



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

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

CLOSED SESSION

CALL TO ORDER AND ROLL CALL

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

OPEN SESSION

PLEDGE OF ALLEGIANCE

PUBLIC APPEARANCES

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

ORDERS OF BUSINESS

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

1. 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.

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.

Britt Avrit, MMC
City Clerk

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the City Council, Board or Commission regarding any item on this agenda, after the posting of the agenda and received by 12:00PM the day of the Council meeting, will be available for public review in the City Clerk's Office located at City Hall, Monte Verde Street between Ocean Avenue and 7th Avenue, during normal business hours. In addition, such writings or documents will be available for public review at the respective meeting. Documents or and writings received at the meeting or after 12:00PM the day of the meeting will be made available for public review the following business day.

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 831-620-2007 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).

CHALLENGING DECISIONS OF CITY ENTITIES The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of Carmel-by-the-Sea is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing. If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Carmel-by-the-Sea, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.



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

February 3, 2020
ORDERS OF BUSINESS

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Chip Rerig, City Administrator

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: 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.

RECOMMENDATION:

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.

BACKGROUND/SUMMARY:

The City Council and the City Administrator's Executive Team met with consultant Richard Garcia of RJA Management Services on November 19, 2019 to develop a Vision Statement, a Mission Statement, Guiding Values and Council Priorities. Collectively, these will provide the framework for the Council going forward and will help guide City staff over the next several years.

Prior to the Workshop on November 19, 2019, the consultant met with each of the Council Members individually and the resultant conversations provided the framework for the discussion at the meeting. The attached report, which is the result of the individual meetings and the all-day collaboration, reflects the Council's work and the challenging decisions involved in the discussions that day.

The Council Members discussed their vision for the City and collectively a Vision Statement was created. The Mission Statement is a result of lengthy discussion among the Council and provides a reference when making decisions that impact the community. The Guiding Values, as originally developed by Council in 2018, were modified to best reflect the current Council's values. Finally, the City Council discussed their individual goals and objectives for the City. These goals and objectives are organized under five major categories and subsequently prioritized by Council to produce a cohesive plan for the future.

The recommendation to adopt a Resolution formalizes the City Council's Vision, Mission and Priorities and further provides staff and the Community with the direction this Council will be moving in the coming years.

FISCAL IMPACT:

None for this action.

PRIOR CITY COUNCIL ACTION:

The previous City Council met in June 2018 to develop a draft Strategic Plan, Visions and Guiding Values and received a presentation of the results at the September 10, 2018 City Council meeting.

ATTACHMENTS:

Attachment # 1 - Resolution 2020-014 Strategic Planning results

Attachment #2 - Strategic Plan Final Report

**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 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

WHEREAS, the City Council desires to establish a framework to guide the City Council and City staff in the future; and

WHEREAS, the City Council met with a consultant to develop a Vision Statement, a Mission Statement, Guiding Values and establish Council Priorities; and

WHEREAS, the attached Vision Statement, Mission Statement, Guiding Values and Council Priorities are the result of discussions among the City Council and staff and provide a base for City staff and the Council to refer to when making decisions that impact the community.

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

Adopt the Vision Statement, Mission Statement, Guiding Values and Council Priorities as follows:

Vision Statement

Carmel-by-the-Sea will always be a community that values its historic culture, artistic character, and natural environment.

Mission Statement

The City will provide exceptional services that respect residential character, promote local commerce and protect natural resources, while ensuring public health, safety and welfare.

Guiding Values

- ❖ Public Stewardship
- ❖ Accountability and Responsibility
- ❖ Open Communication
- ❖ Collaboration and Teamwork
- ❖ Excellence
- ❖ Respect and Caring
- ❖ Customer Service

Council Priorities

1. Financial Sustainability
2. Natural Environment/Village Character
3. Community Engagement
4. Infrastructure
5. Business Environment

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-
THE-SEA this 3rd day of February 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 STRATEGIC PLANNING WORKSHOP November 19, 2019

CITY OF CARMEL-by-the-SEA

CITY COUNCIL STRATEGIC PLANNING

2019 WORKSHOP SCHEDULE

8:30 a.m.	Reception
9:00 a.m.	Call to Order and Mayor's Welcome
9:05 a.m.	Introductions/Workshop Overview
9:15 a.m.	Public Comment
9:30 a.m.	Information Gathering Feedback
10:00 a.m.	BREAK
10:15 a.m.	Strategic Planning Model and Definitions
10:30 a.m.	Vision/Mission Discussion
11:50 a.m.	Public Comment
Noon	LUNCH
12:30 p.m.	Goals and Objectives Discussion
2:00 p.m.	BREAK
2:15 p.m.	City Council Priority Setting
3:15 p.m.	Public Comment
3:30 p.m.	Mayor/City Council Closing Comments
	ADJOURN

CITY OF CARMEL-by-the-SEA
CITY COUNCIL
VISION STATEMENT

“Carmel-by-the-Sea will always be a community that values its historic culture, artistic character, and natural environment.”

CITY OF CARMEL-by-the-SEA
CITY COUNCIL
MISSION STATEMENT

“The City will provide exceptional services that respect residential character, promote local commerce and protect natural resources, while ensuring public health, safety and welfare.”

CITY OF CARMEL-by-the-SEA

GUIDING VALUES

- ❖ Public Stewardship
- ❖ Accountability and Responsibility
- ❖ Open Communication
- ❖ Collaboration and Teamwork
- ❖ Excellence
- ❖ Respect and Caring
- ❖ Customer Service

CITY COUNCIL

NUMBER 1 PRIORITY GOAL

FINANCIAL SUSTAINABILITY

OBJECTIVES:

- Attend educational forums, speak to voter groups, and walk precincts to ensure passage of Carmel Tax Measure. By March 3, 2020 (City Council and Executive Staff)
- Develop a multi-pronged financial strategy to address Pension Liability. By February 2020 (City Council and Executive Staff)
- Develop a budget that is balanced and retains essential services. By June 30, 2020 (City Council and Executive Team)
- Meet at least twice with the Carmel Chamber of Commerce and business community to evaluate the health and changing business environment of the commercial districts. By December 31, 2020 (Mayor, Council Member, City Administrator)

CITY COUNCIL

NUMBER 2 PRIORITY GOAL

NATURAL ENVIRONMENT/VILLAGE CHARACTER

OBJECTIVES:

- Develop a plan to assess the City's natural assets to potentially influence future Capital Improvement Plans. By June 30, 2020 (PW)
- Develop a plan to monitor and maintain the urbanized forest including removal and replacement of diseased trees, and implementation of required replacement trees. By June 30, 2020 (City Forester)
- Develop a plan to ensure that the City's natural areas, as well as private property, are properly maintained to reduce fire risk.
By September 30, 2020 (Chief Tomasi)

CITY COUNCIL

NUMBER 3 PRIORITY GOAL

COMMUNITY ENGAGEMENT

OBJECTIVES:

- Conduct a 'State of the Village' presentation for the Community. By January 31, 2020 (Mayor and City Administrator)
- Develop and conduct a community engagement survey to help, in part, inform the Community about the 2020/2021 budget. The survey will include an inquiry on ways to improve community engagement. By May 1, 2020 (Maxine Gullo)
- Create a plan to increasingly bring the Community together and ensure City Council attendance at local events. By June 30, 2020 (AW and CAC)

CITY COUNCIL

NUMBER 4 PRIORITY GOAL

INFRASTRUCTURE

OBJECTIVES:

- Finalize curatorship of Flanders Mansion. By January 31, 2020 (City Council, City Attorney, City Administrator)
- Develop a facilities maintenance plan. By June 30, 2020 (Public Works)
- Review and update a five-year Capital Improvement Plan, that includes a public workshop, for presentation to the City Council. By March 31, 2020 (City Clerk and Public Works)

CITY COUNCIL

NUMBER 5 PRIORITY GOAL

BUSINESS ENVIRONMENT

OBJECTIVES:

- Work with the Carmel Chamber of Commerce to develop a Carmel Property Owners' Association. By June 30, 2020 (City Administrator)
- Develop a process and plan for encouraged/preferred commercial uses by reviewing the Commercial Zoning Code and working with the business community. By June 30, 2020 (Community Development)
- Develop a report on the feasibility of creating an economic development function. By June 30, 2020 (City Administrator)

CITY COUNCIL FEEDBACK

November 19, 2019



What makes Carmel-by-the-Sea Special?

- ▶ World renowned city.
- ▶ Combination of geography and history of surrounding area.
- ▶ Village in the forest by the sea.
- ▶ Friendly city.
- ▶ No paved residential sidewalks, street lights, electric stop signs, TV antennas, three story residential buildings, unique and special architecture, European charm.

City Council?

- ▶ Very good and respectful City Council with the same goal of doing what's best for the City.
- ▶ Little egos.
- ▶ Bring different life experiences, backgrounds and viewpoints.
- ▶ Has the potential to work well together.

Moving in the Right Direction?

- ▶ Moving in the right direction but slowly.
- ▶ Carmel-by-the-Sea likes calm.
- ▶ Could move faster and show progress.
- ▶ Organization lacks a plan to make progress and move forward.



Strategic Plan?

- ▶ Chief responsibility of the City Council.
- ▶ Vital for giving direction, establishing goals and SMART objectives, setting priorities, moving forward and holding organization accountable.
- ▶ The City Council needs to build on, embellish and modify the already developed strategic plan.

Future?

- ▶ The City will be primarily a residential community with more absentee homeowners.
- ▶ The City will be a vibrant business community influenced by the locals and have the same charm it has today.
- ▶ There will be a better understanding of and respect for the City's ecosystems, especially in light of greater tourism, commercialism and climate change.

Recommended Goals?

- ▶ Good and transparent government.
- ▶ Strong City Council relations.
- ▶ Being sustainable.
- ▶ Avoid lot consolidations to build Compounds.
- ▶ Clear, respectful, concise and honest discussion of priorities.
- ▶ Protecting and preserving a residential community.
- ▶ More community events and fundraisers.

Council Communication?

- ▶ Communication needs to be improved.
- ▶ Improved communication builds trust, respect and relationships.
- ▶ Council Members need to explain why positions on issues are taken.
- ▶ Key to communicating is listening to what others have to say.

Improve Communication?

- ▶ Be more communicative.
- ▶ Be open-minded; value different opinions; be open to suggestions; and agree to disagree.
- ▶ Be prepared.
- ▶ Listen before forming opinions or taking positions.
- ▶ Be empathetic and humble.
- ▶ Be transparent about decisions.

Potential Roadblocks?

- ▶ City Council's own unwillingness to communicate and work together.
- ▶ CalPERS, CIP project priorities, the economy, retail, and climate change.
- ▶ Lack planning for the future or reviewing plans.
- ▶ City Council turnover.

Staff Skills and Resources?

- ▶ Good staff.
- ▶ Monitor staff morale.
- ▶ Team building and staff development.
- ▶ Justify need for additional resources.
- ▶ City Council is prepared to allocate needed resources.
- ▶ Hold staff accountable for use of resources.

Workshop Outcomes?

- ▶ Better understanding of Carmel-by-the Sea's history.
- ▶ Focus on the future rather than on the past.
- ▶ Better understanding of processes and procedures.
- ▶ Improve City Council communication, cohesiveness, teamwork, and personal relations.
- ▶ Agree on goals, priorities, and performance benchmarks.
- ▶ Receive public input.