3) of the total number of units considered for EIP may be on a "credit only" or "pass/fail" basis (limit of 10 out of 30 units or 20 out of 60 units). Units earned with a grade of "C- Minus" or less or a failing grade will not be considered eligible under the EIP program.

6.3 College Level shall mean any post-high school educational institution accredited by the California State Department of Education, the Western Association of Schools and Colleges, or by equivalent organizations in other states and countries, or which have the prior approval of the City Administrator.

6.4 Job Related shall mean any college level course related to technical or specialized aspects of the employee's position, as well as courses meeting general educational degree requirements, which are reasonably job-related. The City Administrator's determination of the eligibility of any course shall be final and shall be obtained prior to taking a course.

6.5 Units shall mean semester units (two semesters to a full academic year). Each quarterly or trimester unit shall be counted at a value of .67% of a semester unit.

6.6 Rates of additional compensation:

A. Academic Education. Upon satisfactory completion of 30 units of college level

Memorandum of Understanding: Carmel Fire Ambulance Association
~~January-July 1, 2017-2019~~ – June 30~~1~~, 20~~22~~~~19~~

related courses, the employee shall receive a salary increase equal to two and one-half percent (2.5%) of their base salary. Upon attainment of 60 units or the attainment of an Associate Degree, the employee shall receive a salary increase equal to five percent (5%) of base salary.

- B. Non-Academic Training or Instruction. For eligible employees, the City Administrator, upon recommendation of the Department Manager, may grant prior

approval for a course of instruction or training, which would lead to the attainment of EIP. The City Administrator shall be guided in this determination by the value to the City of the employee's knowledge and/or skill accumulation, and by the employee's expenditure of time and effort as compared to that put forth by an employee earning the same level of EIP by the accumulation of college-level units (at approximately 30 to 54 hours per college unit).

- C. In no case shall the EIP rate of compensation exceed five percent (5%)

- 6.7 Eligibility: In order for employees to be eligible for EIP, all of the following conditions shall be met:

- A. Employees currently employed, as of the effective date of this MOU, shall become eligible for EIP once he or she successfully completes 18 months of continuous service to the City. This period of time may be waived at the discretion of the City Administrator.

Employees hired after January 1, 2017 shall become eligible for EIP on their date of hire.

- B. The education, training or instruction shall be acquired at times when the City does not compensate the employee. Reimbursement to the employee by the City for the costs of books, tuition, or supplies shall not affect eligibility. Scholarships or veteran's benefit shall not be considered compensation.
- C. Credit shall not be given for work experience, even though an academic institution may have given credit for such experience, until such time as a degree is granted the employee by such institution.
- D. The employee shall submit to the City Administrator through the Department Manager a list of courses and credits, together with transcripts or other proof of satisfactory completion, as may be required to verify the acquisition of claimed credits.

- 6.8 Time of payment: EIP shall be paid eligible employees beginning with the pay period in

Memorandum of Understanding: Carmel Fire Ambulance Association
~~January~~ ~~July~~ 1, ~~2017-2019~~ – June 30~~1~~, 20~~22~~~~19~~

which the City Administrator has approved the application for EIP.

ARTICLE 7: RETIREMENT PROGRAMS

This Section (including subsections) applies to Safety members who are contributing members of CalPERS.

A. Retirement Benefits for Members Before April 15, 2012.

Employees hired before April 15, 2012 shall be eligible to receive the 3% @ 50 retirement benefit formula, the formula that was in place at the time they began employment at Carmel-by-the-Sea. For purposes of determining a retirement benefit, final compensation for employees covered by this section shall mean the single highest year of service. Employees covered by this section shall pay 100% of the required member contribution, which is 9%. In addition, these employees shall pay a percentage of their compensation towards the employer's contribution, as described in subsection D. below.

B. Retirement Benefits for Members Hired After April 15, 2012 but Before January 1, 2013, and Classic Members, as Determined by CalPERS

Employees hired after April 15, 2012 but before January 1, 2013, and for "classic" employees within the meaning of the Public Employees' Pension Reform Act of 2013 ("PEPRA"), as determined by CalPERS, who are hired on or after January 1, 2013, shall be eligible to receive the 2% @ 50 retirement benefit formula, the formula that was in place at the time they began employment at Carmel-by-the-Sea. For purposes of determining a retirement benefit, final compensation for employees covered by this section shall mean the highest average compensation earnable earned during 3 consecutive years of service. Employees covered by this section shall pay 100% of the required member contribution, which is 9%. In addition, these employees shall pay a percentage of their compensation towards the employer's contribution, as described in subsection D. below.

C. Retirement Benefits for Members Hired On or After January 1, 2013

Employees hired on or after January 1, 2013, shall be eligible to receive the 2.7% @ 57 retirement benefit formula. For purposes of determining a retirement benefit, final compensation for employees covered by this section shall mean the pensionable compensation earned during the 3 consecutive years of service immediately preceding the member's retirement. Employees covered by this section shall pay 100% of the

Memorandum of Understanding: Carmel Fire Ambulance Association
~~January~~ July 1, 2017-2019 – June 30~~1~~, 2022~~19~~

required member contribution, which is 50% of the normal cost established by CalPERS. In addition, these employees shall pay a percentage of their compensation

towards the employer's contribution, as described in subsection D. below.

D. Cost Sharing of Employers Cost Under Section 20516

The CITY shall pay the employer rate prescribed by the Public Employees' Retirement System (CalPERS) in accordance with the rules and regulations governing such employer contributions.

~~1.—~~

~~Classic Effective June 16, 2017, employees will pay a portion of the employer rate, as described below.~~

~~Effective June 16, 2017, the~~ employees described in Paragraphs 3A and 3B ~~above~~ ~~above~~, shall pay 100% of their required member contribution rate of 9% for their respective benefit formula, plus an additional 3% of pensionable compensation towards the employer's contribution for a total of 12%.

~~2.1.~~

For the duration of this Agreement, Classic employees as defined by CalPERS (Paragraphs A and B) described in this Article shall contribute no more than 12% of pensionable compensation towards retirement.

~~2. Effective upon ratification, the~~ PEPRA employees, described in Paragraph 3C above shall pay ~~their required member contribution rate of 50% of the total normal cost of their pension benefit, plus an additional 3% of pensionable compensation towards the employer's contribution~~ 50% of the plan's total normal cost, plus an additional 3% of pensionable compensation.

~~3. For the duration of this contract, the City shall not impose any increases to the member contribution for Classic or PEPRA members beyond those provided herein, unless the employer contribution is reduced by a commensurate rate or as otherwise negotiated by the parties.~~

~~The parties acknowledge that CalPERS mandates an election of unit members, separate from ratification of this Agreement, to provide for this cost sharing pursuant to Government Code Section 20516. As soon as practicable after the effective date of this Agreement, the City will initiate the contract amendment process. Upon approval and agreement from the bargaining unit and completion of the City's amendment to the CalPERS contract, employee contributions will be made pursuant to Government Code Section 20516; Employee Cost Sharing of Additional Benefits. Notwithstanding the above, the cost sharing described in this subsection D. shall be implemented outside of a PERS contract amendment as authorized by Government Code Section 20516(f). The Association and the City will take all actions necessary to implement the pension cost sharing agreement described in this subsection D.~~

E. Additional Retirement Options

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The CITY shall continue to maintain the following, contracted retirement options:

1. Single Highest Year (only for employees hired on or before April 15, 2012.
2. Fourth level of 1959 Survivors Benefit (\$2.00 per month cost to the employee)
3. The City agrees to permit members, if they choose, to purchase military service credit as public service to the extent permitted by PERS, solely at the members' expense.
4. Pursuant to Resolution No. 96-116 qualified members shall have the option to elect the pre-tax payroll deduction plan for their service credit purchases (i.e., redeposit, service prior to membership, military service, etc.).
5. In accordance with Government Code Section 20965, upon retirement, members may elect to convert unused accumulated sick leave toward additional CalPERS service credit.

ARTICLE 8: DEFERRED COMPENSATION

8.1 The CITY offers employees the opportunity to participate in a deferred compensation plan on a voluntary basis through the payroll deduction plan. Participation and contributions are regulated by the rules and regulations established by the Internal Revenue Service (IRS) for such plans (457 Plans). Nothing in this section shall prohibit or restrict this voluntary participation, in the plan(s) offered by the City.

8.1.1 The City shall make monthly contributions on behalf of each Full Time Shift employee ~~in the amount of twenty-five dollars (\$25.00)~~ as follows:

<u>PEPRA Employees</u>	<u>\$100/month</u>
<u>Classic Employees</u>	<u>\$ 25/month</u>

-The individual members of the ASSOCIATION shall specify the City sponsored plan and investment option(s).

ARTICLE 9: UNIFORM ALLOWANCE

9.1 Regular Full Time Shift Employees shall be entitled to a uniform allowance of \$50.00 per month for dry cleaning of their uniforms. The City will continue to provide two new

Memorandum of Understanding: Carmel Fire Ambulance Association

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uniforms to new employees and replace any damaged or worn uniforms, upon request from the employee and approval of the Director. The City will reimburse employees up to \$300 per year for boot replacement or repair. Reimbursement will require a receipt from the employee.

The items provided to new members by the City are:

- 2 pair of duty pants
- 2 Class B Uniform Shirts
- 1 Belt
- 1 pair of boots not to exceed \$300
- A Badge
- A City firefighter ID Card

ARTICLE 10: HOLIDAYS

10.1 The following holidays shall be observed:

- A. January 1 - New Year's Day
- B. Third Monday of January - Martin Luther King Day
- C. February 12th - Lincoln's Birthday
- D. Third Monday of February - President's Day
- E. Last Monday of May - Memorial Day
- F. July 4th – Independence Day
- G. First Monday of September - Labor Day
- H. November 11th - Veteran's Day
- I. The Thursday in November appointed by the Governor or the President as Thanksgiving Day
- J. The Friday immediately following the Thursday in November designated as Thanksgiving
- K. The weekday (excludes Saturday and Sunday), which precedes December 25th
- L. December 25th – Christmas Day

ARTICLE 11: GENERAL LEAVE

11.1 Full Time Shift Employees of the Association shall be entitled to one shift (24 hours) of General Leave during the period of the contract. The Department Manager shall approve use of General Leave. General Leave may not be accumulated from one year to the next and may not be considered for monetary compensation.

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January ~~July~~ 1, ~~2017-2019~~ – June 30~~1~~, 20~~22~~~~19~~

ARTICLE 12: HOLIDAY-IN-LIEU

12.1 Regular Full Time Shift Employees of the ASSOCIATION shall be compensated at the regular hourly rate for that position for holidays.

ARTICLE 13: VACATION ACCRUAL PLAN

- 13.1 The following vacation accrual schedule shall be in effect for all Regular Full Time Shift Employees:

1 - 4 years of service:	144 hours per year
5 - 10 years of service:	168 hours per year
11 - 15 years of service:	216 hours per year
15 years of service and over:	288 hours per year

- 13.2 Usage shall only be in increments of twenty-four (24) hours, unless prior approval has been obtained from the appropriate department administrator.
- 13.3 The maximum amount of vacation time that may be held in an unused status shall be the amount an employee is entitled to accrue in two (2) anniversary years; an employee stops earning vacation once the employee has banked an amount equal to two years accrual, and does not begin earning vacation again until the employee's accrual drops below that amount. The Public Safety Director may grant exceptions with approval by the City Administrator.
- 13.4 During the term of this MOU, the parties agree to meet and confer on the Association's proposal that members receive service credit from other agencies.

ARTICLE 14: BEREAVEMENT LEAVE

- 14.1 Each regular full time Shift Employee of the ASSOCIATION shall be entitled to use seventy-two (72) hours of bereavement leave each fiscal year for serious illness, disability, or death in the employee's immediate family.
- 14.2 Immediate family is defined as the employee's spouse, child, stepchild, parent, stepparent, grandparent, sibling, mother-in-law, father-in-law, sister-in-law, and brother-in-law, or any other person approved by the department manager. The department manager may require the employee furnish satisfactory proof to substantiate the use of bereavement leave. Bereavement leave shall not be subtracted from an employee's sick leave account and shall not accrue from one fiscal year to the next.

ARTICLE 15: SICK LEAVE

- 15.1 The rate of accrual for sick leave for Regular Full Time Shift Employees of the ASSOCIATION shall be 24 hours per month. These days are to be used in used in accordance with the procedure(s) outlined below and in the Personnel Ordinance of the Municipal Code of the City of Carmel- by-the-Sea.
- 15.2 Sick leave shall be charged against an employee's credit only for regular working days and shall not be charged for time absent on holidays or other authorized days off. Charges against an employee's credit shall be rounded off to the lowest hour, for example:

<u>Time Off Work</u>	<u>Time Charged</u>
59 minutes or less	0
1 hour	1 hour
1 hour and any segment of the next hour	1 hour

- A. Medical appointments of 59 minutes or less, with written physician verification, shall not be charged to an employee's sick leave account.
- B. Medical appointments of 59 minutes or less, without written physician verification, shall be charged to employee's sick leave account in 15 minute segments
- C. If an employee becomes sick on scheduled vacation time, the department manager may, with acceptable documentation, authorize the use of sick leave instead of vacation leave.
- 15.3 Regular Full Time Shift employees hired on or after 1 November 1984 shall be able to accumulate an unlimited number of sick leave hours, while employed. A maximum of six hundred (600) base hours will be the total amount on which the City will base reimbursement to the employee upon termination or resignation from employment.

This provision does not apply to employees with less than five (5) years of continuous service who **shall not** be entitled to any compensation under this section.

- A. Resignation from employment after five (5) years will result in reimbursement at 25% of 600 hours maximum, times the actual hourly rate at the time of resignation.
- B. Retirement from employment after five (5) years will result in reimbursement at 50% of 600 hours maximum, times the actual hourly rate at the time of resignation.

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- 15.4 ~~Regular Full Time Shift employees employed by the City before 1 November 1984 will be entitled to accumulate an unlimited amount of sick leave hours. The formula for compensation upon severance of employment will be:~~

~~Resignation: Twenty five percent (25%) of the full accrued sick leave hours times the current hourly rate.~~

~~Retirement: Fifty percent (50%) of the full accrued sick leave hours times the current hourly rate.~~

- 15.5 Upon approval of the department manager, accrued sick leave may be used to accommodate the need for additional hours in the case of illness, disability, or death in the employee's immediate family. Immediate family is defined as the employee's spouse, child, step-child, parent, stepparent, grandparent, sibling, mother-in-law, father-in-law, sister-in-law, and brother-in-law, or any other person approved by the department manager. The department manager may require the employee furnish satisfactory proof to substantiate the use of sick leave for this purpose.
- 15.6 Pursuant to Government Code Section 20965 and the City's CalPERS retirement contract, an employee may elect to use sick time available to him/her under the provision of the contract for sick leave service credit. If an employee elects to use sick leave available for service credit, such time cannot also be applied to the "sell back" provision under this section.

ARTICLE 16: CATASTROPHIC ILLNESS/SICK LEAVE HOURS TRANSFER

- 16.1 General Requirements: A Regular Full Time Shift employee shall be faced with or have incurred either a catastrophic illness or major injury from an accident in order to be eligible for this program. Individual determinations of catastrophic illness or major injury from an accident shall be determined by the appointing authority (City Administrator)
- 16.2 The employee requesting the transfer of sick leave hours must have reached zero balances in the sick leave, vacation, compensatory time and executive leave accounts during the illness or recovery period in order to be eligible.
- 16.3 Generally, the illness or accident recovery period must be longer than three weeks for the employee to be eligible. The appointing authority will evaluate each request and may modify this time period based on the facts of the case.

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- 16.4 Any employees desiring to contribute hours must maintain a minimum balance of three hundred-sixty (360) hours after the transfer has been deducted from their sick leave account(s).
- 16.5 Hours transferred from general employee accounts to any Shift Employee of the ASSOCIATION shall be deducted in eight (8) hour blocks and converted into twenty- four (24)-hour units by multiplying by three (3). The result shall be the number of hours that will be transferred to the employee.
- 16.6 Hours transferred from these accounts to any forty (40) hour per week employee shall be deducted in twenty-four (24) hour blocks and converted into eight hour units by dividing by three (3). The result shall be the number of hours that will be transferred.
- 16.7 Employee Use of the Program - Employees **MUST**:
 - A. Notify their Department Manager to request assistance in utilizing the program.
 - B. State the reason for the request and the approximate number of hours they believe will be needed.
- 16.8 The Department Manager **WILL**:
 - A. File the employee's request with the Human Resources Office.
- 16.9 The Administrative Services Department **WILL**:
 - A. Present the request to the City Administrator for authorization and determination of the validity of the request.
 - B. Disseminate notices to Municipal Departments stating an employee is in need of sick leave hours and request interested employees to contact the Administrative Services Department.
 - C. Maintain the confidentiality of the employee(s) who donates sick leave hours to the employee in need.
 - D. Notify the Finance Specialist to make the transfer of sick leave hours when the transfer is approved.

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16.10 The City Administrator **WILL**:

- A. Review requests for participation in the program.
- A. Authorize or deny the transfer of sick leave hours pursuant to the request.

ARTICLE 17: PHYSICAL EXAMINATIONS

17.1 Each Regular Full Time Shift employee under the age of forty-five (45) shall be entitled to a physical examination every other year during the term of the contract, subject to the financial guidelines stated in this section. Employees in this category who had a City paid physical in the fiscal year just prior to the fiscal year of this contract shall not be entitled to a City paid physical during the period of this contract.

During the term of this MOU, the parties agree to meet and confer a City wide wellness program.

17.2 Regular Full Time Shift Employees who turn forty-five (45) years of age during the term of this contract shall be entitled to one City paid physical per year after attaining that age and subject to the financial guidelines stated in this section.

17.3 Regular Full Time Shift Employees forty-five (45) years of age or older shall be entitled to one City paid physical examination per fiscal year, subject to the financial guidelines stated in this section.

17.4 The City shall pay up to two hundred and twenty-five dollars (\$225.00) for the physical examination and accompanying tests. Any expense in excess of this amount shall be borne by the employee.

17.5 A licensed physician of the employee's choice may perform physical examinations. The physician shall complete a Physician Evaluation Report Form. Payment shall be made upon receipt by the Human Resources Office of the form and a statement of all charges, within ninety (90) days from date-of-service.

ARTICLE 18: HOURS OF WORK/SCHEDULING

18.1 The work period for Shift Employees shall be fifty-six (56) hours.

- A. Development of the shifts pursuant to this agreement shall be at the discretion of the Department Manager, subject to meet and confer in good faith.

ARTICLE 19: OVERTIME COMPENSATION AND/OR COMPENSATORY TIME

- 19.1 The CITY shall comply with all regulations established by the Fair Labor Standards Act (FLSA)
- 19.2 Shift Employees shall have all overtime compensation based on the fifty-three (53) hour work period rate. Exception: The three (3) hours between fifty-three (53) and fifty-six (56) shall be compensated at **half** time.
- 19.3 There shall be a one (1) hour minimum call back.
- 19.4 Overtime shall be compensated at time and one-half for all work performed over the normal work period. Paid time off shall be counted as time worked.
- 19.5 Employees entitled to overtime compensation may, in lieu of monetary compensation for statutory overtime, choose to receive compensatory time at a rate of not less than one and one-half hours for each hour of overtime worked. Compensatory time shall only be granted upon approval of the department manager.
- 19.6 Accrued compensatory time may be used within a “reasonable period” of time after an employee’s request as long as it does not “unduly disrupt” the operations of the agency. (Per FLSA guidelines)
- 19.7 Compensatory time may be accrued up to the following limits with Department Manager approval: 120 hours (equivalent to 80 hours at time and one-half). In the first pay period of June and December of each year, members may cash out any accrued compensatory time beyond 80 hours. Any cash out may not result in a compensatory time bank of fewer than 80 hours.
- 19.8 In the event compensatory time is sold back to the CITY, it will be paid at the FLSA regular rate.

ARTICLE 20: INSURANCE PROGRAMS

- 20.1 The City offers a variety of insurance protection programs for the employee and dependents. Some protection is provided through fully insured instruments. Other protection is provided through a City self-funded program. Other protection is employee funded.

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20.2 For the purposes of this section the following definitions and groupings of coverage shall exist:

A. **Non-Elective (Core):** Mandatory coverages: (Employer Paid)

- 1) The mandatory contribution required by CalPERS for each employee enrolled in the medical protection program. The non-elective City contribution/premium toward the medical will be CalPERS minimum contribution under Gov. Code Section 22892.
- 2) Employee/Dependent dental premium, established by the City's broker of record for the self-insured dental plan, depending on the level of coverage chosen
- 3) Collective employee/dependent vision premium established by the City's broker of record for the self-insured vision plan.
- 4) Basic \$30,000 life insurance premium (available only to Full-Time Shift employees).
- 5) Accidental Death and Dismemberment Policy (available only to Full Time shift employees)

B. **Elective (non-core) coverages**, available for purchase with flexible spending monies given each eligible employee:

- 1) Employee and/or dependent medical coverage in the CalPERS Program less the mandatory per month required employer payment.
- 2) Optional (Supplemental) Life Insurance
- 3) I.R.C. Section 125 - Flexible Spending Account
- 4) I.R.C. Section 125 - Dependent Care

C. **Opting Out** (Medical Program Only): Full-Time Shift- employees may elect not to participate in the CalPERS medical plan. Anyone opting out **shall only be eligible to take cash in the amount of \$291 per month**, providing they meet the following condition(s):

- 1) They shall submit proof of coverage elsewhere.

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- 2) They shall sign a medical plan waiver.
- 3) Married employees shall be required to obtain the signature of their spouse on the medical plan waiver form.
- 4) Employees under legal order to provide medical coverage for any dependents shall only be permitted to opt out after showing proof of coverage for each dependent identified in such legal order.

D. **Section 125 Plan:** The City's insurance plan is structured within this tax-deferred program. This is an Internal Revenue Code permitted plan. A third party administrator provides administration of the plan. The City pays administrative fees.

20.3 Medical Insurance Contributions:

A. The City's Maximum Medical Premium Contribution will be capped at 80% of the PORAC, CalPERS CHOICE, SELECT, CARE, or EPO Medical Premium for eligible employees enrolled in the Public Employees' and Hospital Care Act (PEMHCA) Medical Plan.

20.4 If employees select elective benefits which cost more than their allotted flexible spending dollars as defined in Section 20.3, that cost will be deducted through payroll deduction on a monthly basis, using pre-tax dollars.

20.5 As stated in Section 20.2(B.2) above, the CITY agrees to maintain a contract for Supplemental Term Life Insurance. The cost of this insurance shall be paid fully by each participating employee. Implementation and continuation requires participation of ten (10) employees from the eligible group. For purposes of this program the eligible group shall include all city employees currently eligible for the City Funded Life Insurance. Individuals must purchase coverage in blocks of \$10,000, with 5 blocks available without a medical certification/examination. Dependent blocks are also available. Rates for each \$10,000 of coverage and are determined on a cash-specific basis using age of the individual and whether or not the individual is a smoker/non-smoker.

ARTICLE 21: OTHER BENEFITS

21.1 Jury Duty

A. The CITY provides time off with no loss of salary for employees who must fulfill jury duty obligations. Employees shall be entitled to keep the mileage reimbursement for such service. Any per diem amount received by the employee

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shall be signed over to the CITY.

21.2 Employee Payroll Deductions

- A. The CITY, upon authorization from any employee, shall make direct deposit(s) to the financial institution of the employee's choice providing the CITY has the compatible technology to do so. Employee funded insurance programs and deductions for deferred compensation programs shall be paid through payroll withholding.

ARTICLE 22: IMPASSE RESOLUTION

22.1 Impasse Defined

- A. "Impasse" means that the representatives of the City and a recognized employee organization have reached a point in their meeting and conferring in good faith where their differences on matters to be included in a Memorandum of Understanding, and concerning which they are required to meet and confer, remain so substantial and prolonged that further meeting and conferring would be futile.

22.2 Initiation of Impasse Procedures

If the meet and confer process has reached impasse as defined in "A" above, either party may initiate the impasse procedures by filing with the other party a written request for an impasse meeting, together with a statement of its position on all issues. The City Administrator shall then schedule an impasse meeting promptly. The purpose of such meeting shall be:

- A. To allow the parties to review each other's position in a final effort to reach agreement on a Memorandum of Understanding; and
- B. To discuss arrangements for the utilization of the impasse procedures if the impasse is not resolved.

22.3 Mediation

- A. The parties agree that if the impasse is not resolved the dispute shall be submitted to a mediator from the California State Mediation and Conciliation Service. Costs for mediation services, if any, shall be borne equally by the City and the Employee Association.

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B. All mediation proceedings shall be private. The mediator shall make no public recommendation, nor take any public position at any time concerning the issues.

ARTICLE 23: MANAGEMENT RIGHTS

23.1 It is understood and agreed that the CITY retains all of its powers and authority to manage municipal services and the work force performing those services.

23.2 It is agreed that during the term of this contract the CITY shall not be required to meet and confer on matters, which are solely a function of management, including the right to:

- A. Determine and modify the organization of City government and its constituent work units.
- B. Determine the nature, standards, levels, and mode of delivery of services to be offered to the public.
- C. Determine the methods, means, and the numbers and kinds of personnel by which services are to be provided.
- D. Determine whether goods or services shall be made or provided by the City, or shall be purchased, or contracted for.
- E. Establish employee performance standards and to require compliance therewith.
- F. Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees, subject to the requirements of applicable law including the current Personnel Ordinance.
- G. Relieve employees from duty because of lack of work or lack of funds or for other legitimate reasons.
- H. Implement rules, regulations, and directives consistent with all applicable laws and the specific provisions of the Memorandum of Understanding.
- I. Take all necessary actions to protect the public and carry out its mission in emergencies.

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- 23.3 Decisions under this section shall not be subject to the grievance procedure unless specifically authorized by the Personnel Ordinance or other applicable law.

ARTICLE 24: SEPARABILITY

- 24.1 If a court of competent jurisdiction finally determines that any provision of the Memorandum of Understanding is invalid and unenforceable, such provision shall be separable, and the remaining provisions of the Memorandum of Understanding shall remain in full force and effect.

ARTICLE 25: EFFECT OF AGREEMENT

- 25.1 This Memorandum of Understanding sets forth the full and complete understanding between the parties hereto. Any items, from previous agreements, not addressed in this agreement are carried forward.

SIGNATURES

For the City of Carmel-by-the-Sea:

 Chip Rerig, City Administrator Dated

 Georgia Cochran, City Negotiator Dated

For the Carmel Fire Ambulance Association:

 David Jedinak, Negotiator Dated

 Isaac Eckel, Negotiator Dated

 Stuart D. Adams, Esq., CFAA Negotiator Dated

CITY OF CARMEL-BY-THE-SEA
PAY SCHEDULE FOR CARMEL FIRE AMBULANCE ASSOCIATION CLASSIFICATIONS
EFFECTIVE FEBRUARY 1, 2020

3.0%								
Classification	Grade	Pay	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6*
Firefighter/Paramedic	A-1	Hourly:	\$ 30.21	\$ 31.53	\$ 32.91	\$ 34.37	\$ 35.92	\$ 36.99
		Monthly:	\$ 6,938.03	\$ 7,241.18	\$ 7,558.11	\$ 7,893.41	\$ 8,249.39	\$ 8,495.12
		Annual:	\$ 83,256.34	\$ 86,894.16	\$ 90,697.33	\$ 94,720.97	\$ 98,992.65	\$ 101,941.48

*Step 6: Association members are eligible for a one-time 6th step in each classification, three percent (3%) longevity/merit increase, per Carmel Fire Ambulance MOU.

CITY OF CARMEL-BY-THE-SEA
PAY SCHEDULE FOR CARMEL FIRE AMBULANCE ASSOCIATION CLASSIFICATIONS
EFFECTIVE JULY 1, 2020

2.0%								
Classification	Grade	Pay	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6*
Firefighter/Paramedic	A-1	Hourly:	\$ 30.81	\$ 32.16	\$ 33.57	\$ 35.06	\$ 36.64	\$ 37.73
		Monthly:	\$ 7,075.82	\$ 7,385.87	\$ 7,709.69	\$ 8,051.88	\$ 8,414.74	\$ 8,665.07
		Annual:	\$ 84,909.90	\$ 88,630.39	\$ 92,516.23	\$ 96,622.56	\$ 100,976.91	\$ 103,980.86

*Step 6: Association members are eligible for a one-time 6th step in each classification, three percent (3%) longevity/merit increase, per Carmel Fire Ambulance MOU.

CITY OF CARMEL-BY-THE-SEA
PAY SCHEDULE FOR CARMEL FIRE AMBULANCE ASSOCIATION CLASSIFICATIONS
EFFECTIVE JULY 1, 2021

2.0%								
Classification	Grade	Pay	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6*
Firefighter/Paramedic	A-1	Hourly:	\$ 31.43	\$ 32.80	\$ 34.24	\$ 35.76	\$ 37.37	\$ 38.48
		Monthly:	\$ 7,218.21	\$ 7,532.85	\$ 7,863.56	\$ 8,212.64	\$ 8,582.39	\$ 8,837.32
		Annual:	\$ 86,618.57	\$ 90,394.18	\$ 94,362.70	\$ 98,551.70	\$ 102,988.73	\$ 106,047.80

*Step 6: Association members are eligible for a one-time 6th step in each classification, three percent (3%) longevity/merit increase, per Carmel Fire Ambulance MOU.



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

March 3, 2020
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Ashlee Wright, Director, Libraries & Community Activities

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Adopt Resolution 2020-016, entering into an agreement with Monterey County Free Libraries to offer Literacy Services at Harrison Memorial Library.

RECOMMENDATION:

Adopt Resolution 2020-016 entering into an agreement with Monterey County Free Libraries to offer Literacy Services at Harrison Memorial Library.

BACKGROUND/SUMMARY:

The American Library Association has identified literacy as one of its Key Action Areas in its strategic plan. The American Library Association assists and promotes libraries in helping children and adults develop the skills they need, including the ability to read and use technology, understanding that the ability to seek and effectively utilize information resources is essential in a global information society.

Many public libraries in California provide literacy programs that help English-speaking adults improve their reading and writing skills so that they can reach their potential as workers, parents and community members. Nationally, 43% of Americans with the lowest literacy skills live in poverty. Between 80,000 and 90,000 adults (28%) in Monterey County lack basic literacy skills.

In 2013 the Harrison Memorial Library entered into an agreement, that has since expired, with Monterey County Free Libraries to administer the County's Adult Literacy Program, ReadMCFL, that offers literacy services to English-speaking adults who live or work within Monterey County. Monterey County Free Libraries trains tutors, partners them with learners, and works to make space available for tutor/learner partners that is convenient and welcoming.

The Harrison Memorial Library has been providing space and resources for tutor/learner pairs during regular library hours, as well as a basic literacy collection for use by tutors, learners, and the general public. The Library currently has several tutor/learner pairs who meet at the Harrison Memorial Library.

Entering into this agreement supports the Harrison Memorial Library's 2020-2022 Strategic Plan objectives to:

- Lead the community as a center for learning

- Broaden community impact
- Invest in thoughtful and purposeful community partnerships

It also fulfills the Library's Mission and Vision statements:

Our Mission: What we do.

We are an efficient medium for the free and equitable distribution and exchange of books, information, and ideas; and a recognized social center providing the community with a place to learn, interact and gather.

Our Vision: What we aspire to be.

We aspire to be a welcoming place where reading, learning and imagination thrive; a recognized leader and respected voice in our community; and a model library in our industry.

FISCAL IMPACT:

None for this action.

PRIOR CITY COUNCIL ACTION:

There is no prior Council action on this item.

ATTACHMENTS:

Attachment #1 - Resolution 2020-016 MCFL Literacy

Attachment # 2 - Agreement between MCFL and HML

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

RESOLUTION NO. 2020-016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
ENTERING INTO AN AGREEMENT WITH THE MONTEREY COUNTY FREE LIBRARIES TO
OFFER LITERACY SERVICES AT HARRISON MEMORIAL LIBRARY**

WHEREAS, American Library Association has identified literacy as one of its Key Action Areas in its strategic plan; and

WHEREAS, many public libraries in California provide literacy programs that help English-speaking adults improve their reading and writing skills so that they can reach their potential as workers, parents and community members; and

WHEREAS, between 80,000 and 90,000 adults (28%) in Monterey County lack basic literacy skills; and

WHEREAS, Monterey County Free Libraries Adult Literacy Program, ReadMCFL, offers literacy services to English-speaking adults who live or work within Monterey County. Monterey County Free Libraries trains tutors, partners them with learners, and works to make space available for tutor/learner partners that is convenient and welcoming; and

WHEREAS, Harrison Memorial Library has been providing space and resources for tutor/learner pairs during regular library hours, as well as a basic literacy collection for use by tutors, learners, and the general public since 2013; and

WHEREAS, entering into this agreement supports the Library's Strategic Plan, Mission and Vision.

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

Enter into an agreement with Monterey County Free Libraries to offer Literacy Services at Harrison Memorial Library.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-
THE-SEA this 3rd day of March, 2020, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Britt Avrit, MMC
City Clerk

**Agreement between
Monterey County, acting through Monterey County Free Libraries,
and
the City of Carmel-by-the-Sea, acting through the Harrison Memorial Library**

This Agreement (“AGREEMENT”) is entered into by the County of Monterey “County”), acting through Monterey County Free Libraries (“MCFL”) and the City of Carmel-by-the-Sea (“Carmel”), acting through its library department, the Harrison Memorial Library (“HML”). The intent of this Agreement is to offer literacy services at Carmel’s HML facilities to adults who live or work within the County. . MCFL’s literacy program, Read with MCFL, will be called “ReadMCFL” in this AGREEMENT.

I. PURPOSE & SCOPE

The purpose of this AGREEMENT is to clearly identify the roles and responsibilities of each party as they relate to the delivery of literacy services at HML facilities to adults who live or work within the County. It is understood that MCFL has a well-established literacy program and Carmel has the desire to provide literacy services at HML facilities without establishing a separate literacy program. HML facilities consist of the Main Library, located on the corner of Ocean Avenue and Lincoln Street, and the Park Branch, located on the corner of Mission Street and Sixth Avenue, in Carmel city limits.

Both parties are entering into this AGREEMENT in the spirit of collaboration and in good faith with the intention of finding a way to best serve the public while working within their limited resources.

II. ROLES AND RESPONSIBILITIES UNDER THIS AGREEMENT

A. Carmel shall undertake the following activities:

1. Create an extension program of ReadMCFL at HML facilities and assume all financial responsibility and liability for the program
2. Ensure that all adults who request literacy services are provided relevant information and the opportunity to request a tutor
3. Provide the contact information of adults requesting literacy services to ReadMCFL for purposes of assessing their readiness and matching them with tutors
4. Refer all adults who seek to serve as tutors or who seek tutor training to ReadMCFL and provide such individuals with relevant information regarding ReadMCFL and tutor training opportunities
5. Under the guidance of ReadMCFL staff, create at Carmel’s expense, a specialized literacy collection of appropriate size consisting of books, workbooks, and other literacy tools for use by tutors and literacy learners
6. Provide space for tutor-learner pairs from all parts of Monterey County to meet for literacy purposes during regular HML facility library hours,

7. Allow tutors and literacy learners to use the public access computers located in HML facilities
 8. Promote literacy services provided to the public at HML facilities by making referrals, distributing ReadMCFL program flyers and brochures and by service announcements on the HML website
 9. Actively recruit literacy tutors and learners
 - 10. Collect literacy services data as requested by the County, through MCFL, and transmit these statistics to the County, through MCFL, within the time period specified by the County
 11. Treat all participants in the literacy program, both literacy tutors and literacy learners, as regular HML library users and volunteers, with attendant rights and privileges
 12. Communicate with the County, through MCFL, in a prompt and regular manner regarding ReadMCFL program activities
- B. The County, through MCFL, shall undertake the following activities:
1. Create an extension program of ReadMCFL to be provided to the Monterey County public at HML facilities
 2. Provide Carmel staff at HML facilities with orientation and training, including creating an FAQ list, as necessary to support the ReadMCFL literacy program
 3. Provide tutor training to Carmel staff at HML facilities at least once a year for the five (5) year term of this AGREEMENT , at a time mutually agreed upon by County staff, acting through MCFL, and Carmel staff at HML facilities
 4. Provide selection support, as necessary, for Carmel to create a specialized literacy collection at HML facilities consisting of books, workbooks, and other literacy tools, while operating within Carmel's budget restrictions
 5. Respond to questions and concerns from Carmel staff at HML facilities promptly
 6. Respond to literacy tutor and learner requests promptly and attempt to match literacy tutors and learners from HML facilities promptly, if deemed necessary by County staff, with literacy tutors or learners from other ReadMCFL locations. Literacy tutors and learners recruited at HML facilities may also be placed at other ReadMCFL locations if deemed appropriate or necessary by County staff.

III. LIABILITY AND INDEMNIFICATION

A. Carmel agrees to defend, indemnify and hold harmless the County of Monterey, its successors, assigns, trustees, officers, employees, agents and volunteers from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever arising out of the delivery of services under this Agreement, unless such claims, liabilities, or losses arise out of sole negligence or willful misconduct of the County.

B. The defense, indemnity and hold harmless obligations set forth herein shall remain in full force and effect during the term of this Agreement, and shall survive the termination or expiration of this Agreement, extending through to the expiration of the statute of limitations applicable to claims arising from the delivery of services under this Agreement.

IV. INSURANCE

A. Evidence of Coverage:

Prior to commencement of this AGREEMENT , Carmel shall provide the County with a "Certificate of Insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, Carmel upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Department, unless otherwise directed. Carmel shall not receive a "Notice to Proceed" with the work under this AGREEMENT until it has obtained all insurance required and such, County has approved insurance. This approval of insurance shall neither relieve nor decrease the liability of Carmel.

B. Qualifying Insurers:

All coverage's, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, per the current Best's Key Rating Guide or a company of equal financial stability that is approved by County's Purchasing Officer.

C. Insurance Coverage Requirements:

Without limiting Carmel's duty to indemnify, Carmel shall maintain in effect throughout the term of this AGREEMENT a policy or policies of insurance with the following minimum limits of liability:

1. Commercial general liability insurance, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broadform Property Damage, Independent Contractors, Products, and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

2. Business automobile liability insurance, covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this AGREEMENT , with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

3. Workers' Compensation Insurance, if Carmel employs others in the performance of this AGREEMENT , in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

D. Other Insurance Requirements:

1. All insurance required by this AGREEMENT shall be with a company acceptable to County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this AGREEMENT , all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date Carmel completes its performance of services under this AGREEMENT .
2. Each liability policy shall provide that County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Carmel and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this AGREEMENT , or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.
3. Commercial general liability and automobile liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the Carmel's work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by Carmel's insurance. The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10 11-85 or CG 20 10 10 01 in tandem with CG 20 37 10 01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 48 02 99.
4. Prior to the execution of this AGREEMENT by County, Carmel shall file certificates of insurance with County's contract administrator and County's

Contracts/Purchasing Division, showing that Carmel has in effect the insurance required by this AGREEMENT . Carmel shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this AGREEMENT , which shall continue in full force and effect.

F. Carmel shall always during the term of this AGREEMENT maintain in force the insurance coverage required under this AGREEMENT and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify the Carmel and Carmel shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by Carmel to maintain such insurance is a default of this AGREEMENT , which entitles County, at its sole discretion, to terminate this AGREEMENT immediately.

V. TERM AND TERMINATION

A. The term of this AGREEMENT is from January 1, 2020 to December 31, 2024 ("Term").

B. Extension of the Term, of this AGREEMENT , of one year per extension, may be effected at any time upon written amendment signed by both parties prior to the expiration of the Term, or any extensions of the Term, for no more than three (3) additional years.

C. The AGREEMENT may be dissolved upon mutual Agreement or by either party with at least 8 weeks' advance, written notice to the other party.

D. This Agreement may be terminated by either party at any time, with or without cause, upon 90 days written notice to the other party.

VI. NOTICES

The parties shall communicate by written notice, as set forth in this AGREEMENT , as follows:

Monterey County Free Libraries
Hillary Theyer
Library Director
188 Seaside Circle, Marina CA 93933
TheyerHA@co.monterey.ca.us

(831) 883-7566

Harrison Memorial Library

Ashlee Wright
 Library and Community Activities Director
 Ocean Ave & Lincoln St, Carmel-By-The-Sea, CA 93923
 awright@ci.carmel.ca.us
 (831) 624-1366

VII. Miscellaneous

A. Amendment. This AGREEMENT may be amended or modified only by an instrument in writing signed by the County and Carmel.

B. Waiver. Any waiver of any terms and conditions of this AGREEMENT must be in writing and signed by the County and Carmel. A waiver of any of the terms and conditions of this AGREEMENT shall not be construed as a waiver of any other terms or conditions in this AGREEMENT .

C. Governing Law. This AGREEMENT shall be governed by and interpreted under the laws of the State of California. Venue of litigation arising under this AGREEMENT shall be in the Superior Court of California, Monterey County.

D. Construction of AGREEMENT . The County and Carmel agree that each party has fully participated in the review and revision of this AGREEMENT and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this AGREEMENT or any amendment to this AGREEMENT .

E. Authority. Any individual executing this AGREEMENT on behalf of the County or Carmel represents and warrants hereby that he or she has requisite authority to enter into this AGREEMENT on behalf of such party and bind the party to the terms and conditions of this AGREEMENT .

F. Integration. This AGREEMENT , including the exhibits, represent the entire AGREEMENT between the County and Carmel with respect to the subject matter of this AGREEMENT and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the County and Carmel as of the effective date of this AGREEMENT , which is the date that the County signs the AGREEMENT .

Both parties indicate their approval of this AGREEMENT by their signatures below.

Signature: _____ Date: _____
 Chip Rerig
 City Administrator
 City of Carmel-by-the-Sea

Signature: _____ Date: _____
 Ashlee Wright

Library and Community Activities Director
Harrison Memorial Library

Signature: _____ Date: _____

Approved as to form

Brian A. Pierik

City Attorney

City of Carmel-by-the-Sea

Signature: _____ Date: _____

Hillary Theyer Library Director

Monterey County Free Libraries

Signature: _____ Date: _____

Approved as to form

Marina Pantchenko

Deputy County Counsel

County of Monterey



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

March 3, 2020
CONSENT AGENDA

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Ashlee Wright, Director, Libraries & Community Activities
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Adopt Resolution 2020-017, authorizing the closure of certain streets, the serving of alcohol on public property, and/or the erection of tents on public property for 1. Monterey County Vintners Winemakers' Celebration, 2. Carmel Art Festival, 3. Concours on the Avenue, 4. Prancing Ponies Car Show and 5. Pebble Beach Tour d'Elegance.

RECOMMENDATION:

Adopt Resolution 2020-017, authorizing the closure of certain streets, the serving of alcohol on public property, and/or the erection of tents on public property for 1. Monterey County Vintners Winemakers' Celebration, 2. Carmel Art Festival, 3. Concours on the Avenue, 4. Prancing Ponies Car Show and 5. Pebble Beach Tour d'Elegance.

BACKGROUND/SUMMARY:

Staff from the Community Activities and Police Departments routinely review special event applications. For annual events, staff work with event organizers to incorporate improvements identified in the previous year's after action reports. No substantive changes have been proposed for the events that would require review and recommendation by the Community Activities Commission. Staff have been working with event organizers for the Monterey County Vintners Winemakers' Celebration, Concours on the Avenue, Prancing Ponies, and Pebble Beach Tour D'Elegance events to complete their applications.

These special event permit applications have been approved by staff. Because these events require street closures or permission to serve alcohol on public property or the erection of tents on public property or some combination thereof, further approval is required by City Council as follows:

- Per Policy C16-01, all events that require downtown street closures receive City Council approval.
- Per Carmel Municipal Code section 9.20.020, it is unlawful for any person to drink any alcoholic beverage in or upon any public place within the City. The City Council may, however authorize exceptions to the code for specific events of limited duration by adopting a resolution.
- Per Carmel Municipal Code section 12.32.060, it is unlawful to construct or erect any tent upon any public property. The City Council may, however authorize exceptions to the code for specific events of

limited duration by adopting a resolution.

Monterey County Vintners Winemakers' Celebration

The 28th Annual Winemakers' Celebration is an interactive event that features workshops, and wine tasting from local wineries paired with food from local restaurants. This year's event is scheduled to be held on Saturday, May 2, 2020 from 12:00 PM to 4:00 PM. It will be the seventh consecutive year the event has been held in the City.

The event organizer is requesting the closures of Dolores Street between Ocean and Seventh Avenues, Seventh Avenue Between Dolores and San Carlos Streets and permission for consumption of alcohol at the event. The event also crosses the intersection of Seventh Avenue and Dolores Street, but will remain open to through traffic.

Carmel Art Festival

The 27th Annual Carmel Art Festival is scheduled to take place from Friday, May 15 through Sunday, May 17, 2020. The event featuring exhibits from Carmel art galleries, a live sculpture demonstration, live music, a kids art program, and a VIP wine reception will take place in Devendorf Park over the course of three days.

The Carmel Art Festival event organizer is again requesting permission from the City Council to hold a VIP wine reception in Devendorf Park on Friday, May 15, 2020 from 7:00 p.m. to 9:00 p.m. The reception will be by invitation only and 250 people are expected to attend and the event organizers have hired security to monitor the reception.

Further event organizer is requesting permission to erect a 8 x 20 tent in Devendorf Park that will house the live amplified music scheduled for Friday, May 15 from 3:00 p.m. to 6:00 p.m., Saturday, May 16 from 1:00 p.m. to 4:30 p.m. and, Sunday, May 17 from 12:00 p.m. to 3:00 p.m.

Concours on the Avenue

The 14th Annual Concours on the Avenue event is scheduled to take place Tuesday, August 11, 2020 throughout the entirety of downtown Carmel-by-the-Sea. The event features classic German, French, and British cars and American muscle cars cars that are displayed along Ocean Avenue and certain side streets.

The Concours on the Avenue event organizer is requesting the following street closures for the event:

- West and east bound Ocean Avenue between Junipero and Monte Verde Streets
- Mission, Dolores, San Carlos, and Lincoln Streets between Ocean and Sixth Avenues
- Dolores and Lincoln Streets between Ocean and Seventh Avenues
- A portion of San Carlos and Mission Streets from Ocean Avenue to the entrance of Red Eagle Alley based on the number of entries accepted (access will remain open to the Wells Fargo parking lot and the Carmel Plaza parking garage)

The event organizer is also requesting permission to place one 20 x 40 tent and a 10 x 10 storage tent in Devendorf Park.

Prancing Ponies

The 4th Annual Prancing Ponies Car Show is scheduled to take place Wednesday, August 12, 2020 on Dolores Street and Sixth Avenue. The event features classic cars with an emphasis on Ferraris and is unique in that the cars in the show are all owned by women.

The Prancing Ponies event organizer is requesting the following street closures for the event:

- Sixth Avenue between San Carlos and Lincoln Streets
- Dolores Street between Fifth and Ocean Avenues

As in prior years, access to the Post Office driveway by postal employees will not be affected.

Pebble Beach Tour D'Elegance

The 23rd Annual Pebble Beach Tour D'Elegance is scheduled to take place Thursday, August 13, 2020. The event features a vintage car parade and display on Ocean Avenue with a luncheon for drivers and support staff held in Devendorf Park.

The event organizer is requesting the following street closures for the event:

- West and east bound Ocean Avenue from Junipero Street to Monte Verde Street
- Junipero Street from Thirteenth Avenue to Ocean Avenue
- East bound Seventh Avenue at the center island at Junipero Street
- Mission from Ocean to Red Eagle Alley for support vehicles

FISCAL IMPACT:

None for this action.

PRIOR CITY COUNCIL ACTION:

These are annual events for which the Council routinely provides approval for street closures, the serving of alcohol, and/or the erection of tents on public property.

ATTACHMENTS:

Attachment #1 - Resolution 2020-017

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

RESOLUTION NO. 2020-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE CLOSURE OF CERTAIN STREETS, THE SERVING OF ALCOHOL ON PUBLIC PROPERTY, AND/OR THE ERECTION OF TENTS ON PUBLIC PROPERTY FOR 1. MONTEREY COUNTY VINTNERS WINEMAKERS' CELEBRATION, 2. CARMEL ART FESTIVAL, 3. CONCOURS ON THE AVENUE, 4. PRANCING PONIES CAR SHOW AND 5. PEBBLE BEACH TOUR D'ELEGANCE

WHEREAS, Policy C16-01 requires all events that require downtown street closures receive City Council approval; and

WHEREAS, Carmel Municipal Code Chapter 9.20, section 020, states that it is unlawful for any person to drink any alcoholic beverage in or upon any public place within the City; the City Council may, however authorize exceptions to the code for specific events of limited duration by adopting a resolution; and

WHEREAS, Carmel Municipal Code section 12.32.060 states that it is unlawful to construct or erect any tent upon any public property; the City Council may, however authorize exceptions to the code for specific events of limited duration by adopting a resolution.

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

Authorize the serving of alcohol and closure of Dolores Street between Ocean and Seventh Avenues, Seventh Avenue between Dolores and San Carlos Streets for the 28th Annual Winemakers' Celebration on Saturday, May 2, 2020.

Authorizing the serving of alcohol and the erection of a tent in Devendorf Park for the 27th Annual Carmel Art Festival held May 15 – May 17, 2020.

Authorize the erection of a tent in Devendorf Park and the closure of west and east bound Ocean Avenue between Junipero and Monte Verde Streets; Mission, Dolores, San Carlos, and Lincoln Streets between Ocean and Sixth Avenues; Dolores and Lincoln Streets between Ocean and Seventh Avenues; and a portion of San Carlos and Mission Streets from Ocean Avenue to the entrance of Red Eagle Alley based on the number of entries accepted (access will remain open to the Wells Fargo parking lot) and the Carmel Plaza parking garage) for the 14th Annual Concours on the Avenue on Tuesday, August 11, 2020.

Authorize the closure of Sixth Avenue between San Carlos and Lincoln Streets, and Dolores Street between Fifth and Ocean Avenues for the 4th Annual Prancing Ponies Car Show on Wednesday, August 12, 2020.

Authorize the closure of west and east bound Ocean Avenue from Junipero Street to Monte Verde Street; Junipero Street from Thirteenth Avenue to Ocean Avenue; East bound Seventh Avenue at the center island at Junipero Street; and Mission from Ocean to Red Eagle Alley for support vehicles for the 23rd Annual Pebble Beach Tour D'Elegance on Thursday, August 13, 2020.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 3rd day of March, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Britt Avrit, MMC
City Clerk



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

**March 3, 2020
CONSENT AGENDA**

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Sharon Friedrichsen - Director, Contracts and Budgets
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Adopt Resolution 2020-018, rescinding Resolution 2002-127 and authorizing the receipt and disbursement of funds within the Refundable Deposit Fund

RECOMMENDATION:

Adopt Resolution 2020-018, rescinding Resolution 2002-127 and authorizing the receipt and disbursement of funds within the Refundable Deposit Fund.

BACKGROUND/SUMMARY:

As part of the preparation to migrate to a new financial system, Finance staff undertook a review of the City's general ledger and fund structure. As part of this analysis, staff reviewed various deposit accounts. The purpose of a deposit account is to set-aside funds designated for a specific purpose that are refundable at a point in time or forfeited based on some action or lack of action. However, many of the deposit accounts created in the past pertained to routine and ongoing operations of City departments. Several of the former deposit accounts either contained donations for specific departments or paid expenses related to ongoing operational costs such as training and supplies. As part of the migration to the new finance system, staff reviewed the existing deposit accounts and recommend the elimination of most accounts to better align with current City programs and budgeting practices. This item is therefore on the agenda to update the City's deposit accounts.

Resolution 2002-127, amends the designation of the Homecrafters' Faire deposit account. Per the resolution, this account contains booth fees paid by vendors; requires a minimum fund balance of \$15,000 and authorizes the use of Homecrafters' funds for various City-sponsored community events. As part of the new finance system, staff integrated the Homecrafters' Faire into the City's General Fund. The General Fund is the City's annual operating budget and includes general purposes revenues and expenses related to citywide departments and functions. Specifically, staff created a revenue account as part of community activities charges for services for Homecrafters' revenue and the costs associated with administering various City-sponsored events, such as the Fourth of July and Holiday Tree Lighting, are included within the Community Activities' annual budget. As these activities now occur within the General Fund and align with the budget process, it is no longer necessary to have a separate stand-alone fund for the Homecrafters' Faire and staff recommends Council rescind Resolution 2002-127.

Resolution 2003-63 authorized the receipt and disbursement of funds from deposit accounts. Some of these deposit accounts captured donations for specific purposes, such as Fire Operations or donations for annual training for the Drug Abuse Resistance Education (D.A.R.E.) training. This means that the receipt of donations and the payment of expenses occurred within specific stand-alone deposit accounts and required Council approval for the use of funds over \$500.

Similar to Homecrafters, staff eliminated stand-alone deposit accounts and created new revenue accounts for department-specific donations within the General Fund. Departments also budget for program-related expenses within their operating budgets within the General Fund. A department receives the approval to purchase goods and services pertaining to programs when the Council approves the appropriation, or expenditure, limit for each department as part of the annual budget adoption process.

Eliminating the use of stand-alone deposit accounts for routine expenses and using the General Fund and budget process instead allows for the tracking and monitoring of expenses without requiring Council approval for insignificant financial transactions. In addition, most donations are for small dollar amounts and departments are able to absorb the cost of supplies or training that the donation is funding within their operating budget. A donation of \$2,500 or more requires Council approval in accordance with the City donation policy created in 2017. This threshold allows Council to approve a budget adjustment, if needed, to recognize donations and simultaneously increase departmental expenditures through the budget process. Since many of the programs identified within the 2003 resolution are no longer in existence or are now captured within the General Fund, staff recommends Council approve Resolution 2020-018 that updates the list of deposit accounts in use by the City.

Rather than having multiple deposit accounts, the City currently utilizes one fund known as Refundable Deposits and the financial system's project management tools to track deposits and related expenses. Resolution 2020-018 recognizes the deposits accounts currently utilized by the City. Listed below is a summary of the types of deposits:

- **Special Event Refundable Damage Deposit:** A refundable damage deposit is required for a special event that occurs at the beach, park or in the right-of-way. City Council sets the amount of the deposit as part of the annual adoption of the citywide fee schedule. For the majority of events, the City refunds 100% of the deposit to the permit holder after the conclusion of the event.
- **Community Planning and Building Refundable Deposits:** A refundable deposit is collected for a specific project-related service, such as an environmental study, a historic evaluation or a volume study. City Council sets the amount of the deposit as part of the annual adoption of the citywide fee schedule. The Planning Department tracks the cost of this service and pays the consultant performing the work. Once the work is completed, the project applicant receives a refund for the unspent balance (deposit less the contracted cost of service).
- **Project or program specific funds:** Deposit funds also pertain to specific projects or purposes, such as the Urban Forest Restoration for fees for illegally removing trees on public property or donations for the urban forest. Staff is continuing to evaluate how best to integrate these accounts into the new general ledger chart of accounts and financial system. However, at this time, staff is continuing to use the deposit account for tracking and monitoring purposes.
- **Agency Funds:** The City is required to collect certain fees on behalf of state agencies. For example, the Asset Seizure account is for funds received by the District Attorney's Office for asset seizure by the City's Police Department. These funds are restricted in their use. Rather than include these funds within a deposit account, staff have created a new fund specifically for Asset Seizure. The City also collects fees for the California State Conservation Department for earthquake detection research (Strong Motion Instrumentation Program) and for the California Building Standards Commission for green building standards (Building Standards Administration Special Revolving Fund). The City is entitled to retain a percentage of the fee for administrative costs. While these two programs are

currently included within the Refundable Deposit Account, staff is restructuring these programs within the general ledger so that the collection of the fees is similar to other pass-through programs the City administers such as the State portion of the business license fee and the improvement districts.

FISCAL IMPACT:

None for this action.

PRIOR CITY COUNCIL ACTION:

Council previously adopted Resolutions 2002-127 and 2003-063.

ATTACHMENTS:

Attachment #1-Resolution 2020-018 Rescinding Homecrafter and Deposit Accounts

Attachment #2 - Resolution 2002-127

Attachment #3 - Resolution 2003-063

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

RESOLUTION NO. 2020-018

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
RESCINDING RESOLUTION 2002-127 AND AUTHORIZING THE RECEIPT AND
DISBURSEMENT OF FUNDS WITHIN THE REFUNDABLE DEPOSIT FUND**

WHEREAS, the City Council adopted Resolution 2002-127 to amend the designation of the Homecrafters' Faire deposit account; to require a minimum fund balance; and to authorize the use of Homecrafters' funds for various City-sponsored community events; and

WHEREAS, staff reviewed the Homecrafters' deposit accounts when creating a new general ledger chart of accounts as part of the migration to a new finance system and migrated the Homecrafters' account to the City's General Fund (Fund 101); and

WHEREAS, the City Council adopted Resolution 2003-63 authorizing the receipt and disbursement of funds from deposit accounts; and

WHEREAS, the deposit accounts identified within Resolution 2003-63 are either inactive or, based upon governmental best practices, more appropriately categorized as revenue and ongoing expenses that are part of the General Fund (Fund 101); and

WHEREAS, the purpose of a deposit account is to hold funds that are either refundable at a point in time or forfeited based on some action or lack of action; and

WHEREAS, staff have identified the types of accounts currently in use that are part of the Refundable Deposit Account (Fund 601) and seek Council confirmation of these accounts.

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

Rescind Resolution 2002-127.

Affirm the existing deposit accounts as shown in the attached Exhibit A for which Council authorization is ongoing and not required for individual receipts and disbursements.

Require Council authorization for the creation of any new deposit account either as part of the annual adoption of the City's master fees schedule or through the adoption of a resolution creating a new deposit account.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-
THE-SEA this 3rd day of March, 2020, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Britt Avrit, MMC
City Clerk

EXHIBIT A

A. Active Deposit Accounts Eliminated Due to Inactivity or Migration (Based upon Resolution 2003-063)

- Father Junipero Serra Statue Maintenance and Repair
Eliminated. No activity.
- Fire Department Emergency Medical Equipment
Moved to Fund 101-Fire Department Operating Budget Expenditure Accounts
- Fire Department Donations
Moved to Fund 101- General Fund Revenue- Donations- Public Safety
- Asset Seizure
Moved to Fund 205- Asset Seizures
- Drug Abuse Resistance Education
Moved to Fund 101-General Fund Revenue- Donations- Public Safety
- Senior Helping Seniors Program
Moved to Fund 101- Police Department Operating Budget Expenditure Accounts
- Citizen Volunteer Assistance Program
Moved to Fund 101- Police Department Operating Budget Expenditure Accounts
- Police Department Donations
Moved to Fund 101-General Fund Revenue- Donations- Public Safety
- Park Benches
Moved to Fund 101- General Fund Revenue- Charges for Services- Bench Program
- Sunset Center Donations
Eliminated. No activity.
- Sunset Center Security/Cleaning Room and Theater Rental
Eliminated. No activity.
- Ventures Program
Eliminated. No activity.
- Performance Carmel Donations
Eliminated. No activity.
- Forest Theatre Donations
Eliminated. No activity.
- Festival of First Productions
Eliminated. No activity.
- Playwright Fees and Ticket Sales
Eliminated. No activity.
- Homecrafters Marketplace and Community Special Events
Homecrafters' fees moved to Fund 101- General Fund Revenue- Community Activities
Charges for Services and Community Special Event expenses moved to Fund 101-
Community Activities Operating Budget Expenditure Accounts
- Outdoor Art Festival
Eliminated. No activity.
- Workshops
Eliminated. No activity.
- Class Fees
Eliminated. No activity.
- Donations
Moved to Fund 101- General Fund Revenue- Donations

- Baby Grand Piano Maintenance
Eliminated. No activity.
- Forest theater Tenant Maintenance
Eliminated. No activity.
- Mayor's Youth Fund
Eliminated. No activity.
- Recreation Programs and Events
Eliminated. No activity.
- Sand Castle Contest
No activity. However, fees are part of Fund 101- General Fund Revenue- Community Activities
Charges for Services and Community Special Event expenses moved to Fund 101-
Community Activities Operating Budget Expenditure Accounts
- Bingo Program
- Eliminated. No activity.
- Summer Concerts
Eliminated. No activity.
- Arts/Crafts Program
Eliminated. No activity.
- Project St. Bernard
Eliminated. No activity.
- Youth Recycling Waste Management
Eliminated. No activity.

B. Specialized Deposits

These types of accounts are created for a specific project and terminate when the funds have been expended for the specific purpose or the funds have been forfeited and transferred to the General Fund.

- Heather Glen Private Seawalls
- Panattoni- DDA Monitoring and Rana Creek
- Reynolds and Brown Trust
- First Church of Christ Scientist Zoning Amendment
- Masterworks Building
- Vista Lobos Maintenance
- Restroom Cleaning Bond
- Pine Cone Muni Code Change
- Rebecca Tarumoto Memorial Fund

C. Active Project Specific Deposit Accounts

These are active accounts created for a specific City project or program.

- Rio Park
Funds for the future development of Rio Park. Council authorization is required for the use of the funds through the annual budget adoption process or by a Council approved budget amendment.
- Art in Public Places
Prepare sites for and works of art in public places per Policy C97-01
Council approval for use of funds per Policy C97-01 and Resolution 2001-06

- Urban Forest Restoration
For penalties for illegally removing a tree on public property per Resolution 1992-87 and Ordinance No. 91-07. Donations for enactment of Carmel's urban forest. Council authorization is required for donations over \$2,500 per City Policy C2017-02. Council authorization for the use of funds is required as part of the annual budget adoption process or by Council approved budget amendment.

D. Active Refundable Deposit Accounts

These are accounts for funds that are likely to be refunded at some point in time.

- Special Event Refundable Damage Deposit
Refundable damage deposit required with a special event permit for having a special event at the beach, at a City park or in the City right-of-way. If there are no damages, a refund will be issued to the special event permit holder.
- Vista Lobos Rental Refundable Damage Deposit
Refundable damage deposit for renting Vista Lobos. If there are no damages, a refund will be issued to the user.
- Historic Evaluation Refundable Deposit
Deposit for all projects that require a review for potential historic significance by a qualified historic professional. Related expenses will be paid from the deposit and a refund will be issued to the applicant if applicable.
- Volumetric Analysis Refundable Deposit
Deposit for all projects requiring a determination of cubic volume. Related expenses will be paid from the deposit and a refund will be issued to the applicant if applicable.
- Specific or General Plan and Amendment
Deposit for a review of a developer initiated specific or general plan or amendment for compliance with City codes. Related expenses will be paid from the deposit and a refund will be issued to the applicant if applicable.
- Sphere of Influence
Deposit for a review of a developer initiated sphere of influence amendment for compliance with City codes. Related expenses will be paid from the deposit and a refund will be issued to the applicant if applicable.
- Zoning Code Amendment
Deposit for a review of a developer initiated zoning code amendment for compliance with City codes. Related expenses will be paid from the deposit and a refund will be issued to the applicant if applicable.
- Annexation
Deposit for a proposed annexation into the City. Related expenses will be paid from the deposit and a refund will be issued to the applicant if applicable.
- Developer Agreement
Deposit for proposed development agreement. Related expenses will be paid from the deposit and a refund will be issued to the applicant if applicable.
- Tentative/Final Map or Amended Final Map
Deposit for the review of a tentative or final map for compliance with City codes, guidelines and the Subdivision Map. Related expenses will be paid from the deposit and a refund will be issued to the applicant if applicable.

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

Attachment 2

RESOLUTION NO. 2002-127

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA TO AMEND THE DESIGNATION OF THE HOMECRAFTERS' FAIRE DEPOSIT ACCOUNT TO THE "HOMECRAFTERS' MARKETPLACE AND COMMUNITY SPECIAL EVENTS" DEPOSIT ACCOUNT

WHEREAS, the Homecrafters' Faire deposit account (#50-24050-0684) has been authorized by the City Council to receive and disburse funds for this event;

WHEREAS, money in this deposit account are from booth fees that are paid by Homecrafters' vendors and are not considered part of the City's budgeted revenues;

WHEREAS, all deposit accounts are to be established by Resolution of the City Council; and

WHEREAS, it is necessary to amend this account to broaden the use from the Homecrafters' Faire deposit account to include Community Special Events, such as, the Kite Festival, Breakfast with the Bunny, Movies on the Beach and in the Park, the Fourth of July, Holiday Tree Lighting, Veterans Day, Memorial Day and any other City sponsored Community Events as approved by the City Council.

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

1. Amend and authorize the City's Homecrafters' Faire deposit account to be revised to the Homecrafters' Marketplace and Community Special Events deposit account.
2. Authorize that the fund maintain a minimum balance of \$15,000 for use on the Homecrafters' Marketplace.
3. Authorize expansion of use to the following events:
 - Kite Festival, Breakfast with the Bunny, Movies on the Beach and in the Park, the Fourth of July, Holiday Tree Lighting, Veterans Day, Memorial Day and any other City sponsored Community Events as approved by the City Council.
4. Authorize that the annual expense from the deposit account for any one event other than the Homecrafters' Marketplace will not exceed \$2,000 without the City Administrator's written authorization.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
CARMEL-BY-THE-SEA this 5th day of November 2002 by the following roll call vote:

AYES: COUNCIL MEMBERS: Ely, Rose, McCloud

NOES: COUNCIL MEMBERS: Livingston

ABSTAIN: COUNCIL MEMBERS: Hazdovac

ABSENT: COUNCIL MEMBERS: None

SIGNED:



SUE McCLOUD, MAYOR

ATTEST:



Karen Crouch, City Clerk

CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

RESOLUTION NO. 2003-63

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING THE RECEIPT AND DISBURSEMENT OF FUNDS FROM THE DEPOSIT ACCOUNTS

WHEREAS, the City Council of the City of Carmel-by-the-Sea authorizes deposit accounts into and from which funds are received and disbursed, and said deposit accounts are maintained within the City's bank account; and

WHEREAS, deposit accounts are for depositing money that is outside the budget that is to be held and expended for a special purpose or has the potential of partial or total refund; and

WHEREAS, money in a deposit account is usually a donation or a temporary deposit and is not considered part of the City's budgeted revenue; and

WHEREAS, money held in deposit accounts, unlike reserve funds, does not have to be transferred to the General Fund to be expended; and

WHEREAS, all deposit accounts are to be established by Resolution of the City Council; and

WHEREAS, it is necessary that each deposit account be described and have a standard authorization definition; and

WHEREAS, there are four standardized and distinct procedures for City Council authorization whereby funds can be received and disbursed; and

WHEREAS, certain deposit accounts are outdated and should be eliminated or revised;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES RESOLVE (AS SET FORTH IN EXHIBIT "A") AS FOLLOWS:

1. Reaffirm and authorize the City's deposit accounts as shown on Exhibit "A" attached hereto.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
CARMEL-BY-THE-SEA this 5th day of June 2003, by the following roll call vote:

AYES: COUNCIL MEMBERS: Ely, Hazdovac, Livingston, Rose, McCloud

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

SIGNED:


SUE McCLOUD, MAYOR

ATTEST:


Karen Crouch, City Clerk

RESOLUTION NO. 2003-63

EXHIBIT "A"

DEPOSIT ACCOUNTS TO BE ELIMINATED DUE TO INACTIVITY

Specialized Deposits

Deposits for specialized projects. These funds will vary from year to year as required. Accounts authorized for specialized short-term needs are automatically cancelled when the funds have been expended for the specific purpose. Deposit accounts, which are considered inactive as of 30 April 2003 are:

- None

DEPOSIT ACCOUNT ADJUSTMENTS

- None

ACTIVE DEPOSIT ACCOUNTS

City Council Authorization Protocols:

All active Deposit Accounts must have one of the four standardized City Council authorizations for receipt and disbursement of money. The four authorizations are noted as follows:

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

City Council authorization is required for receipts over \$500 and for all disbursements.

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signature of the City Administrator and Department Directors.

City Council authorization is not required for receipt of funds, but is required for all disbursements.

Exceptions:

- Mayor's Youth Fund Deposit Account
- Reopening Ceremony for Sunset Center
- Homecrafters' Marketplace Community Special Events

Planning and Building:

SMIP (Strong Motion Instrumentation Program)

Fees collected by the Community Planning and Building Department in conjunction with each building permit. These fees are forwarded quarterly to the California State Conservation Department for use in earthquake detection research.

Established by Resolution No. 92-87.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Environmental Services

Established for planning and environmental service contracts related to private applications. Deposit money from an applicant will be placed in this account under their name and related expenses will be drawn from the account.

Established by Resolution No. 99-46.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Volume Studies

A deposit will be collected for all projects that require a determination of cubic volume of a building. Deposit money paid by the applicant will be placed in this account under their name and related expenses will be drawn from the account.

Established by Resolution No. 2001-16 and 2002-64.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Building Maintenance Services:

Father Junipero Serra Statue Maintenance and Repairs

Established for the purpose of receiving and expending funds for the repair and maintenance of the statue.

Established by Resolution No. 2000-20. Revised by Resolution 2002-64.

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director. Attachment 3

Fire Department:

Emergency Medical Equipment

Monterey County Emergency Medical Service funds to be used for medical equipment and supplies. The County audits all expenses to assure compliance.
Established by Resolution No. 91-80 and 92-87.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Fire Department Donations

Donations for enhancement of Fire Department operations.
Established by Resolution No. 95-61.

City Council authorization is required for receipts over \$500 and for all disbursements.

Police Department:

Asset Seizure

Account set up for funds that are received from the District Attorney's office in regard to the Police Department's asset seizure involvement. These funds are restricted in their use and regulated by the State.
Established by Resolution No. 92-87.

City Council authorization is not required for receipt of funds, but is required for all disbursements.

D.A.R.E. (Drug Abuse Resistance Education)

Donations of funds to provide annual training expenses for the D.A.R.E. officer or for materials needed for the students involved in the program.
Established by Resolution No. 93-72. Revised by Resolution No. 2002-64.

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director.

Seniors Helping Seniors Program

Outreach program involving volunteers coordinated by the Police Department for the well being of seniors enrolled in the program.

Established by Resolution No. 97-29. Revised by Resolution No. 2002-64.

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures, of the City Administrator and Department Director.

Citizen's Volunteer Assistance Program (CVAP)

Program coordinated by the Police Department permitting participants to be active in the community by volunteering time to perform a variety of tasks including citizen's patrol, visitor assistance, house watch checks and other related duties.

Established by Resolution No. 2002-64.

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director.

Police Department Donations

Donations for enhancement of Police Department operations and community services.
Newly Established by Resolution No. 2002-64.

City Council authorization is required for receipts over \$500 and for all disbursements.

Forest, Parks and Beach Department:

Forest, Parks and Beach Projects/Fee for Illegally Removing Trees on Public Property

Ordinance No. 91-07 establishes a penalty fee for illegally removing a tree on public property. The fee is equal to the value of the tree determined by the Director of Forest, Parks and Beach using methods and procedures defined by the International Society of Arboriculture. Any revenues generated are placed in this deposit account to be used for Forest, Parks and Beach Department greenbelt projects.

Established by Resolution No. 92-87.

City Council authorization is not required for receipt of funds, but is required for all disbursements.

Urban Forest Restoration

Public donations to be used for enhancement of Carmel's urban forest.
Established by Resolution No. 92-87; Revised by Resolution No. 95-61.

City Council authorization is required for receipts over \$500 and for all disbursements.

Park Benches

This account was established because of the public's desire to donate funds for placement of park benches within the City. No inscription shall be placed on the bench, but a person may specify a certain location.
Established by Resolution No. 92-87; Revised by Resolution No. 95-61..

City Council authorization is required for receipts over \$500 and for all disbursements.

Sunset Center:

Donations

Donations for Sunset Center. Gifts may be given with a conditional use.
Established by Resolution No. 92-87; Revised by Resolution No. 2002-64..

City Council authorization is required for receipts over \$500 and for all disbursements.

Security/Cleaning for Room and Theater Rental

A security and cleaning deposit is collected for rental of the Sunset Center's rooms and theater, lighting equipment and Forest Theatre. This deposit is refundable pending any damage, cleaning or nonpayment.
Established by Resolution No. 92-87, 92-88. Revised by Resolution No. 2002-64.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Ventures Program

The Ventures Program Revolving Fund account provides a funding source for City sponsored programs involving dance, music, theater, film, or special events offered to the public by the Community and Cultural Department through activities associated with the Sunset Center. The account provides a funding source for performances where contract agreements are signed on a timely basis well in advance of the fiscal year for which shows are contracted. General costs that support activities of the Ventures Programs shall be funded from the Sunset Community and Cultural Center budget. Costs for support of Ventures Programs that can be funded from the revolving account

are the artists' contract agreement and any specialized (e.g. rental of technical equipment exclusive to the performance) costs not covered by the Department's line item budget.

Established by Resolution No. 91-122; Revised by Resolution No. 92-87, 92-88.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Performance Carmel Donation

Donations for the purpose of receiving monies into and making disbursements from for production costs associated with the Performance Carmel series.

Established by Resolution No. 91-122. Revised by Resolution No. 2002-64.

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director.

Forest Theatre Donations

Established for the purpose of receiving monies into and making disbursements from for production costs associated with the Forest Theatre.

Established by Resolution No. 91-123; Revised by Resolution No. 92-87, 2002-64.

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director.

Festival of Firsts Production

Resolution Nos. 89-17 and 92-87 established a donations account for production of the Festival of Firsts play. In addition, a fee is collected for each play submitted in competition for the Festival of Firsts award. Production costs are drawn down as needed.

Established Resoltuion 98-17, Revised by Resolution 92-87, 02-64.

Note: The City pays for advertising, the prize, and set design. The City's expenses are from Account No. 80055 and will not exceed one-third of the all-inclusive expenses of the Festival of Firsts.

Playwriting Fees and Ticket Sales:

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Donations:

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director.

Homecrafters Marketplace and Community Special Events

The Homecrafters' Marketplace is open to the public. Each year a craft show is sponsored by the Community Activities and Recreation Division. The event takes place the Saturday preceding Thanksgiving. A jury fee is charged to each application. Each participant is charged a booth fee to cover the show's expenses. This event is open to individuals and organizations. A Product Review Committee assures the consistency of quality crafts.

The fund must maintain a minimum balance of \$15,000 for use on the Homecrafters' Marketplace.

The funds may also be used for the following events:

- Kite Festival, Breakfast with the Bunny, Movies on the Beach and in the Park, the Fourth of July, Holiday Tree Lighting, Veteran's Day, Memorial Day and any other City sponsored Community Events as approved by the City Council.

The annual expense from the deposit account for any one event other than the Homecrafters' Marketplace, will not exceed \$2,000 without the City Administrator's written authorization.

Established by Resolution No. 92-87; Revised by Resolution No. 2002-127

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Outdoor Art Festival

This activity is open to the public. The first Art Festival took place in June, 1990 and was coordinated by Sunset Center. Each applicant pays a jury fee. Those selected as participants are charged a booth fee to cover the show's expenses. A Product Review Committee assures the consistency of quality products.

Established by Resolution No. 92-87.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

ACTIVE DEPOSIT ACCOUNTS, (Continued)

Workshops

The Workshops Deposit Account is a funding source for public educational programming sponsored by the City of Carmel-by-the-Sea. Workshops, art classes, lectures, and seminars are all examples of programs associated with the Workshops Deposit account. Income generated through workshops as well as any donations for educational programming, will be deposited in this account to cover the expenses of the programs.

Established by Resolution No. 92-87.

Class Fees:

City Council authorization is not required for receipt of funds, but is required for all disbursements.

Donations:

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director.

Baby Grand Piano – Maintenance

Funds received from the rental of a grand piano may be placed in and funds for its maintenance expended out of this account.

Established by Resolution No. 99-17. Revised by Resolution No. 2002-64.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Tenant Maintenance/Forest Theatre

Established for the purpose of receiving and disbursing monies for the maintenance of equipment specifically the responsibility of Forest Theatre Tenants.

Established by Resolution No. 96-57.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Art in Public Places Program

Established by Policy C97-01 to be used to prepare sites for, and works of art in public places in order to further the intent and purpose of the Art in Public Places Program.

See Policy for Details

ACTIVE DEPOSIT ACCOUNTS, (Continued)**Community Activities and Recreation:****Mayor's Youth Fund**

Donations to support youth and recreation activities.

Established by Resolution Nos. 87-49; Revised 92-87, 95-61, 95-72, 01-71, 01-75.

City Council authorization is required for all receipts over \$500. The Mayor and City Administrator may approve disbursements of \$500 or less.

Recreation Programs and Events

Donations for municipal recreation programs and events.

Established by Resolution Nos. 89-64; Revised by Resolution Nos. 92-87, 95-61.

City Council authorization is required for all receipts over \$500 and for all disbursements.

Sand Castle Contest

Established for the purpose of receiving monies into and making disbursements out of for the exclusive use of the Sand Castle contest.

Established by Resolution No. 92-121; Revised Resolution No. 95-61, 2002-64.

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director.

Bingo Program

Established for the purpose of receiving monies into and making disbursements out of for the Bingo Program.

Established by Resolution No. 91-110; Revised Resolution 92-87.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Summer Concerts

Established for the purpose of receiving and depositing money into and making disbursements out of the account for the exclusive use of the Parkfest Program and Concerts in the Park.

Established by Resolution No. 92-121; Revised by Resolution No. 95-61, 02-64.

ACTIVE DEPOSIT ACCOUNTS, (Continued)

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director.

Arts/Crafts Program

Established for the purpose of receiving monies from fees and donations and making disbursements out of to fund the Arts/Crafts Program.

Established by Resolution No. 92-121.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Miscellaneous:**Project St. Bernard**

Volunteers from the community provide community awareness and a safety net for neighbors assisting neighbors who may need help or support but who may be reluctant to ask. This deposit account receives funds through donations or fund-raising efforts to support Project St. Bernard.

Established by Resolution No. 94-135 Revised by Resolution No. 2002-64.

City Council authorization is required for receipts over \$500. Expenditures from the account can be made by approval and co-signatures of the City Administrator and Department Director.

Public Education and Governmental Access (PEG ACCESS)

The City's franchise agreement provides Public Educational and Government Access (PEG ACCESS) via a \$.90 fee per month per subscriber.

According to the franchise between the City and The Cable Company, a separate account must be established for these fees and they must be expended for PEG purposes.

“Grantee shall provide a grant of at least ninety cents (\$0.90) per month per subscriber to Grantor to support Public, Educational, and Governmental Access (PEG). This grant shall continue throughout the duration of the Franchise.

The grant funds may be utilized for equipment and facilities for both one-way video PEG Access services and two-way interactive PEG Access services, at the Grantor's sole discretion.”

Established by Resolution No. 2000-141. Revised by Resolution No. 2002-64.

ACTIVE DEPOSIT ACCOUNTS, (Continued)

City Council authorization is ongoing for receipts, but is required for any disbursements.

Youth Recycling – Waste Management

The City's waste management contract, effective July 1, 2001, a cooperative program with the waste collector, Carmel Marina Corporation, agree that local youth serving non-profit organizations should be sustained and encouraged. The collector agrees to annually donate \$18,000 to the City. In-turn, the City will distribute funds to local non-profit youth serving organizations that participate in a City approved annual recycling event.

Established by Resolution No. 2001-184 and contract effective July 1, 2001. Revised by Resolution No. 2002-64.

City Council authorization is ongoing and is not needed for individual receipts and disbursements.

Specialized Deposits:

Deposits for specialized projects. These funds would vary from year to year as dictated. An example would be donations for a current project. Established accounts are: Heather Glen Private Seawall, Panattoni Deposits, Pacific Grove Land Co., Cypress Inn Investors, the Pine Inn/Tally-Ho, Restroom Cleaning Bond, Carpenter Streetscape Improvements, Rio Park and Sunset Theater Renovation Project (The Arts), Reopening Ceremonies for Sunset Theater, Time Capsule.

DEPOSIT ACCOUNT BALANCES

(As of 30 April 2002)

Heather Glen Private Seawall	\$10,000.00
Pacific Grove Land Co.	50,000.00
Panattoni – Rana Creek	8,256.62
Panattoni – DDA – Monitoring	8,973.35
Cypress Inn Investors	10,000.00
The Pine Inn/Tally-Ho	10,000.00
Serra Statue Maintenance and Repairs	2,070.44
Emergency Medical Equipment	2,296.90
Fire Department Donations	170.53
Asset Seizure	304.86
D.A.R.E. Program	1,000.00
Seniors Helping Seniors Program	1,637.12
Volunteer Assistance Patrol	1,784.12
\$\$ In Lieu/Restroom Cleaning Bond	3,500.00
Carpenter Streetscape Improvements	1,937.06
Park Benches	872.45
Sunset Donations	16,852.48
Security/Cleaning for Room/Theater Rental	2,527.48
Ventures Program (Fees/Special Exp)	129,475.29
Performance Carmel-Donations	8,050.84
Forest Theatre Donations	4,798.00
Festival of Firsts Production	6,604.95
Homecrafters' & Special Events	47,251.73
Outdoor Art Festival	8,892.51
Workshops	3,234.00
Baby Grand Piano – Maintenance	140.00
Mayor's Youth Fund	11,087.93
Recreation Programs & Events	523.99
Sand Castle Contest	1,325.90
Bingo Program	740.10
Summer Concerts	4,671.39
Arts & Crafts Program	9,733.42
Project St. Bernard	2,958.96
Rio Park	117,481.70
Public Education and Governmental Access (PEG)	22,006.98
Youth Recycling-Waste Management	36,000.00
Reopening Ceremony-Sunset Center	2026.89
Time Capsule	560.00
Sunset Theater Renovation Project (The Arts)	3,274,935.00
Environmental Services/Planning	32,845.65
Volume Studies	<u>39,819.89</u>
TOTAL	<u>\$3,897,171.41</u>



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

**March 3, 2020
CONSENT AGENDA**

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Sharon Friedrichsen - Director, Contracts and Budgets
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Adopt Resolution 2020-019, accepting the completion of the Fiscal Year 2018-2019 Citywide Paving Project, World War I Monument Restoration, Police Replacement Patrol Car, Community Activities Van, and Portable Vehicle Barricades Capital Projects

RECOMMENDATION:

Adopt Resolution 2020-019, accepting the completion of the Fiscal Year 2018-2019 Citywide Paving Project, World War I Monument Restoration, Police Replacement Patrol Car, Community Activities Van, and Portable Vehicle Barricades Capital Projects.

BACKGROUND/SUMMARY:

This item is on the Council's agenda to accept the completion of several capital projects and authorize the transfer of any associated project savings to either the Measure D Fund or the Vehicle and Equipment Fund so that the savings may be used for other purposes. The following projects are completed:

- **FY 18-19 Citywide Paving Project:** This project consisted of removing and repairing failed pavement areas, applying slurry seal, and restoring traffic striping and pavement markings along the seventeen street segments.
- **World War I Monument Restoration:** This project represents the City's contribution to the World War I Monument restoration effort.
- **Police Replacement Patrol Car:** This project involved the purchase of a new patrol car to replace a vehicle damaged in a traffic accident (City not at fault and paid by insurance).
- **Community Activities Van:** This project involved the purchase of a van to replace the 19-year-old existing van.
- **Portable Vehicle Barricades:** This project involved the purchase of portable barricades to use for special events to protect the public from vehicles entering into the public space.

FISCAL IMPACT:

The estimated savings associated with all completed projects is \$113,000.

PRIOR CITY COUNCIL ACTION:

The Paving and World War I Memorial projects were included within the Adopted Fiscal Year 2018-2019 Budget. The replacement car was funded during the mid-year budget review in February 2018 and the barricades were funded in May 2019. Council subsequently approved the carryover of funds for uncompleted projects into Fiscal Year on July 2, 2019 and October 21, 2019 respectively. The van was included within the Adopted Fiscal Year 2019-2020 Budget.

ATTACHMENTS:

Attachment #1- Resolution 2020-019 Accepting CIP Completion

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

RESOLUTION NO. 2020-019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA ACCEPTING THE COMPLETION OF THE FISCAL YEAR 2018-2019 CITYWIDE PAVING PROJECT, WORLD WAR I MONUMENT RESTORATION, POLICE REPLACEMENT PATROL CAR, COMMUNITY ACTIVITIES VAN, AND PORTABLE VEHICLE BARRICADES CAPITAL PROJECTS

WHEREAS, the City Council approves the funding for various capital projects and vehicle and equipment purchases during the annual adoption of the budget and throughout the course of the fiscal year as necessary; and

WHEREAS, Council is able to recognize some of these projects as completed; and

WHEREAS, staff recommends the transfer of project savings to the Measure D Fund or the Vehicle and Equipment Fund for use for future projects and purchases.

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

Accepts the completion of the capital projects and authorizes the transfer of savings as shown in Exhibit A.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 3rd day of March, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Britt Avrit, MMC
City Clerk

EXHIBIT A

GL Account	Project	Description	Adopted Budget	Estimated Savings
301-311-00-43008	Construction in Progress			
18-19 Paving Project	118STR, 119PW-ROADS19	Project completed. Transfer savings to Measure D (Fund 206)	\$1,029,024	\$112,143
World War 1 Monument	119WWI-119PW-WWIMOUN	Project completed. Transfer savings to Measure D (Fund 206)	\$3,000	-
301 Total				\$112,143
503-513-00-43005	Vehicles & Fire Trucks			
Police Replacement Patrol Car	1PD CAR. 119PD-PATROLC	Project completed. Transfer savings to Vehicle & Equipment Fund (Fund 503)	\$32,656	\$(110)
Community Activities Van	120VAN, 120PW-COMMVAN	Project completed. Transfer savings to Vehicle & Equipment Fund (Fund 503)	\$34,816	\$1,416
503-513-00-43004	Machinery & Equipment			
Vehicle Barricades	119BAC, 119PD-BARCADE	Project completed. Transfer savings to Vehicle & Equipment Fund (Fund 503)	\$80,000	\$1
503 Total				\$1,370



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

March 3, 2020
ORDERS OF BUSINESS

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Marnie Waffle, AiCP – Acting Community Development Planning & Building Director
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Review the current Mills Act policy and contract language and provide direction to staff.

RECOMMENDATION:

Review the current Mills Act policy and contract language and provide direction to staff.

BACKGROUND/SUMMARY:

The Mills Act was adopted by the State of California in 1972 and the City of Carmel-By-The-Sea adopted a Mills Act contract program as part of the Local Coastal Plan. In 2010, the City Council adopted Resolution 2010-042 limiting the number of Mills Act contracts to 3 per calendar year. In 2016, the City Council adopted Resolution 2016-068 amending the policy to allow for up to 15 Mills Act contracts during any 3 calendar year period. Resolution 2016-068 also included a provision requiring the City Council to evaluate the Mills Act program again in 3 years (Attachment 1).

The Mills Act contract program is an agreement between the City and a property owner of a historic building whereby the property owner benefits from a reduction in property taxes while assuring the City that the historic resource is rehabilitated, maintained and preserved. Properties must be included on both the Carmel Historic Inventory and the Carmel Register of Historic Resources prior to being eligible for a Mills Act contract.

To be listed on the Carmel Register, a property owner must submit a request in writing and their request must be approved by the Historic Resources Board. Listing on the Register provides benefits such as, waiver of on-site parking requirements; preservation of existing non-conformities; Federal rehabilitation tax credits; building permit fee reduction of 25%; and, participation in the Mills Act contract program.

The City Council has approved 11 Mills Act contracts since 2011 (Attachment 2). Three contracts have been approved since the policy was last updated in 2016; however, two (2) of those contracts, both approved in 2019, are still pending execution.

Mills Act Policy Direction

In accordance with the 2016 policy, staff is providing the City Council with a report on the number of Mills

Act contracts approved over the past 3 years and seeking direction on whether to continue offering Mills Act contracts and if so, whether to amend the policy.

If the City Council directs staff to explore discontinuing the Mills Act contract program, all existing contracts would remain effective for a minimum of 10 years from the effective date of the respective contract and up to 20 years should the City Council decide not to terminate the contract after the minimum required 10 years. Staff would need to prepare amendments to Title 17 and the Local Coastal Plan and the amendments would be presented to the Planning Commission, City Council and the California Coastal Commission. Staff notes that the City is a certified local government and elimination of the Mills Act program may result in losing our certification. This should be further explored to fully understand the impacts of discontinuing the Mills Act contract program.

If the City Council opts to continue the Mills Act contract program, staff is seeking direction from the Council on whether the current policy of allowing up to 15 contracts over any 3 year period should be modified. This results in an average of 5 contracts per year. The City currently averages 1-2 contracts per year with the exception of 2016, when 4 contracts were approved.

Standard Contract Language

Assuming that the Mills Act contract program continues, Staff is asking the City Council to adopt standard contract language (Attachment 3). The City Attorney has reviewed the current contract and provided staff with revisions to ensure the contract is consistent with State law and our local Mills Act contract program.

In accordance with State law, a Mills Act contract must be for a minimum of 10 years with one additional year added upon the anniversary date of the contract. This effectively provides a property owner with a 20 year contract. At the 20th year, the City may choose to not renew the contract or may allow the contract to continue on a year-to-year basis. All of the adopted Mills Act contracts indicate the maximum term of the contract to be 20 years. Based on this language, staff would issue a Notice of Nonrenewal during the 20th year of each Mills Act contract.

FISCAL IMPACT:

Specific to Mills Act contracts, the Monterey County Assessor will calculate the property valuation based on the “income” method. If the home is owner-occupied, the determination of “income” is based on what the property could reasonably be expected to yield, minus expenses, based on comparable rents for similar property in the area or what could reasonably be expected under prudent management. For income producing properties (i.e. rentals), the “income” amount is based on the rent collected. The fiscal impact to the City is a diminished property tax base from the property for a minimum term of 10 years, and up to 20 years depending on whether the City chooses to renew the contract at the 10-year mark.

PRIOR CITY COUNCIL ACTION:

In 2010, the City Council adopted Resolution 2010-042 limiting the number of Mills Act contracts to 3 per calendar year. In 2016, the City Council adopted Resolution 2016-068, revising the policy to allow for up to 15 Mills Act contracts during any 3 calendar year period. Since 2011, the City Council has approved 11 Mills Act contracts; in the last 3 years the City Council has approved 3 contracts.

ATTACHMENTS:

Attachment 1 - Resolution 2016-068

Attachment 2 - Mills Act Contract Table

Attachment 3 - Draft Standard Mills Act Contract

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

RESOLUTION NO. 2016-068

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA ESTABLISHING A LIMIT ON THE NUMBER OF MILLS ACT CONTRACTS THAT CAN BE APPROVED TO FIFTEEN DURING ANY THREE CALENDER YEAR PERIOD AND REQUIRING THE CITY COUNCIL TO EVALUATE THE PROGRAM AFTER THREE YEARS

WHEREAS, the City has adopted a General Plan and Municipal Code that strive to protect the village character through clear policies and regulations that guide historic preservation; and

WHEREAS, the Mills Act was adopted by the State of California in 1972; and

WHEREAS, jurisdictions are not required to implement the Mills Act, but participating jurisdictions may establish specific application requirements to suit local needs; and

WHEREAS, the City adopted the Mills Act as a potential benefit to property owners of historic resources as part of the Local Coastal Program; and

WHEREAS, the City Council recognizes the potential benefits of the program but also the potential fiscal impacts that could result from the unlimited approval of Mills Act Contracts; and

WHEREAS, establishing a limit on the number of contracts that can be approved will allow the City to implement the Mills Act Program without significantly impacting a revenue source that is vital to the City's operating budget; and

WHEREAS, in 2010 the City Council adopted Resolution 2010-42 which limited the number of Mills Act contracts to 3 per calendar year; and

WHEREAS, Resolution 2010-42 will be superseded by the adoption of this resolution; and

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

1. Limit the number of Mills Act Contracts that can be approved to fifteen (15) in any three calendar year period.
2. Require the City Council to review the Mills Act Program in three (3) years, in the year 2018, to determine whether to continue offering Mills Act Contracts or make revisions as necessary.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 13th day of September, 2016 by the following roll call vote:

AYES: COUNCILMEMBERS: Hardy, Reimers, Richards, Theis, Dallas

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None

ABSTAIN: COUNCILMEMBERS: None

SIGNED:

ATTEST:


Steve G. Dallas, Mayor


Ashlee Wright, City Clerk

CITY OF CARMEL-BY-THE-SEA APPROVED MILLS ACT CONTRACTS ¹				
APN	Property Owner	Address / Block and Lot	Document # / Year approved by city	20 Year Contract Term Limit ²
010-232-030	David DiGirolamo & Diana Morshead	Lopez St 3 NW of 4 th Ave Block: LL, Lot: ¼ N. of 7 & 9	TBD/2019	2039
010-423-001	Wellington S. Henderson Jr	26336 Scenic Road Block: N/A, Lot: N/A	TBD/2019	2039
010-039-007	Sandra J. Markowski	NW Santa Rita St & Ocean Ave Block: 66, Lots: 2, 3, 4 (south part)	2017067462 / 2017	2037
010-154-005	Scott and Robbin Lonergan	NEC Dolores St & 12th Ave Block: 131, Lot: 14	2016069522 / 2016	2036
010-115-006	Ken Rheame	Vista Ave, 2 NW of Mission Ave Block: 4 ½, Lots: W. ½ of 17 & 19	2016069521 / 2016	2036
010-165-015	Brad Slingerlend and Anna Speers	NWC of Santa Lucia Ave & San Carlos St Block: 143, Lots: 31, 33 and 35	2016069520 / 2016	2036
010-164-001	The Sharon B. Holtkamp and Kenneth W. Holtkamp AB Living Trust	SWC San Carlos St & 12th Ave Block: 137, Lot: 1	2016069519 / 2016	2036
010-041-001	Charles Whittington	SWC Ocean & Forest Ave Block: 83, Lot: 1	2014064199 / 2014	2034
009-164-008	Kim & Roy Sheingart	NEC Carpenter & 5th Block: 2A, Lot: 14	2013078015 / 2013	2033
010-287-006	Buff LaGrange	2552 Santa Lucia Ave Block: Z, Lots: east part 14 & 16	2012062739 / 2012	2032
010-108-012	Stephanie Ager Kirz	Junipero Ave, 2 NW of 3 rd Ave Block: 27 Lot: 15	2011066366 / 2011	2031

¹ Contracts approved before 2011 are not listed herein.

² Notice of Nonrenewal would need to be issued at Year 10.

RECORDING REQUESTED BY
CITY OF CARMEL-BY-THE-SEA

AND WHEN RECORDED MAIL TO

Carmel City Hall
Attn: Community Planning & Building
P.O. Box CC
Carmel-By-The-Sea, CA 93921

This space reserved for the Recorder's use only

CITY OF CARMEL-BY-THE-SEA
MILLS ACT HISTORIC PROPERTY PRESERVATION CONTRACT

THIS AGREEMENT is made and entered by and between the CITY OF CARMEL-BY-THE-SEA a municipal corporation (hereinafter referred to as "City"), and **PROPERTY OWNER** (hereinafter referred to as "Owner").

RECITALS

- (i) California Government Code Section 50280, et seq. (known as the Mills Act) authorizes cities to enter into contracts with the owners of qualified historic properties to provide for their appropriate use, maintenance and restoration such that these historic properties retain their historic characteristics;
- (ii) The Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at **ADDRESS** (APN: **123-456-789**), Carmel-By-The-Sea, California, (hereinafter referred to as the "Historic Property"). A legal description of the Historic Property is attached hereto, marked as "**Exhibit A**" and is incorporated herein by reference;
- (iii) The property is identified as a historic resource on the City of Carmel-By-The-Sea's Historic Inventory and Register of Historic Resources and is further described in the DPR 523A Form attached hereto, marked as "**Exhibit B**" and is incorporated herein by reference;
- (iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, as it exists at the date of this contract and as described in the City's Register of Historic Resources and the National Register of Historic Places, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Article 1.9 (commencing with section 439) of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. **INCORPORATION OF RECITALS.** All recitals are incorporated into this Agreement.
2. **EFFECTIVE DATE AND TERM.** This Agreement shall be effective and commence on the date the Agreement is signed by the City, unless otherwise indicated by the County of Monterey, and shall remain in effect for a minimum term of ten (10) years thereafter.
3. **AUTOMATIC RENEWAL.** Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as “annual renewal date”), one (1) year shall be added automatically to the term of this Agreement, unless timely notice of nonrenewal is given as provided in paragraph 4 of this Agreement. The total length of the contract shall not exceed twenty (20) years.
4. **NOTICE OF NONRENEWAL.** If City or Owner desires in any year not to renew this Agreement, that party shall serve written notice of nonrenewal in advance of the annual renewal date of this Agreement as follows: Owner must serve written notice of nonrenewal at least ninety (90) days prior to the annual renewal date; City must serve written notice of the nonrenewal at least sixty (60) days prior to the annual renewal date. If notice is not received, the Agreement shall automatically be renewed for another year. Upon receipt by Owner of a notice of nonrenewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of nonrenewal.
5. **EFFECT OF NOTICE OF NONRENEWAL.** If either City or Owner serves timely notice of nonrenewal in any year, and this contract is not renewed, this Agreement shall remain in effect shall remain in effect for the balance of the period remaining since the original execution or the last annual renewal date.
6. **FEES.** The City may require that the Owner(s) of the Historic Property pay a fee that shall not exceed the reasonable cost of providing services, such as inspections, pursuant to Government Code Section 50281.1 (Article 12 of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code), for which the fee is charged.
7. **VALUATION OF PROPERTY.** During the term of this Agreement, Owner is entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.
8. **PRESERVATION OF PROPERTY.** Owner shall preserve and maintain the characteristics of historical significance of the Historic Property and agrees to complete rehabilitation and/or maintenance activities as defined in the Rehabilitation/Restoration and Maintenance Plan attached as “Exhibit C”. Requests for revisions to the Maintenance and

Rehabilitation plan shall be reviewed by the Historic Resources Board prior to implementation. In addition, Owner shall comply with the terms of the City's Historic Preservation Ordinance (CMC 17.32). Owners shall not be permitted to further impede any view corridor with any new structure, including but not limited to walls, fences, or shrubbery, so as to prevent the viewing of the Historic Property from the public right-of-way.

9. **RESTORATION OF PROPERTY.** Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, U. S. Secretary of the Interior's Standards for Rehabilitation, the State Historical Building Code, and the City of Carmel-by-the-Sea, all as amended.
10. **INSPECTIONS.** Owner shall allow periodic examinations, at least every five (5) years, with reasonable notice thereof, of the interior and exterior of the Historic Property by representatives of the County of Monterey Assessor and the City of Carmel-By-The-Sea as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement. The City will coordinate inspections by such other agencies that have jurisdiction and will keep them to the minimum necessary to determinate such compliance.
11. **PROVISION OF INFORMATION.** Owner shall furnish City with any and all information required by City, in order to determine the eligibility of the Historic Property, and that City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.
12. **ANNUAL REPORT.** Owner shall submit an annual report at least 90 days prior to each annual renewal date (October 1st) to the Department of Planning and Building specifying all work that has been done to maintain and preserve the historic resource over the preceding year in compliance with the approved maintenance plan.
13. **CANCELLATION.** The City has the right to cancel the contract if the owner allows the property to deteriorate to the point that it no longer meets the standards for a qualified historical property. The City also has the right to cancel this contract if the owner(s) breaches the provisions of paragraph's # 8, 9, 10 or 12 of this Agreement after the City has provided reasonable notice of any failure to comply with the agreement, and a public hearing. Notice of the hearing shall be mailed to the last known address of each owner of the property, with the notice conforming to the provisions of Government Code section 6061., If after notice and a hearing, the contract is cancelled, termination of the Agreement is immediate, and the owner shall pay a cancellation fee equal to 12.5 percent of the current fair market value of the property, as determined by the Monterey County Assessor as though the property were free of the contractual restriction. The cancellation fee shall be paid to the Assessor, at the time and in the manner that the Assessor shall prescribe. City's right to cancel this Agreement pursuant to this paragraph

shall in no way limit or restrict its rights or legal remedies arising from City's Historic Preservation Ordinance and Municipal Code.

14. **ENFORCEMENT OF AGREEMENT.** In lieu of and/or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of, the terms of this Agreement.
15. **WAIVER.** City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All remedies at law or in equity, which are not otherwise provided for this Agreement or in City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.
16. **BINDING EFFECT OF AGREEMENT.** Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restrictions as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property. A successor in interest shall have the same rights and obligations under this Agreement as the original owner who executed the Agreement.
Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restrictions expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument. City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.
17. **NOTICE.** Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: Carmel-By-The-Sea
Community Planning & Building Department
Attn: Community Planning & Building Director
P.O. Box CC
Carmel-By-The-Sea, CA 93921

Owner: Name
 Address
 City, State, Zip

Notice to successors in interest to either party shall be sent to the appropriate address. In the case of future Owner(s) of the Historic Property, notice shall be sent to the address on file with the county property tax office in power at the time.

18. **RECORDATION.** No later than twenty (20) days after the parties execute and enter into this Agreement, the City shall cause this Agreement to be recorded in the Office of the County Recorder of the County of Monterey. From and after the time of the recordation, this Agreement shall impart a notice thereof to all persons as is afforded under state law.
19. **STATE LAW.** The Owner or agent of Owner shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of the date of this Agreement.
20. **GOVERNING LAW; VENUE.** This Agreement shall be constructed and governed in accordance with the laws of the State of California. Should either party to this agreement bring legal action against the other, the case shall be handled in Monterey County, California and the party prevailing in such action shall be entitled to a reasonable attorney fee which shall be fixed by the judge hearing the case and such fee shall be included in the judgment together with all costs.
21. **AMENDMENTS.** This agreement may be amended in whole or in part, only by a written-recorded instrument executed by the parties hereto.
22. **DESTRUCTION OF PROPERTY; EMINENT DOMAIN; CANCELLATION.** If the Historic Property is destroyed by earthquake, fire, flood, or other natural disaster such that in the opinion of the City Building Official more than sixty percent (60%) of the original fabric of the structure must be preplaced, this Agreement shall be cancelled because the historic value of the structure will have been destroyed. If the Historic Property is acquired in whole or in part by eminent domain or other acquisition by any entity authorized to exercise the power of eminent domain, and the acquisition is determined by the City Council to frustrate the purpose of this Agreement, this Agreement shall be cancelled. No cancellation fee pursuant to Government Code Section 50286 shall be imposed if the Agreement is cancelled pursuant to this paragraph. Such Agreement shall be null and void for all purposes of determining the value of the property so acquired.
23. **INDEMNIFICATION.** Owner shall defend, indemnify, and hold harmless City and its elected officials, officers, agents and employees from any actual or alleged claims, demands, causes of action, liability, loss, damage, or injury to property or persons, including wrongful death, whether imposed by a court of law or by administrative action of any

federal, state or local government agency, arising out of or incident to the direct or indirect use, operation, or maintenance of the Historic Property by Owner or any contractor, subcontractor, employee, agent, lessee, licensee, invitee, or any other person; (ii) Owner's activities in connection with the Historic Property; and (iii) any restriction on the use of development of the Historic Property, from application or enforcement of the City's Municipal Code, or from the enforcement of this Agreement. This indemnification includes, without limitation, the payment of all penalties, fines, judgments, awards, decrees, attorneys' fees, and related costs or expenses, and the reimbursement of the City, its elected officials, employees, and/or agents for all legal expenses and costs incurred by each of them. Owner's obligation to indemnify shall survive the termination, cancellation, or expiration of this Agreement and shall not be restricted to insurance proceeds, if any, received by City, its elected officials, employees, or agents.

24. **SEVERABILITY.** In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

IN WITNESS THEREOF, the City and Owners have executed this Agreement on the day and year written above.

CITY OF CARMEL-BY-THE-SEA:

By: _____

Date: _____

Name: Richard L. Rerig ("Chip")

Title: City Administrator

PROPERTY OWNER(S):

By: _____

Date: _____

Name:

Title: Property Owner

By: _____

Date: _____

Name:

Title: Property Owner

EXHIBIT A
LEGAL DESCRIPTION

EXHIBIT B
DPR 523A FORM

EXHIBIT C
REHABILITATION/RESTORATION AND MAINTENANCE PLAN



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

**March 3, 2020
ORDERS OF BUSINESS**

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Sharon Friedrichsen - Director, Contracts and Budgets
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Receive a report on options related to the home mail delivery services program and provide direction to staff

RECOMMENDATION:

Receive a report on options related to the home mail delivery services program and provide direction to staff.

BACKGROUND/SUMMARY:

The United States Postal Service delivers mail to Carmel-by-the-Sea residents' post office boxes rather than directly to physical locations as the community has declined to adopt house numbers. Nor has the community supported the alternative use of group, or cluster, mailboxes located throughout town. As stated within Resolution 2003-91, the City has contracted for courier service to provide home mail delivery services "as an essential community service for those residents that are physically unable to visit the post office or who, for some other reason, cannot obtain mail on a regular basis."

Under the current program, an individual contacts the City and requests mail delivery service. The City then notifies its contracted courier service to begin mail delivery service. As part of the service, the courier collects the mail for the newly added post office box from the post office; delivers the mail, including packages, to the individual's physical location; collects mail and packages from the physical location and delivers the outgoing mail to the post office six days a week. The City pays the entire cost for this service, which is currently \$39 a month per post office box. Service is invoiced monthly and the City cancels the service upon receiving notification directly from the subscribed addressee.

In an effort to control costs, the Council previously discussed possible options including establishing eligibility criteria, reducing the scope of services and eliminating the program completely. The purpose of this agenda item is for the Council to consider options regarding possible eligibility criteria and provide direction to staff. Upon receiving direction, staff will bring forth a resolution for Council's adoption in April that codifies changes to the program and develop a schedule for implementing any forthcoming modifications so that a revised program becomes effective on July 1, 2020.

Criteria

There are three possible criteria the City may impose to determine eligibility for the City funded home mail delivery service program: (1) age, (2) disability and (3) full-time residency. The use of eligibility criteria has the advantage of reducing costs. More importantly, imposing criteria aligns the program with its original intent and justifies the use of public funds to provide mail delivery services to eligible individuals.

1. Age

Age is one criteria that may be imposed for the mail delivery service program. One benefit of using age as a criteria is that it is easy for staff to verify, such as checking a driver's license or another document that shows date of birth. The documentation process also requires minimal effort on the part of the user in order to participate in the program. It also has the potential to limit the number of participants within the program. However, age does not necessarily correlate to the program's purpose of assisting "residents that are physically unable to visit the post office or for some other reason cannot obtain mail on a regular basis."

2. Disability

The rationale for imposing disability as a criteria is that it correlates to the program's intent of assisting "residents that are physically unable to visit the post office". In order to impose this criteria, the City would require the submission of a disability exemption waiver form. This form would require a licensed medical provider authorized to practice in the State of California to certify that an individual has a physical limitation that renders the individual unable to pick up his/her mail directly at the post office. Collecting this form would require some changes to the City's administrative process, but have a minimal impact on staff workload. However, both existing and new participants would need to have the form completed annually by a licensed medical provider in order to participate in the program.

3. Full-time Residency

The number of addresses receiving mail delivery services does fluctuate monthly, including an increase during summer months. This may indicate that the use of the program is based more on convenience or other factors and Council may wish to impose a full-time residency requirement on the program.

Staff would need guidance from Council regarding acceptable documentation as a property tax bill, utility bill, voter registration or driver's license do not necessarily indicate full-time residency.

Other Reasons

As stated within Resolution 2003-91, the purpose of the City contracting for home mail delivery service was to provide "as an essential community service for those residents that are physically unable to visit the post office or who, for some other reason, cannot obtain mail on a regular basis". Council may wish to consider what constitutes "other reasons" for not being able to obtain mail on a regular basis, determine whether such reasons justify the use of public funds for the service and impose associated criteria.

Other Options

One hybrid option would allow individuals who do not meet the eligibility criteria to pay for the service. Individuals that meet the Council-determined eligibility requirement would receive the service for free, or at a reduced cost, depending on Council's preference. This approach would allow the service to continue to be available to a larger audience and allow the City to achieve some savings in terms of economy of scale with the courier. The City would incur a new responsibility related to invoicing; however to minimize the impact, staff would bill for services on a quarterly basis.

While this agenda item is intended to provide Council with options to modify the current home mail delivery program, Council may also consider the elimination of the program. The City would incur indirect savings of staff time associated with the administration of the program as well as the direct costs of the courier service. If the program is eliminated, residents would either need to obtain their mail directly from the post office or make alternative arrangements to have their mail collected and delivered.

Next Steps

Upon receiving direction from Council, staff will return next month with a resolution codifying changes to the program. Depending on Council direction, staff will start drafting applicable forms, such as a disability waiver exemption form, and develop an implementation schedule so that the new program becomes effective on July 1, 2020.

FISCAL IMPACT:

The program currently costs the City approximately \$68,000, which is based on an average of 145 addresses per month at \$39 per address. Staff anticipates that there will be some savings to the program as it is unlikely that all participants will meet any forthcoming eligibility criteria established by Council.

PRIOR CITY COUNCIL ACTION:

Council received a report on options to modify or eliminate the mail service program on May 1, 2018.

ATTACHMENTS:



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

March 3, 2020
ORDERS OF BUSINESS

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Agnes Martelet, Manager, Environmental Compliance
APPROVED BY:	Chip Rerig, City Administrator
SUBJECT:	Adopt Resolution 2020-020, approving the selection of 15-Watt, 2700-Kelvin LED lights to replace all 17 low-pressure sodium, cobra-head, safety streetlights in Carmel-by-the-Sea

RECOMMENDATION:

Adopt Resolution 2020-020, approving the selection of 15-Watt, 2700-Kelvin LED lights to replace all 17 low-pressure sodium, cobra-head, safety streetlights in Carmel-by-the-Sea.

BACKGROUND/SUMMARY:

Currently, the City has a variety of low-pressure sodium streetlights. PG&E will no longer replace low-pressure sodium lights. Instead, PG&E has offered to replace all 17 existing, cobra-head, safety streetlights in Carmel-by-the-Sea (see Attachment 2), which all have low-pressure sodium bulbs in them, with energy-efficient LED bulbs. LED bulbs not only are more energy efficient, they also provide better light quality and longevity. This project does not affect any decorative streetlights in Carmel. The proposed retrofits would be completed at no cost to the City.

There are several options available for light intensity, measured in Watts (W), and warmth, measured in Kelvin (K). A light with a lower wattage is dimmer. A light in the 2000K to 3000K range is warm white, with the light getting progressively cooler up the Kelvin scale. For comparison, mid-day sunlight is approximately 4500K to 5000K.

In order to determine which light intensity and warmth would be best for Carmel, staff worked with PG&E to install three different test LED lights around Carmel to provide an opportunity for the community to weigh in on their preferred style. Staff also contacted several other municipalities who are quite satisfied with similar light retrofits.

The three streetlights were installed as follows:

- Streetlight No. 1: Southeast corner of Monte Verde Street and Third Avenue: 15W, 2700K
- Streetlight No. 2: Center median on the north side of the Del Mar Parking Lot: 32W, 2700K
- Streetlight No. 3: Southwest corner of the Del Mar Parking Lot: 28W, 3000K

The City ran an online survey from January 3 to January 31, 2020 to collect public feedback on the three streetlights. Staff also posted signs at each streetlight (refer to Attachment 3), and advertised the survey on the City's website and in the City's Friday Letters. The Carmel Pine Cone also wrote an article on the proposed retrofit and noted the public survey.

There were 20 respondents to the online survey. Results of the survey are tabulated below. Note that not all respondents answered all questions.

Streetlight ID	How respondents felt about it			Number of Respondents who Preferred this Streetlight Option
	Like It	Too bright	Too dim	
Streetlight No. 1	9	5	3	10
Streetlight No. 2	3	11	1	3
Streetlight No. 3	4	9	1	4
Other	N/A	N/A	N/A	3 (all options were too bright)

Survey results indicated that 50% of the respondents preferred Streetlight No.1 at the corner of Monte Verde and Third Avenue, 15% voted for Streetlight No.2 in the Del Mar center median, and 20% voted for Streetlight No. 3 at the southwest corner of the Del Mar parking lot. In addition, 15% of the respondents thought all the lights were too bright.

Staff presented the results of the survey to the Planning Commission on February 19, 2020. Planning Commissioners unanimously voted to recommend Streetlight No.1 to the City Council as the preferred option for replacing the 17 safety streetlights.

Based on the results of the online survey and the recommendation of the Planning Commission, staff recommends using 15W, 2700K LED lights to replace all 17 existing, cobra-head, safety streetlights in Carmel.

FISCAL IMPACT:

PG&E has offered to install all 17 LED safety lights at no cost to the City. The City will also save ongoing costs due to reduced energy consumption.

PRIOR CITY COUNCIL ACTION:

In June 2019, the City Council approved participation in a separate program, namely PG&E's On-Bill Financing and AMBAG Energy Watch Direct Install Program to implement LED lighting retrofits that replaced all interior fluorescent lights at 7 City buildings.

ATTACHMENTS:

Attachment #1 - Resolution 2020-020 LEDStreetlights
Attachment 2 - Map of 17 Safety Streetlight Locations
Attachment 3 - Streetlight Survey Sign

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

RESOLUTION NO. 2020-020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
APPROVING THE SELECTION OF 15-WATT, 2700-KELVIN LED LIGHTS TO REPLACE ALL
17 LOW-PRESSURE SODIUM, COBRA-HEAD, SAFETY STREETLIGHTS IN CARMEL-BY-
THE-SEA**

WHEREAS, the City currently has a variety of low-pressure sodium streetlights and PG&E will no longer replace these; and

WHEREAS, PG&E has offered to replace all 17 existing, cobra-head, safety streetlights in Carmel-by-the-Sea with energy-efficient LED lights; and

WHEREAS, in collaboration with PG&E, the City conducted a pilot project that consisted of installing three different LED, cobra-head, streetlights to determine the best light intensity and warmth for Carmel-by-the-Sea; and

WHEREAS, a public survey was conducted that indicated that 50% of survey respondents preferred the 15-Watt, 2700-Kelvin streetlight; and

WHEREAS, the Planning Commission reviewed the proposed lighting options and unanimously voted to recommend the 15-Watt, 2700-Kelvin streetlight option to the City Council.

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

Approve the selection of 15-Watt, 2700-Kelvin LED lights to replace the 17 low-pressure sodium, cobra-head, safety streetlights in Carmel-by-the-Sea.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-
THE-SEA this 3rd day of March, 2020, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

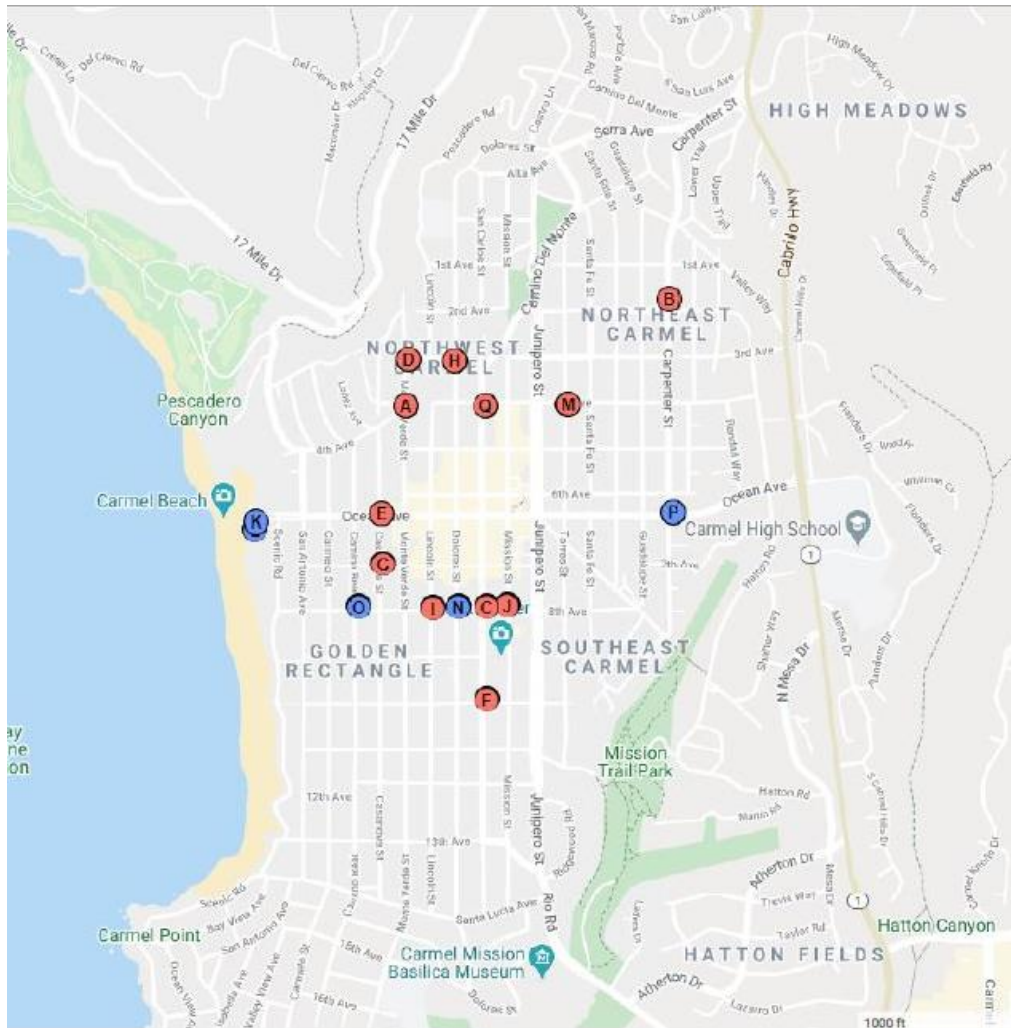
APPROVED:

ATTEST:

Dave Potter
Mayor

Britt Avrit, MMC
City Clerk

City of Carmel-by-the-Sea Safety Streetlight Locations





City Pilot LED Streetlight Project

PG&E has installed 3 pilot LED streetlights to help our community determine which light style will work best for Carmel. The three different LED lights at the following locations:

- SE corner of Monte Verde Street and Third Avenue
- SW corner of the Del Mar parking lot
- Median in the center of the Del Mar parking lot



Help us determine the best option for Carmel by visiting the three light locations and scanning this code to answer a short survey:





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

March 3, 2020
PUBLIC HEARINGS

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Dick Bower, Building Official

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Adopt Ordinance 2020-001, amending Carmel Municipal Code (CMC) Title 15 (Buildings and Construction) by adopting the 2019 editions of the California Building (CBC), Residential (CRC), Energy (CEnC), Fire (CFC), Mechanical (CMC), Plumbing (CPC), Electrical (CEC), Green Building Standards (CGBSC), Historic Building (HBC), and Existing Building Codes (EBC) with local amendments which constitutes reading of the title and waiver of reading of the Ordinance.

RECOMMENDATION:

Adopt Ordinance 2020-001, amending Carmel Municipal Code (CMC) Title 15 (Buildings and Construction) by adopting the 2019 editions of the California Building (CBC), Residential (CRC), Energy (CEnC), Fire (CFC), Mechanical (CMC), Plumbing (CPC), Electrical (CEC), Green Building Standards (CGBSC), Historic Building (HBC), and Existing Building Codes (EBC) with local amendments which constitutes reading of the title and waiver of reading of the Ordinance.

BACKGROUND/SUMMARY:

The State of California, Building Standards Commission (CBSC), under California Code of Regulations (CCR) Title 24, establishes the minimum standards for building construction; fire safety and prevention; and, public health and safety, in the built environment throughout the State. The CBSC updates Title 24 on a triennial cycle, with periodic updates as deemed necessary by the Commission between triennial updates. The CBSC has adopted the 2019 edition of the California Building, Residential, Fire, Electrical, Plumbing, Mechanical, Green Building, Energy, Historic Building and Existing Building Codes effective January 1, 2020. Local jurisdictions are required to begin enforcing the updated codes on that same date.

Ordinance 2020-001 (Attachment 1) adopts the codes enumerated in CCR Title 24 as required by the CBSC with local amendments addressing unique conditions and circumstances in the City of Carmel-by-the-Sea as described in the Ordinance in accordance with CBSC requirements.

Significant changes include:

1. Establishes a new section 15.10 Residential Code which adopts the California Residential Code (CRC) as a separate section from the California Building Code (CBC) consistent with CBSC code

adoption process which establishes the CRC as Part 2.5 of CCR Title 24.

2. Provides residential design criteria under CRC Table R403.1.3.
3. Repeals the 50 psi limit on water pressure coming into a building, reverting to the prescriptive California Plumbing Code's 80 psi limit.
4. Repeals the phasing chapter (15.54.050) for implementation of the California Green Building Standards Code (CBGSC). The section is no longer applicable due to full implementation of the CGBSC by the City and State in 2016.
5. Amends the Building and Fire Code definitions to clarify that "Escape Rooms" as defined in the code are considered "Special Amusement Buildings" subject to the requirements of CBC Sec. 411 and the Fire Code.
6. Clarifies stormwater management system requirements including adoption of the requirements specified in Building Safety Division Standard Operating Guidance (SOG) 17-07 (adopted by Resolution 2020-013 on January 7, 2020).
7. Adopts Solar Ready requirements for new construction. Solar Ready requirements, mandated by the State under California Energy Code Section 110.10, apply to new single-family residences located in subdivisions with ten or more single-family residences; new low-rise multifamily buildings; new hotel/motel occupancies and high-rise multifamily buildings; and, new non-residential buildings with three or less habitable stories other than health care facilities.

Additional options for Public Safety and Convenience

Fire Prevention: The State of California and Monterey County have experienced many significant, highly-destructive wildfires in recent years. While the causes have varied, the rapid growth and unusual fire behavior from many of these fires is thought to be the result of extended drought, limited vegetation management, and continued development in the wildland/urban interface areas (WUI) of the State. To mitigate the threat from wildfire, the State Fire Marshal has identified areas of moderate, high and very high fire hazard severity potential and has enacted additional protective measures required to be built into new construction within these zones.

CBC Chapter 7A provides the state requirements for new construction in identified wildland-urban interface areas. Within the State Responsibility Area (areas outside of local agency jurisdiction) Chapter 7A requirements apply in all three wildfire severity zones. Inside local agency jurisdictions, such as the City of Carmel-by-the-Sea, the requirements apply (by state mandate) only in areas mapped as Very High Fire Hazard Severity Zones (VHFHSZ). In the City of Carmel-by-the-Sea, the east and north sides of the City (Attachment 2) contain land classified as VHFHSZ and the provisions of Chapter 7A have been enforced for new construction since July 1, 2008.

In the remainder of the City, the prescriptive fire-resistant construction requirements of the California Building Code (CBC), California Residential Code (CRC), and California Fire Code (CFC) apply based on a buildings size, setbacks and occupancy type. To improve fire protection, the City has adopted a requirement that all new roofs, or roof replacements of over 25%, include a Class A rated fire-resistant roof assembly. In addition, new construction, major remodels, and some changes in use require the installation of fire sprinkler systems.

Many of the unique features of the City such as its urban forest, small lots, minimal setbacks, aging and historic buildings, and predominantly unprotected wood framed construction could contribute to fire spread

should a fire occur (wildfire or structure fire). To reduce the potential for a catastrophic fire, the City Council may consider additional fire protection requirements as described under Chapter 7A throughout the City. Staff presented the following options at the January 7, 2020 City Council meeting:

- 1) Adoption of Chapter 7A requirements in all areas and zones of the City as are enforced in the VHFHSZ.
- 2) Adoption of select Chapter 7A requirements in all areas and zones of the City that are not within the VHFHSZ. Select requirements may include tempered glass in glazed openings; fire-resistant or non-combustible siding and/or decking; fire-resistant vents; fire-resistant doors, vegetation management/defensible space requirements; among others.
- 3) Maintain the status quo and continue enforcing Chapter 7A requirements in the VHFHSZ only.

The City Council selected Option 2, adoption of select requirements that could improve the overall fire resistance of the City while accommodating environmental, cultural and social values and characteristics the City embraces. The Council further directed staff to establish a working group of partners and stakeholders to consider the options for increasing fire resistance through the City's building and fire codes. The recommendations of the working group could include proposed amendments which would be brought before the Council for future consideration.

Public Workshop

On January 23, 2020 the City held a public workshop in the Council Chambers at City Hall to present the code amendments. Over 30 members of the public were in attendance including architects, designers, contractors, and owner/builders. Attendees had the opportunity to ask questions and City staff provided clarification on a number of items including solar ready requirements and stormwater drainage.

FISCAL IMPACT:

Fiscal impacts of this action on the City of Carmel-by-the-Sea will be minimal. No new revenues are anticipated as a result of this update, and no new resources are required to implement it.

PRIOR CITY COUNCIL ACTION:

The City Council approved updating Title 15 most recently in 2018 (Ord. 2018-003). At the January 7, 2020 City Council meeting, the Council introduced Ordinance 2020-001 to update Title 15 with the 2019 code amendments and adopted Resolution 2020-013 approving standard procedures for private stormwater drainage systems.

ATTACHMENTS:

- Attachment # 1 - Ordinance 2020-001
- Attachment #2 - Very High Fire Hazard Map

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

ORDINANCE NO. 2020-001

**AN ORDINANCE AMENDING TITLE 15 OF THE CARMEL MUNICIPAL CODE AND
ADOPTING THE 2019 CALIFORNIA BUILDING, RESIDENTIAL, ENERGY, FIRE,
MECHANICAL, PLUMBING, ELECTRICAL, GREEN BUILDING, HISTORIC
BUILDING, AND EXISTING BUILDING STANDARDS CODES WITH
AMENDMENTS**

WHEREAS, The City of Carmel-by-the-Sea has adopted the California Building Standards Code (CCR Title 24 and Title 25) as promulgated by the CA Building Standards Commission, related to buildings and construction in accordance with State law; and

WHEREAS, the updated 2019 California Building Standards Code was adopted by the State Building Standards Commission as the new code for this state effective January 1, 2020; and

WHEREAS, Title 15 of the Carmel Municipal Code has been revised to reflect the needs of our specific requirements under these codes and thereby may stand alone as the specific requirements for construction within the City of Carmel-by-the-Sea; and

WHEREAS, pursuant to Sections 17922, 17958, 17958.5 and 17958.7 of the California Health and Safety Code, the City of Carmel-by-the-Sea (City) may adopt the provisions of the California Building Code; the CA Plumbing Code; the CA Mechanical Code; the CA Fire Code; the CA Electrical Code; the CA Energy Code; the CA Green Building Standards Code; the CA Historic Building Code; and the CA Existing Building Code to protect the health, welfare, and safety of the citizens of Carmel because of local climatic, geological, topographical, and environmental conditions; and

WHEREAS, this Ordinance was found to be exempt from environmental review, per the provisions of Section 15061(b)(3) of the California Environmental Quality Act (CEQUA) of 1970 as amended; and

WHEREAS, the City Council hereby finds as follows: Specific amendments have been established by the City which are more restrictive in nature than those sections adopted by the State of California (State Building Standards Code, and State Housing and Community Development Code) commonly referred to as Title 24 and Title 25 of the California Administrative Code. These "Findings of Fact" are submitted and made part of this Ordinance pursuant to Section 17958.5 and Section 17958.7 of the California Health and Safety Code. Under the provisions of Section 17922.2 of the California Health and Safety Code, local amendments shall be based on climatic, geographical, or topographical conditions. The Findings of Fact contained herein shall address each of these situations

and shall present the local situation, which either singularly or in combination causes the established amendments to be adopted.

Profile of the City of Carmel: The City of Carmel-by-the-Sea encompasses an area of approximately 1.08 square miles of land, with a resident population of approximately 3,800 people. There is a significant seasonal and visitor population to the City of Carmel making the actual daytime population significantly higher. The physical location of the City is on the Monterey Peninsula near the City of Pacific Grove, the City of Monterey, and unincorporated Monterey County.

The placement of the residential and commercial development within the City of Carmel has been carefully laid out, and works around the confined steep slopes, forested areas and shoreline areas. Other unique environmental characteristics include relatively small parcel sizes and residential streets that are not improved to the full right-of-way width but are left in a more natural state. Throughout the City and its vicinity are major roadways and highways that create barriers.

The following points were established as causes of concern to the City and are herein established and submitted as Findings of Fact:

Climatic I: The climate weather patterns within the City of Carmel are considered to be moderately effected by the Pacific Ocean and Monterey Bay, which create a year-round growing season. The normal year's rainfall is approximately eighteen to nineteen inches (18"-19") in the average calendar year. Summer conditions, with the prevalent Pacific High Cell create the mid-day fog normally associated with Carmel. This climatic fog assists natural vegetation growth.

Later in the year, the winds and drying vegetation mix to create hazardous fuel conditions, which has been responsible for wildland fires in recent years. While normal temperatures usually do not exceed 65-75 degrees, during late summer and early fall the temperatures can periodically climb higher. Recent drought conditions and typical afternoon sea breezes can contribute to rapid fire spread in the wooded, hillside areas of the City.

Because of weather patterns and population increases, the City of Carmel (like other California cities) has experienced water rationing and water allocation. Due to storage capacities and consumption, as well as climatic conditions, limited water resources are an issue.

While sound management of water resources is possible, actual demands on an already stressed water supply can be predicted.

Climatic II: The region is within a climate zone that requires compliance with energy efficiency standards for building construction. The amendments add up-to-date design standards that will add to energy efficiency in construction while maintaining nationally recognized health and safety standards.

Geographical I: Residents and visitors alike appreciate the scenic appeal and geographical features of the City of Carmel. The forested hills to the east and dunes and shoreline area to the west accent one another. The forested areas upslope of the coastal area give a feel of balance and a sort of backdrop for the City itself. These geographical features have influenced the siting of roadways and building sites, and can create difficulties for accessibility for firefighting forces.

The forested areas of oak and pines create windbreaks from oncoming winds, while producing fuel from fallen leaves, and dry and decaying trees and branches. The dry vegetation, steep terrain, and limited water availability contribute to concerns for wildland fires.

The City of Carmel has near its boundaries, potential active seismic hazards with respect to the "Navy", "Berwick Canyon", "Chupines", and "Seaside" faults. While systems have been developed to study and monitor the activity or earthquakes, science has not yet been able to reliably predict the potential for activity on these or any active fault.

Seismic activity within the City occurs periodically with little or no damage, although a real potential for damage exists relative to these four active faults. New construction may be limited by its respective distance to such faults, and replacement of existing structures will be costly.

The geographical layout of the forested areas creates hazardous conditions when a storm of gale-force winds causes trees to fall onto structures and roadways used for egress and public safety access. The Monterey Pine, a common species in the Carmel forest has a growing pattern, shallow rot system, and inherent nature that lends itself to being blown over easily contributing to concerns for severe storm hazards.

Landslides have also been experienced within limited areas in the City of Carmel, particularly during and after winter storms due to excessive soil saturation. While stabilization can sometimes be provided, heavy rainfall events have caused slope failures. Landslides and soil erosion can result in impeded roadways within the City, again making accessibility difficult until properly cleared.

The hills surrounding and within the City of Carmel, have slopes that are typically an overall average of between five and ten percent; however, some areas have steeper slopes in excess of 20-30%. The City's elevation starts at sea level and extends to areas in excess of 200 feet above sea level. The elevation change and hilly areas contribute to the geographical foundation on which the City has built and will continue to build.

Geographical II: The region is located in an area of high seismic activity as indicated by the United States Geological Survey and California Geological Survey. Recent earthquake activity has indicated the lack of flexibility of materials and/or building systems has been a contributing factor to damages that reduced the protection of the life-safety of building occupants and increased the cost of rehabilitation of structures. Activities

have indicated the need for increased levels of safety in building systems, including but not limited to means of egress, wiring systems, and fire protection systems.

Topographical: The topographical element of this report is associated closely with the geographical element noted above. While the geographic features create the topographic conditions, the findings in this section are caused by the construction and design of the City of Carmel due to the elevation changes, as well as hills and drainages that are in the City.

The water supply (domestic and fire flow) system is directly affected by the topographic layout. The distribution system consists of water lines that carry the water from storage tanks reservoirs to the public via pipes. These street mains create lift-zones where the pressure and flows are adequate at lower elevations and minimal, sometimes critical supplies at the top. Water supply flow rates within the City of Carmel vary, presenting challenges to development, as well as fire suppression activities.

The roadway system is designed around the topography with respect to narrow, winding roads with varying grades and overhanging tree branches. The grades on some roadway surfaces exceed 20% and widths of less than twelve (12) feet for access in some areas. Due to traffic congestion on many streets, especially the commercial downtown area, vehicles double park for loading and unloading purposes. This creates barriers that increase response time for public safety personnel.

The topography also presents challenges to construction. In many cases, existing structures are being removed and replaced with larger buildings. Those existing structures which remain cause concern to the Fire Department because of the potential for outdated or inadequate fire protection (firewalls, fire extinguishing systems, etc.). The hazard exposure created by these structures poses a separate problem.

It is not uncommon to see existing buildings to be torn down and replaced with larger buildings. For practical and cost reasons, these new structures are often built of wood (Type V) construction. Building lots tend to be smaller than many other communities, and smaller setbacks are required. This presents a higher potential for conflagration within certain areas of Carmel. The concentrated commercial, as well as residential occupancies cause concern regarding the fire exposure elements of building-to-building and building-to-forest areas of the City.

The topographical nature of Carmel and its abundance of trees also can contribute to power failures caused when trees and tree limbs damage sections of electrical transmission lines. These power failures cause electrically powered pumps to become inactive, interrupting water supplies. Vehicular accidents also have been known to interrupt these pumping operations, due to narrow streets which are congested with residents and visitors.

Lastly, while possibly not being within the “topographical” context of Findings of Fact, the historical significance is a major visitor draw for the City of Carmel. Buildings and roadways have been preserved to create a lasting reminder of what has been.

While many of the historical structures are small and surrounded by landscaped courtyards, etc., some buildings are constructed closer than would be presently allowed under the California Building Code. Construction methods were also less restrictive than would be required today. These structures and settings create barriers, which firefighters must work around and protect from exposure. Several historical buildings dating back to the 1800’s are irreplaceable.

These Findings of Fact which identify the various “climatic, geographical, and topographical” conditions, are considered reasonably necessary to modify the requirements established pursuant to Health and Safety Code Section 17922 based upon local conditions.

While it is clearly understood that the adoption of these regulations may not prevent the incidence of fire or building related accidents, implementation of these various regulations and/or requirements may serve to reduce the severity and potential loss of life and property.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES ORDAIN AS FOLLOWS:

SECTION 1. Title 15 of the Municipal Code of the City of Carmel-by-the-Sea is amended as follows:

Chapter 15.04 Administration of Building Codes

15.04.020 Definitions

A. As used in this title, unless otherwise apparent from the context, the following words and phrases shall have the stated meaning:

1. “Building Department” means the office of building inspection and zoning enforcement of the City.
2. “Building Official” and “administrative authority” mean the Chief Building Official of the City and/or her/his duly appointed deputies or assistants.
3. “Class B noise” includes noise created or generated within or adjacent to residential property which is necessary and normally associated with property maintenance and construction. Class B noise includes, but is not limited to, noise created by power equipment and tools, appliances, workshops, vehicle repairs and testing, and construction projects.

4. "Construction codes" means those certain building construction codes adopted by the City and made a part of the municipal code.
5. "Demolition" is the complete destruction and removal/takedown of all above- and/or below-ground elements of a building or structure excluding basements that are in conformance with all building and zoning standards.
6. "Escape Room" means a room in which patrons or participants are confined or enclosed in a room or space in which the means of egress and exit doors are intentionally obscured requiring the occupants to find a means of escape (the means of egress) by discovering hidden clues and solving a series of riddles, puzzles or problems.

~~6-7~~. "Existing building" is a building erected prior to the adoption of this code, or one for which a legal building permit has been issued. All additions and/or changes to any existing building shall be reviewed by the Department of Community Planning and Building and/or the Planning Commission.

~~7~~ 8. "Garden fence" is an enclosure or barrier made of wood or metal, used as a boundary, means of protection, privacy screening, or confinement, but not including walls, masonry structures, hedges, shrubs, trees or other natural growth.

~~8~~ 9. "Garden wall" is a linear, masonry structure used within a landscape to define a boundary, path, planting area or other design feature. Garden walls are exposed on both sides and do not retain soil, slopes or terraces. (See also "Retaining wall.")

~~9~~ 10. "Person" includes an individual, corporation, partnership, firm, association, and legal representative of an estate or person.

11. "Projection" means a building feature connected to and supported by the exterior walls of a building or structure that extends horizontally beyond the vertical plane of the exterior side of the building foundation walls. Projections include such features as eaves, decks, balconies, chases, and bay windows, etc.

~~10~~ 12. "Rebuilding" is the act of making extensive repairs and/or modifications to an existing building or structure. "Rebuilding" shall include, but not be limited to:

- a. The removal/takedown from any building or structure of more than or equal to 50 percent of any of the following:
 - i. The external surfaces or cladding of exterior walls; and/or
 - ii. The structural framing of exterior walls; and/or
 - iii. The roof framing; and/or

- b. Obscuring from view 50 percent or more of the exterior walls or wall cladding of any building or structure through construction of an addition, or by application of an exterior material over the existing exterior material.

Portions of walls, wall cladding, wall framing, or roof framing proposed to be retained shall be considered rebuilt if less than 10 feet in length for walls, wall cladding, or wall framing, or less than 100 square feet of roof framing remain. All such portions of walls, wall cladding, wall framing, or roof framing shall be included in the calculation of the total amount of walls, wall cladding, wall framing, or roof framing and considered rebuilt.

Portions of walls, wall cladding, wall framing, or roof framing that are nonconforming (Chapter [17.36](#) CMC, Nonconforming Uses and Buildings), and are not proposed for removal/takedown, shall not be included in the calculation of the total amount of walls, wall cladding, wall framing, or roof framing to be retained.

~~11~~ 13. “Retaining wall” means a wall that holds back earth, water, or other liquids.

~~12~~ 14. “Special Amusement Building. A special amusement building is any temporary or permanent building of portion thereof that is occupied for amusement, entertainment or educational purposes and that contains a device or system that conveys passengers or provides a walkway along, around or over a course in any direction so arranged that the means of egress path is not readily due to visual or audio distractions or is intentionally confounded or is not readily available because of the nature of the attraction or mode of conveyance through the building or structure.

The term “Special Amusement Building” shall include spaces or areas used as “Escape Rooms”.

~~14~~ 15. “Sphere of influence” means the area including the City of Carmel-by-the-Sea and its surrounding area as defined in the City’s General Plan.

~~14~~ 16. “Transient Rental”. Any residential unit that is occupied for the purposes of sleeping, lodging, or similar reasons for a period of less than 30 consecutive days in exchange for a fee or similar consideration. These units are required to pay transient occupancy tax and are classified as a Group R-1 occupancy if the site contains more than one transient rental unit (CMC 15.04.020(13)).

17. “Wall cladding” is all exterior materials of a building including wall surfaces, windows, doors, chimneys, etc.

15.04.110 Permit – Validity – Expiration

B. Time Limitation of Applications. Applications for which no permit is issued within 180 days following the date of the application shall expire, and the plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the

Building Official. The Building Official may extend the time for action by the applicant for a period not exceeding ~~180~~ 90 days on written request by the applicant showing that circumstances beyond control of the applicant shall have prevented action from being taken and the extension has been submitted in writing prior to the expiration date.

Expiration of Permits. Every permit issued by the Building Official under the provisions of this code shall expire and become null and void if the project authorized by such permit has not achieved an approval for one of the required inspections identified in Section 110.3 of the 2019 California Building Code within ~~180~~ one-year (365 days) of such permit issuance.

15.04.130 Enforcement – Right of Entry

B. Whenever necessary to make an inspection to enforce any provision of this title or of the model codes adopted herein, or whenever the Building Official or her/his authorized representative has reasonable cause to believe that there exists in any building or upon any premises, any condition which makes such building or premises unsafe as defined in the ~~2016~~ 2015 International Property Maintenance Code, the Building Official or her/his authorized representative may enter such building or premises at all reasonable times to inspect same or to perform any duty imposed on the Building Official by this code; provided, that if such building or premises be occupied, s/he shall first present proper credentials and demand entry; and if such building or premises be unoccupied, s/he shall first make a reasonable effort to locate the owner or other person(s) having charge or control of the building or premises and demand entry.

If such entry is refused, the Building Official or her/his authorized representative shall have recourse to every remedy provided by law to secure entry. "Authorized representative" shall include duly appointed deputies and assistants.

No owner or occupant or any other person having charge, care or control of any building or premises shall fail or neglect, after proper demand is made as herein provided, to promptly permit entry therein by the Building Official or her/his authorized representative for the purpose of inspection and examination pursuant to this title. Any person violating this section shall be guilty of an infraction. (Ord. 2018-03 § 1 (Exh. A § 4), 2018; Ord. 99-04 (Exh. B), 1999; Ord. 89-29 § 1, 1989; Code 1975 § 1113.1).

Chapter 15.08 Building Code

15.08.010 Adoption.

Except as otherwise amended by this chapter and Chapter 15.04 of this City Code, the following model codes are hereby adopted and are incorporated in this chapter by reference and made a part hereof as if fully set forth herein:

- A. ~~2016~~ 2019 California Building Code and Appendices;
- B. ~~2016~~ 2019 California Historic Building Code;

- C. ~~2016~~ 2019 California Existing Building Code;
- D. ~~2016~~ 2019 California Residential Code;
- E. ~~2016~~ 2019 California Plumbing Code;
- F. ~~2016~~ 2019 California Electric Code;
- G. ~~2016~~ 2019 California Mechanical Code;
- H. ~~2016~~ 2019 California Green Building Standards Code;
- I. ~~2016~~ 2019 California Fire Code;
- J. ~~2016~~ 2015 International Property Maintenance Code
- K. ~~2016~~ 2019 California Energy Code

The Very High Fire Hazard Severity Zone Map, as transmitted to the City on November 18, 2008, by the Department of Forestry and Fire Protection, is also adopted as required by law. (Ord. 2017-04 § 1 (Exh. A), 2017; Ord. 2013-07 § 1 (Exh. A), 2013; Ord. 2010-05 § 1 (Exh. A), 2010; Ord. 2009-04, 2009; Ord. 2008-02 § 1, 2008; Ord. 2003-03 § 2, 2003; Ord. 99-04 (Exh. B), 1999; Ord. 96-1, 1996; Ord. 89-29 § 1, 1989; Code 1975 § 1121.0).

~~15.08.230 Surface Waters – Duties of Reasonable Care~~

~~Every person must take reasonable care in using her/his property to avoid injury or damage to adjacent properties through the flow of surface water runoff or runoff from impervious surfaces including roof drainage systems. Impervious surface water drainage shall drain into an approved drainage system designed in accordance with Building Safety Division, Standard Operating Guidance 17-07; or drain to the public way via a noncorrosive device as approved by the Director of Public Works. Cross-lot drainage should be avoided whenever possible, as determined by the Building Official. Cross-lot drainage shall only be approved when no other viable option is available and the drainage system is located in an easement for all affected properties, duly recorded with the Monterey Co. Recorder's Office for that purpose. (Ord. 96-1, 1996). Repealed (duplicative)~~

15.08.260 Exemption for Pending Applications.

The provisions of the ~~2016~~ 2019 Editions of the California Building Code, and Appendices, the ~~2016~~ 2019 California Historic Building Code, the ~~2016~~ 2019 California Mechanical Code, the ~~2016~~ 2019 California Plumbing Code, the ~~2016~~ 2019 California Electrical Code, the ~~2016~~ 2019 California Fire Code, the ~~2016~~ 2015 International Property Maintenance Code, the ~~2016~~ 2019 Existing Building Code, and the ~~2016~~ 2019 California Energy Code, as adopted and amended herein, shall not apply to any building or structure for which application for a building permit was made prior to January 1, ~~2017~~

2020. Such buildings or structures shall be erected, constructed, enlarged, altered, or repaired in accordance with the provisions of this chapter in effect at the date of said application.

15.08.270 Amendments to the 2016 California Residential Code.

Section R403.1.3 of the ~~2016~~ California Residential Code is hereby amended to read as follows:

~~R403.1.3 Footing and stem wall reinforcement in Seismic Design Categories D0, D1 and D2. Concrete footings located in Seismic Design Categories D0, D1, and D2, as established in Table R301.2(1), shall have minimum reinforcement of at least two continuous longitudinal reinforcing bars not smaller than No. 4 bars. Bottom reinforcement shall be located a minimum of 3 inches (76 mm) clear from the bottom of the footing. Repealed~~

15.10 Residential Code

15.08.270 15.10.010 Adoption.

The 2019 California Residential Code, copies of which are on file with the City Clerk as required by law, is adopted by reference and incorporated into this title as the residential code for the City except as amended in this chapter and in Chapter 15.04 CMC. (Ord. 2018-03 § 1 (Exh. A § 4), 2018; Ord. 2017-04 § 1 (Exh. A), 2017; Ord. 2013-07 § 1 (Exh. A), 2013; Ord. 2010-05 § 1 (Exh. A), 2010; Ord. 2009-04, 2009; Ord. 2008-02 § 1, 2008; Ord. 2003-03 § 2, 2003; Ord. 99-04 (Exh. B), 1999; Ord. 96-1, 1996; Ord. 89-29 § 1, 1989; Code 1975 § 1121.0).

15.10.020 Very High Fire Hazard Severity Zone Adopted

The Very High Fire Hazard Severity Zone Map, as transmitted to the City on November 18, 2008, by the Department of Forestry and Fire Protection, is also adopted as required by law.

15.10.030 Amendments to the 2019 California Residential Code.

Section R403.1.3 of the ~~2016~~ 2019 California Residential Code is hereby amended to read as follows:

1. Table R301.2(1) is amended to read as follows:

Ground Snow Load	Wind Design				Seismic Design Category ^d	Subject to Damage From			Winter Design Temp. ^e	Ice Barrier Underlayment Required ^h	Flood Hazards ^g	Air Freezing Index ⁱ	Mean Annual Temp. ^j
	Speed ^d (mph)	Topographic Effects ^a	Special Wind Region ^f	Windborne Debris Zone ^b		Weathering ^a	Frost Line Depth ^b	Termite ^c					
0	110	N/A	No	No	D	Negligible	12	Yes	40	No	2009	NA	56.5

2. Section R403.1.3 is amended to read as follows:

Section R403.1.3 Footing and stem wall reinforcement in Seismic Design Categories D0, D1 and D2. Concrete footings located in Seismic Design Categories D0, D1, and D2, as established in Table R301.2(1), shall have minimum reinforcement of at least two continuous longitudinal reinforcing bars not smaller than No. 4 bars. Bottom reinforcement shall be located a minimum of 3 inches (76 mm) clear from the bottom of the footing.

Chapter 15.18 Site Drainage

15.18.010 Adoption

A. All site and roof runoff created by new or increased impervious area shall be directed onto the private property of its origin and infiltrated through ~~seepage pits, French drains, and/or leach fields~~ an on-site stormwater management system designed in accordance with City of Carmel Standard Operating Guidance 17-07 (Council Policy XXX), where possible and may not cross lot lines to adjoining properties unless an easement for that purpose is duly recorded with the Monterey County Recorder's Office. Any runoff waters from the site that may be directed onto the public right-of-way/or City storm drain system shall be done with prior approval of the Public Works Director.

Chapter 15.20 Mechanical Code

15.20.010 Adoption

The ~~2016~~ 2019 California Mechanical Code, copies of which are on file with the City Clerk as required by law, is adopted by reference and incorporated into this title as the mechanical code for the City, except as amended in this chapter and Chapter 15.04 CMC. (Amended during 4/17 update; Ord. 2014-02 § 1, 2014; Ord. 2013-07 § 1 (Exh. A), 2013; Ord. 2010-05 § 1 (Exh. A), 2010; Ord. 2008-02 § 1, 2008; Ord. 2003-03 § 2, 2003; Ord. 99-04 (Exh. B), 1999; Ord. 96-1 § 1, 1996; Ord. 92-24, 1992; Ord. 89-29 § 1, 1989; Code 1975 § 1131.0).

Chapter 15.24 Plumbing Code

15.24.010 Adoption

The ~~2016~~ 2019 California Plumbing Code, copies of which are on file with the City Clerk as required by law, is adopted by reference and incorporated into this title as the plumbing code for the City, except as amended in this chapter and in Chapter 15.04 CMC. (Ord. 2017-04 § 1 (Exh. A), 2017; Ord. 2013-07 § 1 (Exh. A), 2013; Ord. 2010-05 § 1 (Exh. A), 2010; Ord. 2008-02 § 1, 2008; Ord. 2003-03 § 2, 2003; Ord. 99-04 (Exh. B), 1999; Ord. 92-24, 1992; Ord. 89-29 § 1, 1989; Code 1975 § 1141.0).

15.24.080 Amendments to the ~~2016~~ 2019 California Plumbing Code.

~~Section 608.2 is hereby amended to read as follows:~~

~~608.2 Excessive Water Pressure. Where static water pressure in the water supply exceeds 50-80 psi, an approved type pressure regulator preceded by an adequate strainer shall be installed and the static pressure reduced to 50-80 psi or less. Pressure regulator(s) equal to or exceeding 1 ½ inches shall not require a strainer. Such regulators shall control the pressure to water outlets in the building unless otherwise approved by the Authority Having Jurisdiction. Each such regulator and strainer shall be accessibly located aboveground or in a vault equipped with a properly sized and sloped bore sighted drain to daylight, shall be protected from freezing, and shall have the strainer readily accessible for cleaning without removing the regulator or strainer body or~~

~~disconnecting the supply piping. Pipe size determinations shall be based on 80 percent of the reduced pressure where using Table 610.4. An approved expansion tank shall be installed in the cold water distribution piping downstream of each such regulator to prevent excessive pressure from developing due to thermal expansion and to maintain the pressure setting of the regulator. Expansion tanks used in potable water systems intended to supply drinking water shall be in accordance with NSF 61. The expansion tank shall be properly sized and installed in accordance with the manufacturer's installation instructions and listing. Systems designed by registered design professionals shall be permitted to use approved pressure relief valves in lieu of expansion tanks provided such relief valves have a maximum pressure relief setting of 100 psi or less.~~
Repealed

Chapter 15.28 Water Conservation

15.28.020 Standards for Water Conservation and Plumbing Fixtures

A. The following standards are established to achieve water conservation:

1. Fixture flow rates shall comply with the requirements of the most recent edition of the California Green Building Standards Code.
2. All ornamental fountains, permanent swimming or wading pools and similar structures shall employ recirculation systems.
- ~~3. All water pipes and connections to water delivery mains shall be equipped with valves to reduce water pressure to 50 pounds of pressure or less per square inch.~~
- ~~4.~~3. All hot water pipes shall be insulated.

Chapter 15.36 California Electrical Code

15.36.010 Adoption

The ~~2016~~ 2019 California Electrical Code, based on the National Electric Code, as promulgated by the National Fire Protection Association, copies of which are on file with the City Clerk as required by law, is adopted by reference and incorporated into this title as the electrical code for the City, except as amended in this chapter and in Chapter 15.04 CMC. (Amended during 4/17 update; Ord. 2014-02 § 1, 2014; Ord. 2013-07 § 1 (Exh. A), 2013; Ord. 2010-05 § 1 (Exh. A), 2010; Ord. 2008-02 § 1, 2008; Ord. 2003-03 § 2, 2003; Ord. 99-04 (Exh. B), 1999; Ord. 96-1 § 1, 1996; Ord. 91-1 § 1, 1991; Code 1975 § 1161.0).

Chapter 15.54 Green Building Standards Code

~~15.54.050 Chapter Phasing~~

~~A. Phase 1. Prior to August 1, 2010, this chapter shall not be mandatory. Unless exempt, all applicants shall submit the appropriate checklist properly filled out, but are not required to achieve a specific point total in order to obtain building permit approval.~~

~~B. Phase 2. Beginning on August 1, 2010, all building permit applications that are not exempt, or that are not associated with planning permit applications that have been approved or determined to be "complete" by the Planning Department prior to August 1, 2010, shall comply with the requirements of this chapter. (Ord. 2009-09, 2009; Ord. 2009-08, 2009).~~

Repealed

Chapter 15.55 California Fire Code

- 15.55.010 ~~2016~~ 2019 California Fire Code – Adopted
- 15.55.020 Fire Code – Effective Date – Copy on File
- 15.55.030 Definitions
- 15.55.040 Establishment of Limits in Which Storage of Flammable or Combustible Liquids in Outside Aboveground Tanks Is Prohibited.
- 15.55.050 Establishment of Limits in Which Storage of Liquefied Petroleum Gases is Prohibited.
- 15.55.060 Establishment of Limits in Which Storage of Explosives and Blasting Agents is Prohibited.
- 15.55.070 Establishment of Limits in Which Storage of Stationary Tanks or Flammable Cryogenic Fluids is Prohibited.
- 15.55.080 Establishment of Limits in Which Storage of Hazardous Materials is Prohibited.
- 15.55.090 Fireworks Prohibited.
- 15.55.100 Amendments to the California Fire Code
- 15.55.110 Repeal of Conflicting Ordinances
- 15.55.120 Validity

*Prior legislation: Code 1975§§720.0 – 725.0, 726.0, 726.1, 730.0 – 730.0 (o), Ords. 325 C.S., 77-2, 79-21, 82-11, 83-25, 85-21, 86-17, 87-11, 89-24, and 95-15.

15.55.010 ~~2016~~ 2019 California Fire Code – Adopted

For the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain code known as the ~~2016~~ 2019 California Fire Code (~~2015 International Fire Code~~), published by the International Code Council, save and except those portions as are deleted, modified, or amended, of which code not less than ~~three~~ one copy ~~ies~~ is is now on file in the office of the City Clerk, is adopted and incorporated in the municipal code as if set out at length in this code, and the provisions thereof shall be controlling within the limits of this City. (Ord. 2018-03 § 1 (Exh. A § 4), 2018).

15.55.020 Fire Code – Effective Date – Copy on File

The effective date for the ~~2016~~ 2019 California Fire Code adopted by

CMC [15.55.010](#) within the City shall be January 1, 2017 2020. The City Clerk shall maintain on file in the official records the edition of the California Fire Code currently in effect at all times. (Ord. 2018-03 § 1 (Exh. A § 4), 2018).

15.55.100 Amendments to the California Fire Code

The 2016 2019 California Fire Code is amended and changed as follows as described in subsections (1) through (36) of this section.

4. ~~Section 102.3 is amended to read as follows:~~

~~102.3 Change of use or occupancy. No change shall be made in the use or occupancy of any structure that would place the structure in a different division of the same groups or occupancy or in a different group of occupancies, unless such structure is made to comply with the provisions of this code. Repealed~~

5. Section (A) 105.1.2 is amended to read as follows:

(A) 105.1.2 Types of permits. There are two types of permits as follows:

1. Operational permit. Any and all conditions of an operational permit will be established through a separate Resolution approved by the City Council.

2. Construction permit. A construction permit allows the applicant to install or modify systems and equipment for which a permit is required by Section (A) ~~105.1.1~~ 7.

7. Section 105.7.5 7 is amended to read as follows:

~~105.7.5~~ 7 Fire alarm and detection systems and related equipment. A construction permit is required for installation of or modification to fire alarm and detection systems and related systems, including systems installed in Group R-3 occupancies (one- and two-family homes. Maintenance performed in accordance with this code is not considered a modification and may not require a permit as determined by the fire code official.

8. Section ~~109.3~~ 110.4 is amended to read as follows:

~~109.3~~ 110.4 Violation penalties. Persons who shall violate any provision of this code or shall fail to comply with any of the requirements thereof or shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of an infraction, punishable by a fine not more than five hundred dollars (\$500.00). Each day that a violation continues after due notice has been served shall be deemed a separate offense.

9. Section ~~111.4~~ 112.4 is amended to read as follows:

~~111.4~~ 112.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of an infraction as specified in Section 109.3 of this code.

9.5 Section 202 is amended to include the following definitions.

“Escape Room” means a room in which patrons or participants are confined or enclosed in a room or space in which the means of egress and exit doors are intentionally obscured requiring the occupants to find a means of escape (the means of egress) by discovering hidden clues and solving a series of riddles, puzzles or problems.

“Special Amusement Building. A special amusement building is any temporary or permanent building or portion thereof that is occupied for amusement, entertainment or educational purposes and that contains a device or system that conveys passengers or provides a walkway along, around or over a course in any direction so arranged that the means of egress path is not readily due to visual or audio distractions or is intentionally confounded or is not readily available because of the nature of the attraction or mode of conveyance through the building or structure.

The term “Special Amusement Building” shall include spaces or areas used as “Escape Rooms”.

10.4 Section 304 is added to read as follows:

Section 304 – Combustible Materials

Storage and Accumulation of Rubbish and Vegetation

304 Rubbish within Dumpsters. In all rooms or aboveground outside areas, adjacent to a building or underneath roof overhangs or when located nearer than 10 feet to an adjacent property line, containers used for storage of combustible waste materials in other than Group R, Division 3 occupancies shall be protected by automatic sprinkler protection. Such sprinklers may be connected to the domestic water supply, provided sufficient coverage of the area is provided and an approved accessible shutoff valve is provided for each room or area.

Exception: Trash areas adjacent to solid brick or concrete walls with no openings or eaves and a minimum of ten feet (10') separation distance between the dumpster and adjacent property line are not required to be protected by automatic sprinkler system(s).

16. Section 505.1 is amended to read as follows:

Section 505.1 Address identification. Buildings and parcels shall be identified by a description of Parcel location relative to the nearest cross-street intersection as determined by the Community Planning and Building Department. For multi-tenant buildings, unit identifiers shall be provided as follows:

1. Multi-family dwelling units (apartments, condominiums) - shall be designated using alphabetic characters (i.e. A, B, C...). When the building contains multiple floors, the floor number shall precede the alphabetic unit designator (i.e. 1-A, 2-B, etc.)

2. Non-residential, multi-tenant buildings - individual tenant spaces shall be assigned numeric identification (i.e. 1,2,3, etc.) When the building contains multiple floors, the floor number shall precede the numeric unit designator and shall be separated by the number "0" (i.e. first floor units: 10x; second floor units: 20x).

3. Mixed Use buildings – Residential units shall be designated as described in 1 above. Nonresidential units shall be designated as described in 2.

16.5 Section 506.1 is amended to read as follows:

506.1 Where required. Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box or other approved emergency access device to be installed in an approved location. The key box or other approved emergency access device shall be of an approved type and shall contain keys or other information to gain necessary access as required by the fire code official.

21. Section 901.4.5 is ~~added~~ amended to read as follows:

~~901.4.5 Nonoperational equipment.~~ Appearance of Equipment. Any device that has the physical appearance of life safety or fire protection equipment but that does not perform that life safety or fire protection function shall be prohibited. Any fire protection equipment that is no longer in service shall be removed.

22. ~~Section 901.1.1~~ 6.01 is added to read as follows:

~~901.1.1~~ 6.01 Responsibility. The owner of the protected premises shall be responsible for all fire protection systems within the protected premises, whether existing or installed under this code.

~~22~~ 23. Section 901.6.3 02 is added to read as follows:

~~901.6.3~~ 02 Qualifications of Inspection, Testing and Maintenance Personnel. All personnel performing any inspection, testing or maintenance of any fire protection system shall be qualified. Where such inspection, testing and maintenance is performed by an outside service company, the company shall be appropriately licensed in accordance with the California Business & Professions Code or by the California State Fire Marshal.

~~23~~ 24. Section 903.2 is amended to read as follows:

903.2 Where required. Approved automatic sprinkler systems shall be provided in all new buildings and structures constructed, moved into or relocated within the jurisdiction. This section supersedes the square footage limitations of all subsections within Section 903.2.

Exceptions:

(1) Structures not classified as Group R occupancies and not more than 500

square feet in total floor area.

- (2) Detached agricultural buildings, as defined by this code, located at least one hundred feet (100') from any other structure or the property line, whichever is closer.
- (3) Accessory structures associated with existing non-sprinklered R-3 occupancies (one or two family dwellings) and less than 1500 square feet in total fire area.
- (4) Where an insufficient water supply exists to provide for an automatic fire sprinkler system and where the fire code official permits alternate protection.

~~24~~ 25. Section 903.2.8 is amended to read as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided in all buildings with a Group R fire area, including, but not limited to, one- and two-family dwellings, townhomes, and manufactured homes and mobile homes located outside of licensed mobile home parks hereafter constructed, moved into or relocated within the jurisdiction, including all additions to buildings already equipped with automatic fire sprinkler systems.

~~25~~ 26. Section 903.3.1.1.2~~3~~ is added to read as follows:

903.3.1.1.2 3 Elevators. Automatic fire sprinklers shall not be installed at the top of passenger elevator hoistways or in the associated passenger elevator mechanical rooms.

903.3.1.1.2 3.1 Where automatic fire sprinklers are not installed at the top of passenger elevator hoistways, heat detectors for the shunt trip mechanism shall not be installed, nor shall smoke detectors for elevator recall be installed.

903.3.1.1.2 3.2 Where automatic fire sprinklers are not installed in associated elevator machine rooms, heat detectors for the shunt trip mechanism shall not be installed. A smoke detector shall be installed for elevator recall.

~~26~~ 27. Section 903.3.1.3 is amended to read as follows:

903.3.1.3 NFPA 13 D sprinkler systems. Where allowed, automatic sprinkler systems installed in one- and two-family dwellings shall be installed throughout in accordance with NFPA 13 D.

903.3.1.3.1 All fire sprinkler systems installed in one-and two-family dwellings shall be tested for leakage by undergoing a hydrostatic test made at 200 psi for a two-hour duration.

903.3.1.3.2 Each water system supplying both domestic and fire protection systems shall have a single indicating-type control valve, arranged to shut off both the domestic and sprinkler systems off of a single water meter. A separate shut-

off valve for the domestic system only shall be permitted to be installed. The location of the control valve shall be approved by the fire code official.

903.3.1.3.3 Automatic sprinklers shall be installed in all bathrooms, regardless of square footage.

903.3.1.3.4 Automatic sprinklers shall be installed in all attached garages and structures.

903.3.1.3.5 Automatic sprinklers shall be installed in all accessible storage areas.

903.3.1.2.5.1 Automatic sprinklers shall be installed in all under-stair spaces including all closets.

903.3.1.3.6 Local water flow alarms shall be provided on all sprinkler systems. Local water flow alarms shall be powered from the main kitchen refrigerator circuit. The local water flow alarm shall be clearly audible from within the master bedroom at an audibility level of not less than 75dBa. Where no kitchen exists in the building, the water flow alarm shall be powered from the bathroom lighting circuit.

~~27~~ 28. Section 903.4.1 is amended to read as follows:

903.4.1 Monitoring. Alarm, supervisory and trouble signals shall be distinctly different and shall be automatically transmitted to an approved UL-listed central station as defined in NFPA 72-20-10, or, when approved by the fire code official, shall sound an audible signal at a constantly attended location. The fire alarm system installed to transmit such signals shall be considered a building fire alarm system and shall be documented as a UL certificated central station service system.

(Exceptions remain unchanged)

~~28~~ 29. Section 903.4.2 is amended to read as follows:

903.4.2 Alarms. One exterior approved audible device shall be connected to every automatic sprinkler system in an approved location. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Where a building fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system. Interior alarm notification appliances shall be installed as required by Section 903.4.2.1.

~~29~~ 30. Section 903.4.2.1 is added to read as follows:

903.4.2.1 Where an automatic fire sprinkler system is installed in a building with more than one tenant or with over 100 sprinkler heads, audible and visible notification appliances shall be installed throughout the building as follows:

- a. Audible notification appliances shall be installed so as to be audible at 15 dBA above average sound pressure level throughout the building.
- b. Visible notification appliances shall be installed in all public and common use areas, restrooms and corridors in accordance with the spacing requirements of NFPA 72.
- c. Visible notification appliances can be eliminated in normally unoccupied portions of buildings where permitted by the fire code official

EXCEPTION: The requirements of this section do not apply to Group R-3 Occupancies.

30 31. Section 903.4.3 is amended to read as follows:

903.4.3 Floor control valves. Approved indicating control valves and water flow switches shall be provided at the point of connection to the riser on each floor in all buildings over one story in height, and shall be individually annunciated as approved by the fire code official.

30 31.4 Section 903.6 is amended to read as follows:

903.6 Repairs, Alterations, and Additions. In all buildings, except where otherwise provided herein in this Section, where the total floor area exceeds five thousand square feet (5000 sf), or which are forty feet (40') or more in height, or which are three or more stories in height, they shall be made to comply with the provisions of this Section.

In all buildings where the total floor area exceeds five thousand square feet (5000 sf) or which are forty feet (40') or more in height, or which are three or more stories in height, if the repairs or alterations are made exceeding twenty-five percent of the current market value of the building and property as shown in the records of the County Assessor within any three hundred sixty five (365) day period shall be made to comply with the provisions of this section.

Definitions.

Repair. It is the reconstruction or renewal of any part of an existing building or structure for the purpose of its maintenance.

Alteration. It is any change, addition, or modification in construction or occupancy.

Exception: Projects where the sole purpose is for seismic upgrade.

Existing commercial and Group R, Division 3 residential buildings to which additions, alterations, or repairs are made that involve the removal or replacement of 50 percent or greater of the linear length of walls of the building (exterior plus interior) within a five-year period shall meet the requirements of new construction of this code.

30 ~~31~~.6 Section 904.1~~1~~2.6 is added to read as follows:

904.1~~1~~2.6 Non-Conforming Restaurant Cooking Appliances and Fire Extinguishing Systems. All non-conforming restaurant cooking appliances, hood and duct systems, and fire extinguishing systems found to exist as of the effective date of this Ordinance shall be made to conform to the requirements of this Section within 90 days of notification. It shall thereafter be unlawful for any person to maintain or suffer to be maintained any non-conforming restaurant cooking appliance, hood and duct system or fire extinguishing system on any property owned or controlled by said person within the City of Carmel.

31 ~~32~~. Section 907.1.6 is added to read as follows:

907.1.6 Multiple Fire Alarm Systems. Multiple fire alarm systems within a single protected premise are not permitted, unless specifically authorized by the fire code official.

~~32. Section 907.2 is amended to read as follows:~~

~~907.2 Exception 1. The manual fire alarm box is not required for fire alarm control units dedicated to elevator recall control. Repealed~~

33. Section 907.7.4 ~~6.6.4~~ is added to read as follows:

907.7.4 ~~6.6.4~~ Zone transmittal. Where required by the fire code official, fire alarm signals shall be transmitted by zone to the supervising station and retransmitted by zone to the public fire service communications center.

34. Section 907.7.5 ~~6.6.5~~ is amended to read as follows:

907.7.5 ~~6.6.5~~ Monitoring. Fire alarm systems required by this chapter, by the California Building Code, or installed voluntarily shall be monitored by a UL-listed central station and shall be documented as UL-certificated central station service systems in accordance with NFPA 72-2010 and this section.

35. Section 907.8.2 ~~7.2~~ is amended to read as follows:

907.8.2 ~~7.2~~ ~~Completion documents~~ Record of completion. A record of completion in accordance with NFPA 72 verifying that the system has been installed and tested in accordance with the approved plans and specifications shall be provided. The following documentation shall be ~~provided at the time of acceptance testing for all fire alarm system installations~~ included in the record of completion:

1. A record of completion in accordance with NFPA 72.

2. A contractor's statement verifying that the system has been installed in accordance with the approved plans and specifications, and has been 100% tested in accordance with NFPA 72.

3. A contractor's affidavit of personnel qualifications, indicating that all personnel involved with the installation of the fire alarm system meet the qualification requirements of the fire code official.

35.4 Section 907.13.8.5 is amended to read as follows:

907.13 8.5 Inspection, testing and maintenance. The building owner shall be responsible to maintain the fire and life safety systems in an operable condition at all times. Access shall be provided to each fire alarm system component for periodic inspection, maintenance and testing. Service personnel shall meet the qualification requirements of NFPA 72 for inspection, testing and maintenance of such systems. Records of inspection, testing and maintenance shall be maintained.

Chapter 15.57 Property Nuisances

[15.57.010](#) Maintenance of Property – Nuisances Designated.

[15.57.015](#) 2015 International Property Maintenance Code – Adopted

[15.57.018](#) Amendments to the 2015 International Property Maintenance Code

[15.57.020](#) Abatement by Repair, Rehabilitation, Demolition or Removal.

[15.57.030](#) Declaration of Nuisance.

[15.57.040](#) Notice – Form.

[15.57.050](#) Notice – Service Authority – Response Time.

[15.57.060](#) Notice – Proper Service, Mailing, Posting.

[15.57.070](#) Hearing by City Administrator or Duly Authorized Representative.

[15.57.080](#) Decision of City Administrator.

[15.57.090](#) Limitation of Filing Judicial Action.

[15.57.100](#) Service of Order to Abate.

[15.57.110](#) Record of Cost for Abatement.

[15.57.120](#) Report – Hearing and Proceedings.

[15.57.130](#) Assessment of Costs Against Property – Lien.

[15.57.140](#) Alternative Remedies.

[15.57.150](#) Violations.

15.57.015 2015 International Property Maintenance Code – Adopted

The 2015 International Property Maintenance Code, copies of which are on file with the City Clerk as required by law, is adopted by reference and incorporated into this title as the property maintenance code for the City, except as amended in this Chapter and Chapter 15.04 CMC.

15.57.018 Amendments to the 2015 International Property Maintenance Code.

The 2015 International Property Maintenance Code is amended as follows:

1. Section 302.4 is amended to read as follows:
302.4 Weeds.

Premises and exterior property shall be maintained free from weeds or plant growth in excess of six (6) inches. Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided: however, this term shall not include cultivated flowers and gardens.

Upon failure of the owner or agent having charge of a property to cut and destroy weeds after serve of a notice of violation, they shall be subject to prosecution in accordance with Section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.

2. Section 304.3 is amended to read as follows:

304.3 Premises identification. Buildings and parcels shall be identified by a description of Parcel location relative to the nearest cross-street intersection as determined by the Community Planning and Building Department.

3. Section 304.14 Insect screens:

~~During the period from [DATE] to [DATE], every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screen of minimum 16 mesh per inch (16 mesh per 25mm), and every screen door used for insect control shall have a self-closing device in good working condition. **Exception:** screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.~~
Repealed

15.57.130 Assessment of Costs Against Property – Lien.

C. Such notice of lien for recordation shall be in a form substantially as follows:

NOTICE OF LIEN

(Claim of City of Carmel-by-the-Sea)

Pursuant to the authority vested by the provisions of Section 15.57.010 et seq. of the Municipal Code of the City of Carmel-by-the-Sea, the City Administrator of the City of Carmel-by-the-Sea, or her/his duly authorized representative did, on or about the ____ day of _____, 19 20 __, cause the premises herein described to be rehabilitated, or the building or structures on the property hereinafter described to be repaired or demolished in order to abate a public nuisance on said real property; and the City Council of the City of Carmel-by-the-Sea did, on the ____ day of _____, 19-20 __, assess the cost of such

rehabilitation, repair or demolition upon said real property hereinafter described, and the same has not been paid nor any part thereof; and that said City of Carmel-by-the-Sea does hereby claim a lien to such rehabilitation, repair or demolition and administrative costs in the amount of said assessment, to wit: The sum of \$_____; and the same shall be a lien upon said real property until the same has been paid in full and discharged of record.

The real property hereinbefore mentioned, and upon which a lien is claimed, is that certain parcel of land lying and being in the City of Carmel-by-the-Sea, County of Monterey, State of California, and more particularly described as follows:

Dated: _____, 19 20

City Administrator of the City of Carmel-by-the-Sea

(Ord. 85-4 § 1, 1985; Code 1975 § 699.95.12).

All previous amendments not identified and revised above shall remain in effect.

SECTION 2. All ordinances and parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. The proposed project is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15061(b)(3) of the State CEQA Guidelines because the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

SECTION 4. Severability. If any section, subsection, phrase, or clause of this Ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

The City Council hereby declares that it would have passed this Ordinance and each section, subsection, phrase or clause thereof irrespective of the fact that any one or more sections, subsections, phrases, or clauses be declared unconstitutional.

SECTION 5. Effective Date. This Ordinance shall take effect on the later of (i) 30 days after its final passage by the City Council of the City of Carmel-by-the-Sea or (ii) certification of the Ordinance passed by the City Council by the California Coastal Commission in accordance with the California Coastal Act.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
this 3rd day of March, 2020, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Britt Avrit, MMC
City Clerk

