



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

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

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

CITY COUNCIL SPECIAL MEETING Monday, December 2, 2024 4:30 PM

HYBRID MEETING ATTENDANCE OPTIONS

This meeting will be held in person and via teleconference ("hybrid"). The public is welcome to attend the meeting in person or remotely via Zoom, however, the meeting will proceed as normal even if there are technical difficulties accessing Zoom. The City will do its best to resolve any technical issues as quickly as possible. To view or listen to the meeting from home, you may also watch the live stream on the City's YouTube page at: <https://www.youtube.com/@CityofCarmelbytheSea/streams>. To participate in the meeting via Zoom, copy and paste the link below into your browser.

**<https://ci-carmel-ca-us.zoom.us/j/87545876814> Webinar ID: 875 4587 6814 Passcode:
813607 Dial in: (253) 215-8782**

HOW TO OFFER PUBLIC COMMENT

The public may give public comment at this meeting in person, or using the Zoom teleconference module, provided that there is access to Zoom during the meeting. Zoom comments will be taken after the in-person comments. The public can also email comments to cityclerk@ci.carmel.ca.us. Comments must be received at least 2 hours before the meeting in order to be provided to the legislative body. Comments received after that time and up to the beginning of the meeting will be made part of the record.

CALL TO ORDER AND ROLL CALL

ANNOUNCEMENTS

PUBLIC APPEARANCES

Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Chair. Persons are not required to provide their names, however, it is helpful for speakers to state their names so they may be identified in the minutes of the meeting. Under the Brown Act, public comment for matters on the agenda must relate to that agenda item and public comments for matters not on the agenda must relate to the subject matter jurisdiction of this legislative body. If a member of the public attending the meeting remotely violates the Brown Act by failing to comply with these requirements of the Brown Act, then that speaker will be muted.

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. November 4, 2024, Special Meeting Minutes and November 5, 2024 Regular Meeting Minutes
2. October 2024 Monthly Reports
3. October 2024 Check Register Summary
4. Resolution 2024-092, Establishing the meeting dates of the City Council for calendar year 2025
5. Resolution 2024-093 authorizing a refund of Building Permit Title 15 Plan Check fees in the amount of \$3,486.75 to Jan Nash for Building Permits BP 240165 (Nash) and BP 240202 (Nash – Garage)

ADJOURNMENT

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

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

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

SPECIAL NOTICES TO PUBLIC

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



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

December 2, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: November 4, 2024, Special Meeting Minutes and November 5, 2024 Regular Meeting Minutes

RECOMMENDATION:

Approve Draft Minutes.

BACKGROUND/SUMMARY:

The City Council routinely approves minutes of its meetings.

FISCAL IMPACT:

None.

PRIOR CITY COUNCIL ACTION:

None

ATTACHMENTS:

Attachment 1) November 4, 2024, Special Meeting Minutes

Attachment 2) November 5, 2024, Regular Meeting Minutes

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

SPECIAL MEETING MINUTES

Monday, November 4, 2024

TOUR OF INSPECTION - 3:30 PM

Councilmembers Baron, Dramov, Ferlito, and Mayor Pro Tem Richards conducted an on-site tour of inspection at the properties listed below:

- A. Mission Trail Nature Preserve, Rio Road Entrance, across the street from 3100 Rio Road, Carmel
- B. Monte Verde Street 4 SW of 8th Avenue (PERM EN 240143, Pac Rep Theatre)

CALL TO ORDER AND ROLL CALL

Mayor Pro Tem Richards called the meeting to order at 4:30 p.m.

Roll call: Councilmembers Jeff Baron, Alissandra Dramov, Karen Ferlito, and Mayor Pro Tem Bobby Richards. Mayor Potter arrived at the dais at 4:33 p.m.

ANNOUNCEMENTS

City Administrator Rerig thanked Public Works staff for their work with the State Parks to secure a grant which helped fund the improvements to the Mission Trail Nature Preserve. Councilmember Ferlito and Mayor Pro Tem Richards agreed that the improvements look wonderful and staff will continue to monitor the drainage during the rainy season.

PUBLIC APPEARANCES

None

CONSENT AGENDA

Councilmember Ferlito pulled consent agenda item #2 for a question.

Public comment: none

Motion by Mayor Pro Tem Richards to approve consent agenda items #1 & 3-7, seconded by Councilmember Ferlito, and approved 5-0-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter

NOES: None

ABSENT: None

ABSTAIN: None

Item 1 - April 8, 2024, Special Meeting Minutes, September 30, 2024, Special Meeting Minutes, October 1, 2024, Regular Meeting Minutes, October 25, 2024, Special Meeting Minutes, and October 29, 2024, Special Meeting Minutes

Item 3 - September 2024 Check Register Summary

Item 4 - Resolution 2024-086 granting an appeal, APP 24117 (Rodriguez), of the Historic Resources Board's decision to add an individual property known as the "Henry J. Ohloff House" and issuing a Determination of Ineligibility for the property located at Camino Real 4 northwest of 11th Avenue to the Carmel Inventory of Historic Resources. APN: 011-275-006-000.

Item 5 - Resolution 2024-087 approving a Permanent Encroachment Permit application, PERM EN 240129 (Voris), for the legalization of existing encroachments in the public right-of-way, fronting a single-family residence located on Torres Street 4 northeast of 6th Avenue. APN: 010-092-010-000.

Item 6 - Resolution 2024-088, approving a Permanent Encroachment Permit Application (PERM EN 240143, Pac Rep Theatre) to Install a Stormwater Overflow Bubbler Box in the Public Right-of-Way Between the Property Line and Street Edge on the East Side of Casanova Street, 4 Northeast of 9th Avenue.

Item 7 - Resolution 2024-089, authorizing a Free Use Day of the Sunset Center Theater and Lobby for the Carmel Public Library Foundation 13th Annual Fundraiser Benefit

ITEMS PULLED FROM CONSENT:

Item 2 - September 2024 Monthly Reports

Councilmember Ferlito asked Chief Tomasi for clarification on the ambulance and fire response times that were longer due to "early morning calls". Chief Tomasi said that sometime the early morning calls have a slightly longer response time due to the timing that they when first responders are waking up.

Motion by Councilmember Ferlito to approve consent agenda items #2, seconded by Mayor Pro Tem Richards, and approved 5-0-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter

NOES: None

ABSENT: None

ABSTAIN: None

CLOSED SESSION

City Attorney Pierik read the closed session titles:

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54956.8: Property: Rio Park, East of Dolores Street and Lasuen Drive, Carmel-by-the-Sea (APN: 009-521-002-000) Agency negotiators: City Administrator, City Attorney
Negotiating parties: Carmel Area Wastewater District (CAWD) Under negotiation: Price and terms of payment

B. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54957.6 Agency designated representatives: Brandon Swanson, Marisa Bermudez and Georgia Cochrane Employee organization: LiUNA General Unit (Library Staff)

Public appearances on closed session:
None

ADJOURNMENT

Council adjourned to closed session at 4:37 p.m.

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk

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

REGULAR MEETING MINUTES

Tuesday, November 5, 2024

CALL TO ORDER AND ROLL CALL

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

Roll call: Councilmembers Jeff Baron, Alissandra Dramov, Karen Ferlito, Mayor Pro Tem Bobby Richards, and Mayor Dave Potter.

PLEDGE OF ALLEGIANCE

Mayor Potter led the pledge of allegiance.

EXTRAORDINARY BUSINESS

- A. Carmel High School (CHS) Report Out - CHS Student Vishva gave an update on upcoming events and sports happening at the high school.

PUBLIC APPEARANCES

Nancy Twomey

Andi Carr

Cindy Lloyd

Sylvia

No name

Brian Rosen

ANNOUNCEMENTS

- A. City Administrator Announcements - City Administrator gave thanks to all staff for everything that they do.
- B. City Attorney Announcements - City Attorney Pierik reported that there was no reportable action from the closed session yesterday on Rio Park. He noted that the City is in negotiations with the Carmel Area Wastewater District (CAWD) regarding potential lease options for Rio Park, and an open session will be held to gather public input before any decisions are made.
- C. Councilmember Announcements -

Councilmember Dramov thanked city staff for organizing the Halloween parade and wished Carmel a happy 108th birthday.

Councilmember Ferlito announced that the Tor House received national recognition from AARP and Experts' Choice Award as one of the top-rated attractions on the central coast.

Mayor Pro Tem Richards congratulated city staff and contractors for their excellent work on the MTNP project over the past six months. He also recognized CHS student Mack Aldi for setting a new central coast cross-country record and likely qualifying for the state finals. Additionally, he congratulated Mayor Potter for winning the annual Pumpkin Roll contest against Monterey Mayor Tyller Williamson.

Mayor Potter shared that he attended the League of California Cities (LOCC) conference and was reappointed to the LOCC Board of Directors for the Monterey Bay Division, representing Monterey, San Benito, and Santa Cruz counties.

D. Ad Hoc Committees - Report Out

Mayor Pro Tem Richards reported that the Flock Camera Ad Hoc held 2 public meetings recently and there will be an update for Council and request for direction at the next regular meeting.

ORDERS OF BUSINESS

Item 1 - Resolution 2024-090 approving a supplemental budget appropriation to the Fiscal Year 2024-2025 Budget to award a \$1,000 Discretionary Grant to the Carmel High School (CHS) Mock Trial Team

City Clerk Romero provided a brief summary of the request from CHS for a \$1,000 discretionary grant to help cover travel expenses for the mock trial team's participation in the national competition.

Public Comment:
Mike Brown

Motion by Mayor Pro Tem Richards to approve Resolution 2024-090 approving a \$1,000 grant to the Carmel High School Mock Trial Team, seconded by Councilmember Ferlito, and approved 5-0-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter

NOES: None

ABSENT: None

ABSTAIN: None

Item 2 - Receive a presentation by the Carmel Area Wastewater District (CAWD) to introduce the Santa Rita and Guadalupe Sewer Main Rehabilitation Project and authorize issuance of an Encroachment Permit with Special Conditions of Approval

Public Works Director Bob Harary introduced the project, emphasizing its importance and the department's commitment to minimizing construction impacts. He then introduced CAWD Engineer Patrick Trainer, who presented the project to the Council. Trainer explained that CAWD is finalizing plans for a gravity sanitary sewer rehabilitation project and has applied for a permanent City Encroachment Permit, with construction set to begin in early 2025.

Public comment:
None

Motion by Mayor Pro Tem Richards to authorize the issuance of an encroachment permit with special conditions of approval to CAWD for the Santa Rita and Guadalupe Sewer Main Rehabilitation Project, seconded by Councilmember Ferlito, and approved 5-0-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter

NOES: None

ABSENT: None

ABSTAIN: None

PUBLIC HEARINGS

Item 3 - Consider a recommendation from the Rule 20A Ad Hoc Committee to adopt Resolution 2024-091 establishing the Del Mar Underground Utility District and authorizing the Del Mar Utility Undergrounding Project utilizing Rule 20A Work Credit allocation

Project Manager Javier Hernandez provided an overview of the city's efforts to secure Rule 20A work credits for undergrounding utilities. He stated that the first step is adopting a Resolution to establish an undergrounding district by December 2024. He also summarized the public outreach conducted before the meeting and requested Council's direction.

Public Comment:
Doug Halleen

Councilmember Dramov highlighted the need for improved outreach to second homeowners who might be impacted by the project. She expressed concern about the potential financial burden on these homeowners if the district is approved and requested that language be added to the Resolution stating that notification letters will be sent via certified mail to ensure they are delivered to homeowners and they understand the consequences of non-compliance. City Administrator Rerig affirmed a commitment to improving outreach efforts to the community.

Motion by Councilmember Baron to adopt Resolution 2024-091 establishing the Del Mar Underground Utility District and utilizing the Rule 20A credit allocation, seconded by Councilmember Dramov, and approved 5-0-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter

NOES: None

ABSENT: None

ABSTAIN: None

Item 4 - First Reading and Introduction of Ordinance No. 2024-002, amending Chapter 10.36.010 of the Carmel-by-the-Sea Municipal Code by adding subsection (1), under Section (C); Identifying Commercial Loading Zones to comply with CVC 22500 and Assembly Bill 413-The "Daylighting Bill"

Police Chief Tomasi gave a review of the Ordinance, summarizing the report given to Council at the October meeting of the plan to comply with AB 413 and the need to update the municipal code to amend the section on commercial loading zones to implement the plan.

Public comment:

None

Councilmember Ferlito inquired about the enforcement of the 20-minute loading zones. Chief Tomasi responded that the parking enforcement officer and police officers can issue citations and monitor the zone. Councilmember Dramov asked if the program's effectiveness would be reviewed and if adjustments could be made in the future. Chief Tomasi confirmed it would be monitored but noted that any changes might require a new Ordinance.

City Attorney Pierik read the Ordinance title.

Motion by Mayor Potter, to waive the reading in full and introduce Ordinance No. 2024-002, amending Chapter 10.36.010 of the Carmel-by-the-Sea Municipal Code adding subsection (1), under Section (C); Identifying Commercial Loading Zones to comply with CVC 22500 and Assembly Bill 413-The "Daylighting Bill", seconded by Councilmember Dramov, and approved 5-0-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Dramov, Ferlito, Richards, and Mayor Potter

NOES: None

ABSENT: None

ABSTAIN: None

FUTURE AGENDA ITEMS

None

CLOSED SESSION

City Attorney Brian Pierik read the closed session agenda item title.

A. CONFERENCE WITH LABOR NEGOTIATORS – Government Code Section 54957.6 Agency designated representatives: Mayor Pro Tem Richards and City Attorney Unrepresented employee: City Administrator

Public comment:

None

ADJOURNMENT

Council adjourned to closed session at 5:41 p.m.

APPROVED:

ATTEST:

Dave Potter, Mayor

Nova Romero, MMC, City Clerk



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

December 2, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: October 2024 Monthly Reports

RECOMMENDATION:

Review and receive monthly reports.

BACKGROUND/SUMMARY:

This is a monthly series of reports:

- City Administrator Contract Log
- Community Planning and Building Department Reports
- Police, Fire, and Ambulance Reports
- Public Records Act Requests
- Public Works Department Reports

FISCAL IMPACT:

N/A

PRIOR CITY COUNCIL ACTION:

N/A

ATTACHMENTS:

- Attachment 1) City Administrator Contract Log
- Attachment 2) Community Planning and Building Department Reports
- Attachment 3) Police, Fire, and Ambulance Reports
- Attachment 4) Public Records Act Requests
- Attachment 5) Public Works Report for October 2024

City Administrator Contract Log
FY 2024-25
OCTOBER 2024

Date entered Into	Contractor	Contract Amount	Purpose
10/30/2024	CHAPLIN & HILL INVESTIGATIVE SERVICES	\$20,000.00	Police incident investigation



CITY OF CARMEL-BY-THE-SEA Monthly Report

Community Planning and Building Department

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Shelby Gorman, Administrative Coordinator
SUBMITTED ON:	October 1, 2024
APPROVED BY:	Brandon Swanson, Assistant City Administrator & Acting Director of Community Planning and Building

OCTOBER 2024 – DEPARTMENT ACTIVITY REPORT

I. PLANNING PERMIT APPLICATIONS:

In October 2024, **40** planning permit applications were received.

II. BUSINESS LICENSE APPLICATIONS:

In October 2024, **6** business license applications were received.

III. BUILDING PERMIT APPLICATIONS:

In October 2024, **49** building permit applications were received.

IV. CODE COMPLIANCE CASES:

In October 2024, **2** new code compliance cases were created.

V. TRANSIENT RENTAL COMPLIANCE CASES:

In October 2024, **0** new transient rental compliance cases were created.

VI. ENCROACHMENT PERMIT APPLICATIONS:

In October 2024, **12** encroachment permit applications were received.

VII. TREE PERMIT APPLICATIONS:

In October 2024, **45** tree permit applications were received.

Table 1 includes the following October 2024 totals:

- Planning Permit Applications
- Business License Applications
- Building Permit Applications
- Code Compliance Cases
- Transient Rental Cases
- Encroachment Permit Applications
- Tree Permit Applications

October 2024 totals are provided alongside October 2023 totals for comparison. Compared to the same time period in the year 2023, Table 1 denotes percentage changes in the year 2024.

Table 1
Permit Application Totals and YTD Percentage Changes

	PLANNING	BUSINESS LICENSES	BUILDING	CODE COMPLIANCE	TRANSIENT RENTAL COMPLIANCE	ENCROACH- MENTS	TREE REMOVAL & PRUNING
2023 YTD Totals	340	66	466	200	30	240	341
2024 YTD Totals	333	51	427	159	18	214	338
YTD % Difference	- 2.06%	- 22.73%	- 8.37%	- 20.50%	-40.00%	- 10.83%	- 0.88%



Planning Permit Report

10/01/2024 - 10/31/2024

Permit #	Permit Type	Permit Identifier	Track	Project Description	Address/Location	Date Received	Date Approved	Status
24332	Sign	SI 24332 (Bea's Studio)		The installation of a new hanging sign outside of the business.	W/S San Carlos bet. Ocean & 7th	11/4/2024		In Review
24331	Design Study	DS 24331 (Susko)	One	Roof Material change from Synthetic, CeDUR Shilo to Decra Metal Shingle XD.	Dolores Street, 2 SE of 9th	10/30/2024		In Review
24330	Historic Evaluation	HE 24330 (Smith)		New Roof on existing structure	NE Corner of Torres and 1st Ave	10/28/2024		In Review
24329	Administrative Determination	AD 24329 (OWRF Carmel LLC)		Replace handrail, demo brick, water proof landing and install salvaged brick.	Mission St, Carmel-By-The-Sea			Closed
24328	Authorized Work	AW 24328 (Patel)		Exterior wall paint job, new color is Otter Tail by Behr	NWC Mission and 4th	10/28/2024	10/28/2024	Closed
24327	Historic Evaluation	HE 24327 (Roman)		Replace 6 windows, 2 sliding glass doors. Same for same	Junipero & 8th 6 SW of 8th	10/24/2024		In Review
24326	Design Study	DS 24326 (Smith)	One	remove shake roofing, install new standing seam metal roof	MP of Carmel City Lot 8 block 6	10/30/2024		In Review
24325	Design Study	DS 24325 (A&C Properties Inc - Cattaneo)	One	Convert Carport to Garage, Relocate front door location and Convert existing storage room into bedroom for existing ADU.	2nd Avenue - 2NW of Lincoln Avenue	10/23/2024		In Review
24324	Historic Evaluation	HE 24324 (Normandy Inn)		Historic evaluation for roof replacement for Normandy Inn.	SE Corner of Casanova & Ocean	10/23/2024		Closed

24323	Design Study	DS 24323 (Cappel)	One	Install a 24kW liquid-cooled Kohler generator along with a Kohler Automatic Transfer Switch (ATS) on the south-facing side of the property, located in the side/back yard. The installation includes the construction of an 86" X 44" concrete pad to serve as foundation for generator and ATS. Sound attenuation measures will be implemented to minimize operational noise and ensure compliance with relevant noise ordinances.	Attachment 2 2 SE of 7th, Carmel-by-the- Sea 93923	10/24/2024		In Review
24322	Design Study	DS 24322 (Delimon)	One	Replace existing 330sf wood deck with new 288sf wood deck at the rear of the property. Replace existing balcony with new balcony at the front of house. Connect patio 1 with patio 2 including new open-aire. Install wood stair including additional retaining walls and guardrails. Minor exterior revisions including removal of double doors from kitchen to deck and replace with awning style window, remove double casement windows in kitchen and infill with lapstrake horizontal wood siding to match existing. Remove double doors from primary bath to patio 2 and replace with fixed window. New landscape plan, no trees proposed to be removed.	San Carlos 5 NW of 3rd	10/22/2024		In Review

24321	Design Study	DS 24321 (Jensen)		Replace existing, failing, wood roof with nonflammable metal standing seam roof. Proposed color is Sheffield metals medium bronze. Replace existing copper gutters and downspouts with new medium bronze non-copper to comply with environmental rules for City of Carmel.	Attachment 2 Santa Lucia 2 NE of Scenic	10/21/2024		In Review
24320	Design Study	DS 24320 (Pine Inn Parking Lot)	One	Installation of 15 new lights of 3 different varieties along the edge of the parking lot area.	NE Corner of Monte Verde & 6th	10/22/2024		In Review
24319	Landscape Plan Check/Inspection	LD 24319 (Barr) PENDING ADDITIONAL INFORMATION		Add 1 gal Vinca Major and Arctostaphalos to city area	SW Corner of 11th and Camino Real			In Review
24318	Historic Evaluation	HE 24318 (Petrula)		Historic evaluation for a window in the master bedroom that is leaking and repair of cracked stucco.	Santa Rita 3 SW of 2nd	10/16/2024		In Review
24317	Design Study	DS 24317 (Brocato)	One	INTERIOR REMODEL OF AN EXISTING SINGLE FAMILY DWELLING TO ALLOW FOR A NEW RESIDENTIAL ELEVATOR ACCESS THE EXISTING THREE LEVELS. ADDITION OF APPROXIMATELY 72 SF TO EXPAND THE UPPER LEVEL OFFICE ROOM IN THE NORTHEAST CORNER OF THE EXISTING HOME. NO CHANGES IN EXISTING HARDSCAPE/LANDSCAPE PROPOSED.	26173 Dolores Street, Carmel, CA 93923	10/15/2024		In Review

24316	Design Study	DS 24316 (Coffin)	One	This approval of Design Study DS 24316 (Coffin) authorizes a project to replace 14 wood windows and 1 sliding glass door with aluminum clad Pella windows and door of the same size with no change in the openings located at NE Corner, Carmelo Street and Ninth Avenue in the R-1 District and, APN: 010264004000 as depicted in the plans stamped approved by Community Planning and Building Department on 10/29/2024 unless modified by the conditions of approval contained herein.	Attachment 2 NE Corner, Carmelo Street and Ninth Avenue	10/15/2024	10/29/2024	Approved
24315	Design Study	DS 24315 (Mears)	One	Replacement and renovation of the deck in the rear area of the property, with an approximate surface area OF 156 SQUARE. Exterior painting of the entire house, installation of cedar shakes and shingles on the roof.	SE Corner Santa Fe & 3rd, Carmel-by-the-Sea	10/18/2024		In Review
24314	Design Review	DR 24314 (Treehouse Cafe) INCOMPLETE	One	Outdoor Lights and Speaker	San Carlos 2 SW of 7th	10/15/2024		In Review
24313	Historic Evaluation	HE 24313 (Dyas)		replacement of windows on main house	SW Corner 5th Avenue & Santa Fe street	10/16/2024	11/14/2024	Approved
24312	Design Study	DS 24312 (Ding)	Streamlined	Repair/ replacing 2 existing skylights. I talked to Jake, this is a streamlined application. This is for roofing permit BP 240431 (Dunn). Thank you.	Torres ST 3 SW of 10th	10/16/2024		In Review

24311	Temporary Use Permit	TUP 24311 (Ipsen)		Temporary Use Permit for the second annual "Feed the Soul" event. The event is authorized to take place on Friday, December 6th from the hours of 5pm to 10pm, with the property hard closed at 10:30pm. The event is to be capped at 250 guests and will be monitored by volunteers from the Food Bank. Two parking stalls in front of The Pocket will be reserved for the Food Bank's trucks. All food and alcohol consumption will be kept to The Pocket private premises. A DJ will be present to provide low level music with no live music on the property. Music will be contained to the indoor portions of the event.	Attachment 2 Lincoln 5 NE of 6th	10/14/2024	10/14/2024	Approved
24310	Design Study	DS 24310 (Gilbert)	Streamlined	Garbage Containment Structure/Trash Enclosure for three bins drawing enclosed.	2836 Santa Lucia Avenue, Carmel, CA 93923	10/18/2024		In Review
24309	Design Review	DR 24309 (Schultz)	One	Revisions to previously approved planning permit, DS 20-289 for the following changes: Revisions to mechanical room layout, bathroom layout revision, addition of obscured glass fire rated windows, addition of "dark sky" low profile skylights in lieu of dormers, delete planned removal of stucco roof penetration, reduce new wall in-set from 4" to 1 1/2", change bedroom windows at the deck to match doors per schedule, and delete new metal railings and instead repair existing and reduce width of deck to remove leaking planter.	Lincoln 4 NE of 6th	10/14/2024		In Review

24308	Design Study	DS 24308 (Jackowski-Spidell)	One	Lower Floor: Conversion of existing storage room into a full bathroom (49 s.f.) New Laundry Room (76 s.f.), New Entry Stairs (66 s.f.) Upper Floor: Proposed terrace (114 s.f.)	San Carlos Street 2-NW of Santa Lucia	10/15/2024		In Review
24307	Use Permit	UP 24307 (Carmel Creperie)		Coffee shop and Creperie	San Carlos Street Between Ocean & 7th, Carmel, CA 93921			Corrections Required
24306	Design Study	DS 24306 (Dougherty)	One	Install native planting to enhance local ecosystem and aesthetics while providing safety with repair of existing paving.	Mountain View Ave & Vizcaino Ave	10/11/2024		In Review
24305	Use Permit	UP 24305 (Carmel Square)		ASSOCIATED UP 24307. Use Permit Amendment of UP 12-14(Mundaka)/ Barmel Supper Club(BL22- 51) to move 4 seats from existing Side Room space as referenced in UP 12-14/DR12-30 to establish water credits required to establish Group 2 water classification in Carmel Square's Unit 1.	San Carlos Street	10/7/2024		In Review
24304	Design Study	DS 24304 (Barsamian)	One	Removal of sandset brick pathways totaling 398sf, repair sand set stone patio totaling 223sf, remove shed, and repair two sandset stone pathways totaling 104sf.	Camino Real 2 NW of 10th	10/9/2024		In Review

24303	Design Study	DS 24303 (Hofer-McCafferty)		This approval of Design Study (DS 24303) authorizes the construction of an automated awning over an existing deck and fascia privacy screening along the deck on the site of a single-family residence located at Torres Street, 1 NE of Tenth Avenue. The project shall be constructed as depicted in the plans prepared by Anthony Zavitsanos dated approved by Community Planning & Building Department on November 18, 2024 unless modified by the conditions of approval contained herein.	Torres Street, 1 NE of Tenth Avenue	10/10/2024	11/18/2024	Approved
24302	Historic Evaluation	HE 24302 (Taylor-Green)		Associated DS 24246. Historic determination.	San Antonio 4SW 10th	10/9/2024		In Review
24301	Design Study	DS 24301 (Merl)	One	Replace existing pressurized wood retaining wall and fence at back of property with CMU block retaining wall, finished with	Forest 2 SE of 8th	10/9/2024		In Review
24300	Design Study	DS 24300 (Casanova All the Way LLC)		Addition of 57 square feet to NE corner of house to expand primary bathroom & closet. Reconfiguration of existing guest bathroom & laundry into two separate rooms. No changes will be made to street-facing elevations or building height	NE Corner of Casanova & 13th Street	10/7/2024		In Review
24299	Design Study	DS 24299 (Bozzo)	Two	232 S.F. ADDITION AND 700 S.F. REMODEL. 232 S.F. ADDITION TO SINGLE STORY 1568 S.F. SINGLE FAMILY RESIDENCE. REMODEL OF APPROXIMATELY 700 S.F. AND EXTERIOR CHANGES THAT INCLUDE NEW ALUMINUM CLAD FRAME WINDOWS AND DOORS AND NEW PAINT.	JUNIPERO AVENUE 4SE 8TH STREET			In Review

24298	Design Study	DS 24298 (Gonzalez)	Two	Track 2 design study application for a remodel and addition to an existing single story 1,578 SF residence. Addition to include 134 SF at first floor for expanded entry, kitchen, and bath, and a proposed second story Accessory Dwelling Unit of 457 SF. Site includes previously approved Variance for non-conforming parking.	Attachment 2 Santa Fe and 5th Avenue, Southeast Corner	10/4/2024		In Review
24297	Design Study	DS 24297 (Reilly)	One	Window Replacement (same size and location)	San Antonio 2 SE of 7th	10/10/2024		In Review
24296	Historic Evaluation	HE 24296 (PALCO Land & RE Group, LLC)		HISTORIC EVALUATION, INITIAL. Proposed project: Remodel of existing SFR: Remodel of existing single-family residence, demolition of existing garage and pivot to new footprint, reconfiguration of off-street parking, minor structural reinforcement of portions of foundation, replacement of exterior materials, lower ridgeline/pitch, updates to existing landscape and hardscape, reconstruction of existing trash and recycling enclosure and addition of new ADU	San Antonio, 5 North of 4th (5 NE of 4th San Antonio)	9/26/2024		In Review
24295	Historic Evaluation	HE 24295 (Overett)	One	Historic evaluation of an existing residence. Future project to replace garage door.	San Antonio 2 NW of 4th	10/2/2024		In Review

24294	Landscape Plan Check/Inspection	LD 24294 (Esperanza Carmel)		Approval of this Design Study/Landscape Plan authorizes the installation of new landscaping on a mixed-use property at San Carlos 2 NW 8th. All landscaping shall be installed in accordance with the approved landscape plan dated approved on October 24, 2024 on file in the Community Planning & Building Department unless modified by the conditions of approval herein.	San Carlos 2 NW 8th	10/4/2024	10/24/2024	Approved
24293	Lot Line Adjustment	LLA 24293 (Kshire Property Investments, LLC) PENDING Additional Information		Lot Line Adjustment	NW Corner of Lincoln Street & 8th Avenue			In Review



Business License Report

10/01/2024 - 10/31/2024

Entity #	Application Type	Business Name	Business Description	Location	Date Received	Date Approved	Status
24051	New Business	Devine & Co. Private Jeweler	Professional Service	6th Ave & Dolores St., Carmel-By-The-Sea	10/24/2024	11/7/2024	Zoning Clearance Issued
24050	New Business	Kasavan Construction Inc.	Contractor	Lincoln 3 NE of 8th	10/29/2024	11/6/2024	Zoning Clearance Issued
24049	New Business	Carmel Creperie	Coffee Shop and Creperie, Smoothies, Ice Cream	San Carlos St. Between Ocean Ave. & Seventh, Carmel, CA 93921	10/4/2024		
24048	New Business	Bea's Studio	Art Studio, Small Batch Soap Making, and Retail	San Carlos 3 NW 7th #5	10/23/2024	11/7/2024	Zoning Clearance Issued
24047	Ownership Change	Carbon California	Retail/Sale of Mens and Womens Clothing and Accessories	South Ocean Ave 3 East of San Carlos			
24046	New Business	VIN Kitchen	Restaurant	Dolores 2NW 6th Ave., Carmel by the Sea, CA 93921	9/23/2024	10/21/2024	Zoning Clearance Issued

Total Records: 6

11/18/2024



Building Permit Report

10/01/2024 - 10/31/2024

Permit #	Date Submitted	Date Approved	Project Description	Valuation	Permit Type	Property Location
240473	11/5/2024		Installation of a new Kohler 30kW emergency standby generator, including a 200A Kohler RDT automatic transfer switch and 15 sq.ft. above ground concrete pad.	22,413	Electrical	26174 Dolores St
240472	11/5/2024	11/5/2024	Replace two corroded railings and repair one to match existing. Repair fence to match existing. Restore and repair carmel stone walkways, patio, and walls. No material changes and to restore to the original state as much as possible.	0	Exempt Work	SE Corner of San Antonio & 4th
240471			Interior remodel of (E) restaurant dining room and courtyard, remodel for stair removal and new fireplace and shed roof	180,700	Building	West side San Carlos between 5th and 6th Avenue
240470	10/25/2024	10/25/2024	Installation of new main electrical panel	1,500	Electrical	San Antonio 5 NE of 4th
240469	10/25/2024	10/25/2024	Repair broken area drains onb side of building and add base rock and two drains.	5,000	Plumbing	NW Corner of Missino & 7th
240468	10/25/2024		Installation of a roof mounted 4.51 kW PV system totaling 11 panels. Install 6 3.0kWh batteries totaling 18 kWh.	59,181	Electrical	NW Corner of San Carlos & 7th
240467	10/25/2024		Installation of a roof mounted 6.15 kW PV system totaling 15 panels. Install 10 3.0kWh batteries totaling 30 kWh.	59,181	Electrical	NW Corner of San Carlos & 7th
240466	10/24/2024	10/24/2024	Tear off existing composition roof at the front of the building and install new Malarkey composition roof in color Weathered Wood.	18,800	Roofing	Mission 4 SE of 4th

240465	10/24/2024		Replace two sections of existing side fence with new 6' high fence. Approximately 30' at west end running down to 2nd and 32' at east end running to corner at Monte Verde. Fence to be installed inside the property line.	0	Exempt Work	Monte Verde 3 SW of 2nd
240464	10/23/2024		Interior Remodel Kitchen and Dining Room (286 SF), 2 bathrooms (170 SF)	130,000	Building	9th 2 SW of Torres
240463	10/23/2024	10/23/2024	125 amp to 200 amp panel upgrade.	2,000	Electrical	San Carlos 2 NW of 9th
240462	10/23/2024		Install a 24kW emergency backup generator and automatic transfer switch.	28,300	Electrical	Carmelo 2 SE of 7th
240461	10/22/2024		Creation of three new fixed office spaces in community building. Installation of associated lighting and electrical. Relocation of air return.	0	Building	Junipero 2 NE of 4th
240460	10/22/2024	10/22/2024	Remove and Replace 60k BTU furnace.	6,291	Mechanical	San Carlos 3 NW of 4th
240459	10/21/2024	11/14/2024	Repair/rebuild staircase at rear of house as needed for rot repair.	15,000	Building	Camino Real 4 SE of 10th
240458	10/21/2024		Kitchen and bathroom(s) remodel, exterior deck and balcony replacement	250,000	Building	San Carlos 5 NW of 3rd
240457	10/17/2024		Addition of 333sf of living space and 230sf of attached garage to an existing single family residence.	180,000	Building	Ocean 4 NE of Guadalupe
240456	10/16/2024	10/16/2024	Meter main and subpanel upgrade with location change to comply with setback requirements.	5,000	Electrical	Scenic 2 SE of 11th
240455	10/16/2024		interior remodel of existing restaurant, dining room, and courtyard; remodel for stair removal and new fireplace and shed roof.	180,700	Building	San Carlos 3 SW of 5th
240454	10/15/2024		New rooftop solar 17 mods 7.14 kW, (3) New PW3, 34.5 kW, New 200A Gateway	84,915	Building	NE Corner of Torres & 11th
240453	10/15/2024	11/15/2024	Kitchen remodel and update to three bathrooms in the house. Include kitchen electrical update and new flooring throughout the house.	227,000	Building	SW Corner of Casanova & 4th

240452	10/15/2024		Remove existing shake roof. Install black standing seam metal	13,756	Roofing	Torres 1 NE of 1st
240451	10/15/2024	10/15/2024	Tear off old shingle roof and replace with new Presidential shingles in color "Autumn Blend". Install new gutters.	9,000	Roofing	Dolores 4 NE of 10th
240450	10/14/2024	10/15/2024	Partial reroof on low sloped area only. Replace wood shake roof with a #1 premium grade cedar roof	16,344	Roofing	Carmelo 3 SW 8th
240449	10/14/2024	10/15/2024	Remove tile roof, install DaVinci synthetic shakes along with a PVC membrane in the cricket waterway.	93,399	Roofing	Lopez 2 NW of 4th
240448	10/14/2024	10/16/2024	Replace approximately 40-50' of interior fencing on the south side of the parking lot. Existing fence is 8' tall, 6' of fence with 2' of lattice on top.	0	Exempt Work	Lincoln 3 SW of 7th
240447	10/14/2024	10/14/2024	Remove existing wood shake roof and install new Davinci Multi-Width shake in color "Tahoe".	87,642	Roofing	San Antonio 3 NW of 8th
240446	10/11/2024		Repair existing 2nd floor decks (2) at hotel building #1. Replace materials like for like.	25,000	Building	NW Corner of Dolores & 8th
240445	10/10/2024	10/10/2024	Replace outdated electrical meter service panel.	3,100	Electrical	SE Corner of Lincoln & 2nd
240444	10/10/2024		Replace old wood shake roof with new 50 year CertainTeed Presidential TL asphalt roof in color "Autumn Blend".	80,000	Roofing	San Carlos 5 SE of 4th
240443	10/10/2024	10/10/2024	Remove and replace kitchen cabinets, counter tops, backsplash, and appliances.	0	Exempt Work	San Antonio 4 NW of 10th
240442	10/8/2024	10/8/2024	ReRoof detached 509 s.f. Guesthouse/Garage to match house with new Malarkey Highlander composition shingles in color "Weathered Wood".	6,800	Roofing	Guadalupe 3 SW of 2nd
240441	10/8/2024		TI of unit #216 to create a 1,086sf spa facility.	350,000	Building	Carmel Plaza Suite 216

240440	10/7/2024	10/7/2024	Remove and replace water heater. Install Bradford White 75 gallon in pan.	2,700	Plumbing	Sand & Sea Lot #6
240439	10/7/2024		Minor interior remodel. New flooring, paint, cabinets, plumbing, and appliances. Modify/add electrical and lighting per plan.	175,000	Building	8th 2 NE of Santa Fe
240438	10/7/2024		2 bathrooms and kitchen remodel like-to-like	60,225	Building	Lincoln 3 NE 3rd Ave
240437			convert existing carport into garage	63,000	BP Revision	Monte Verde 3 NW of 11th
240436	10/3/2024	10/3/2024	Replacement of approximately 100' sf of wood shingles.	15,000	Building	SW Corner of Santa Fe & 8th
240435	10/2/2024		Construction of a new 390sf attached ADU.	135,000	Building	SW Corner Mission & 12th
240434	10/2/2024		Remodel and addition to an existing 898sf SFR with a detached 170sf garage. Demolition of the existing garage. Addition of 1,066sf to the main residence. Reconstruction of an attached 251sf wood deck. Various site changes to associate remodel.	615,000	Building	SW Corner Mission & 12th
240433	10/2/2024	11/6/2024	Energy storage addition to existing PV system (9 kWh).	11,434	Electrical	Dolores 3 NW 6th
240432	10/2/2024		Replacement and renovation of the deck in the rear area of the property, with an approximate surface area of 156sf. Exterior painting of the entire house and replacement of roof with new cedar shake shingles.	7,350	Building	SE Corner of Santa Fe & 3rd
240431	10/2/2024	10/7/2024	Tear off and replace with Carlise 60 Mil TPO. Finish TPO with a crushed rock/ballast covering layer.	36,795	Roofing	Torres 3 SW of 10th
240430	10/2/2024	10/2/2024	Remove existing wood shake roof and install new class "A" Landmark TL Shingles in color "Shenandoah".	31,000	Roofing	Torres 4 NE of 8th

240429	10/2/2024	10/15/2024	REPAIRS FOR (REDWOOD) WOOD DECK. REPAIR STAIR STRINGERS AND TREADS. REPAIR GUARDRAIL POSTS AND INCREASE HEIGHT OF WOOD GUARDRAIL TO MEET CURRENT CODES. NO CHANGES TO BUILDING, SIZE OF DECK OR HARDSCAPE	3,000	Building	Casanova 7 SW of 13th
240428	10/1/2024	10/2/2024	Install a new Flintlastic SA Car Sheet in color Gray over existing cap sheet of a flat roof.	14,000	Roofing	7th 3 NE of Forest
240427	10/1/2024	10/1/2024	Tear off existing wood shake roof. Install new 1/2" OSB plywood. Install new Gaf HDZ "Barkbrown" shingle.	36,000	Roofing	SW Corner of Torres & Ocean
240426	10/1/2024	10/1/2024	Limited exploratory demolition for future kitchen and bathroom remodel. Expose small sections of walls as required to review existing electrical and plumbing conditions. Remove existing built-in cabinets, and appliances to prepare for interior remodel.	0	Exempt Work	8th 2 NE of Santa Fe
240063	2/13/2024	4/16/2024	Remodel kitchen, two bathrooms, heating, plumbing, electrical, flooring, and painting.	40,000	Building	NW Corner of Casanova & 12th

Total Records: 49

11/18/2024



Code Compliance Report

10/01/2024 - 10/31/2024

Case #	Case Date	Status	Location	Problem Description	Date Received	Date Closed
24173	10/4/2024	Open	Santa Fe 7 SW of 8th	Interior demolition in excess of permit	10/3/2024	
24163	10/4/2024	Closed	Casanova 4 SE of 9th	Pallets of building materials in right-of-way	8/16/2024	8/23/2024

Total Records: 2

11/18/2024



Transient Rental Report

01/01/2024 - 10/31/2024

Case #	Street	Status	Date Received	Last Status Date	Date Closed
24172	Junipero	Closed	9/21/2024	10/4/2024	10/4/2024
24164	Casanova	Closed	8/31/2024	10/4/2024	10/4/2024
24161	Monte Verde	Closed	9/9/2024	9/20/2024	9/20/2024
24159	Junipero	Closed	9/4/2024	9/20/2024	9/20/2024
24114	Torres	Closed	8/14/2024	10/28/2024	10/28/2024
24113	Mission	Closed	8/12/2024	9/6/2024	9/6/2024
24096	Torres	Closed	6/20/2024	6/21/2024	7/19/2024
24076	Monte Verde	Closed	4/19/2024	5/22/2024	5/22/2024
24069	Torres	Closed	3/8/2024	5/3/2024	5/3/2024
24067	Carmelo	Closed	2/26/2024	3/22/2024	3/22/2024
24051	Rio	Closed	2/8/2024	3/5/2024	3/5/2024
24049	8th	Closed	2/2/2024	2/20/2024	2/20/2024
24047	Lopez	Closed	1/29/2024	5/6/2024	6/5/2024
24046	2nd	Closed	1/30/2024	2/6/2024	6/12/2024
24045	Lobos	Closed	1/29/2024	3/6/2024	4/6/2024
24029	7th	Closed	1/16/2024	2/26/2024	2/26/2024
24028	Forest	Closed	1/16/2024	2/9/2024	2/9/2024
24027	Scenic	Closed	1/15/2024	2/8/2024	2/8/2024

Total Records: 18

11/19/2024



Encroachment Permit Report

10/01/2024 - 10/31/2024

Permit #	Permit Type	Date Submitted	Project Description	Property Location	Date Issued	Status
240214	Temp Ench	10/30/2024	Emergency sewer line spot repair on sewer lateral.	SE Corner of 4th and Dolores	10/31/2024	Issued
240213	Temp Ench	10/25/2024	Trench in front of property in order for PG&E to install a new electrical line for the property.	SW Corner of Lincoln & 5th	11/4/2024	Issued
240212	Temp Ench	10/24/2024	Replace sewer lateral using pipe bursting.	Casanova 3 SW of 7th	10/24/2024	Issued
240211	Temp Ench	10/23/2024	PG&E to trench & install electric services. Keep existing TX & install SEC breakers, install service riser (LOC1), replace pole & install new TX (LOC2), remove OH service (LOC3), install underground service (LOC4), upgrade & relocate panel (LOC5). PM# 35452880.	NW Corner of Dolores & 13th		In Review
240210	Temp Ench	10/21/2024	Repair sewer lateral using pipe bursting. CONDITIONS: No work will be permitted on Thursdays. No full road closures.	6th between Junipero & Mission	11/4/2024	Issued
240209	Temp Ench	10/14/2024	PG&E to trench and backfill. PG&E to replace transformer and underground service. PM# 35540377	7th 2 NE of Lincoln	10/15/2024	Issued
240208	Temp Ench	10/10/2024	Replace sewer lateral using pipe bursting.	Lincoln 3 NE of 5th	10/14/2024	Issued

240207	Temp Ench	10/9/2024	PG&E to install underground electrical service. PM# 35569460	Camino Real 4 SE of Ocean	10/10/2024	Issued
240206	Temp Ench	10/8/2024	Excavate a 4x6 pit in the asphalt and a 3x6 pit in the sidewalk to repair damages due to a water service repair.	6th 102' East of San Carlos	10/23/2024	Issued
240205	Temp Ench	10/7/2024	Grade ground to make level with driveway and neighbor after city removed tree; after work is complete can you cover with bark please.	Casanova 4 SE of 12th Ave, Carmel, CA 93921		In Review
240204	Temp Ench	10/7/2024	Closure of Junipero Ave southbound lane to accommodate for crane lift and removal of equipment from roof.	Carmel Plaza	10/7/2024	Issued
240203	Temp Ench	10/1/2024	Replace sewer lateral using pipe bursting.	San Carlos 2 SW of 4th	10/1/2024	Issued

Total Records: 12

11/18/2024



Tree Permit Report

10/01/2024 - 10/31/2024

Permit #	Permit Date	Permit Type	Location of Property	Description	Status	Approved Date
24294	10/2/2024	Emergency Tree Work	Camino Real 4 SE of Ocean	Emergency trim of branch and upper canopy due to increasing tree lean.	Approved	10/2/2024
24295	10/3/2024	Tree Removal/Pruning	NE Corner of Camino Real and Fraser St.	EVALUATION: 80 Foot pine tree; 60 foot pine tree; Dead Oak tree PRUNING: 60 foot pine tree REMOVAL: 80 foot pine tree and dead Oak tree	Approved	10/18/2024
24296	10/3/2024	Tree Removal/Pruning	2 SE 5th and Mission Carmel by the Sea	City Tree pruning	Approved	
24297	10/4/2024	Tree Evaluation	Scenic 2 NE of 11th	REMOVAL: One Cypress, 50' Crown Span, Height 60'	In Review	
24298	10/4/2024	Tree Removal/Pruning	Junipero, 4th NE & NW Corners	Trim branches	In Review	
24299	10/7/2024	Tree Removal/Pruning	2nd Ave. & Mission Street	Tree Removal	In Review	
24300	10/7/2024	Tree Removal/Pruning	0 SE Corner of Mission and 1st Ave	Pruning or Removal of Leaning Tree on CITY property	In Review	
24301	10/7/2024	Tree Evaluation	Mission 2 NE of Santa Lucia	Monterey Pine	Approved	10/11/2024

24302	10/8/2024	Tree Removal/Pruning	25951 Ridgewood Rd	Prune 3 limbs on Oak tree	Approved	10/11/2024
24303	10/8/2024	Tree Evaluation	26004 Ridgewood Rd	EVALUATION: Oak on my prop. City Property: Pine across from my house. See Site Plan REMOVAL: Oak	Approved	10/15/2024
24304	10/10/2024	Tree Evaluation	On Carpenter st 3 NW of Third	remove oak tree	Approved	10/18/2024
24305	10/10/2024	Tree Removal/Pruning	NE Corner 5th and Santa Rita, Carmel	Dead oak in back yard needs to be removed ASAP	In Review	
24306	10/11/2024	Tree Evaluation	Casanova 4 SE of 13th	Qty. 1 Podocarpus gracilior 25-30' H 18"caliper	Approved	10/16/2024
24307	10/11/2024	Tree Removal/Pruning	Casanova 3 SE of 13th	Pinus radiata qty. 1 Height 50-60' caliber 2 1/2'	Approved	10/18/2024
24308	10/14/2024	Tree Evaluation	Casanova 2 SE of Ocean	Two oak trees in front of house with branches overhanging roof, 1 big branch (over 4 in), several smaller ones	Approved	10/28/2024
24309	10/15/2024	Tree Removal/Pruning	NE Corner of San Carlos and Vista	FOR EVALUATION TO REMOVE OR PRUNE: One big pine	In Review	
24310	10/15/2024	Tree Removal/Pruning	East side Dolores, south of Ocean Ave	Pine tree removal	In Review	
24311	10/15/2024	Tree Removal/Pruning	26004 Ridgewood Rd	Oak on my prop. City Property: Pine across from my house. See Site Plan REMOVAL: Oak	Approved	10/16/2024

24312	10/15/2024	Tree Removal/Pruning	Vizcaino 3 SW of Mountain View	Dead oak tree removal	Approved	10/16/2024
24313	10/16/2024	Tree Evaluation	Dolores 5 SW of 13th	EVALUATION FOR REMOVAL: 40 ft. Calif. Oak	Approved	10/23/2024
24314	10/16/2024	Tree Evaluation	SW Corner of Camino Real & 11th Ave.	EVALUATION: Monterey pine tree	Approved	10/21/2024
24315	10/17/2024	Tree Evaluation	Guadalupe 4 NE of 3rd	Does the tree need de-mossing? Coast Live Oak Tree, 60 feet tall on city property out front; single tree	In Review	
24316	10/18/2024	Tree Removal/Pruning	Mission 2 NE of Santa Lucia	Monterey Pine	Approved	10/21/2024
24317	10/18/2024	Tree Removal/Pruning	On Carpenter st 3 NW of Third	remove oak tree	Approved	11/1/2024
24318	10/18/2024	Tree Removal/Pruning	Casanova 4 SE of 13th	Qty. 1 Podocarpus gracilior 25-30' H 18"caliper	Approved	10/18/2024
24319	10/21/2024	Tree Removal/Pruning	Lincoln 3NW of 13th	Dead oak Tree Removal	In Review	
24320	10/21/2024	Tree Evaluation	Crespi 5 SE of Mountain View	Oaks resting on powerlines and danger of falling on house threaten life or injury	Approved	10/21/2024
24321	10/21/2024	Tree Removal/Pruning	Crespi 5 SE of Mountain View	Oaks resting on powerlines and danger of falling on house threaten life or injury	Approved	10/21/2024
24322	10/21/2024	Tree Removal/Pruning	SW Corner of Camino Real & 11th Ave.	Monterey pine tree	Approved	10/21/2024

24323	10/21/2024	Tree Removal/Pruning	Scenic 3 SE of Ocean	Street Tree (Cypress Tree) in front of Scenic 3 SE of Ocean	Approved	10/28/2024
24324	10/22/2024	Tree Evaluation	Camino Real 3 NE of 13th	One (which may turn into removal), medium/large, Coast Live Oak	In Review	
24325	10/22/2024	Tree Removal/Pruning	4th Avenue and Mission Street	Remove 30' high Sweet-gum tree in front of walkway to property.	Approved	11/5/2024
24326	10/23/2024	Tree Removal/Pruning	2 SW of Monte Verde on Santa Lucia	REMOVAL: Dead and dangerous Oak tree	Approved	10/25/2024
24327	10/23/2024	Tree Removal/Pruning	Dolores St 2se of 8th	PRUNING- 1 Oak Tree REMOVAL- 1 Monterey pine, 24" DBH; 1 Cedar	Approved	10/24/2024
24328	10/23/2024	Tree Evaluation	Junipero 2nd nw of third	Evaluation of several trees	Approved	11/12/2024
24329	10/23/2024	Tree Removal/Pruning	Dolores 5 SW of 13th	Removal of 1 Oak	Approved	10/24/2024
24330	10/25/2024	Tree Evaluation	Dolores 4 SW of 11th	EVALUATION: 15' high tree, don't know the specifics	In Review	
24331	10/25/2024	Tree Evaluation	Carpenter 4 SE of 1st	1 pine, 1 oak, 2 deciuous, 16 podacarpus	Closed	10/31/2024
24332	10/28/2024	Tree Removal/Pruning	SW Corner of Mission and 12th Ave.	2 Limbs, a 2 1/2 inch diameter, 4 1/2 inch diameter- Oak Tree	In Review	
24333	10/28/2024	Tree Removal/Pruning	Junipero 4NW of 3rd	2 Large Pines, leaning significantly, 80-100 ft	In Review	
24334	10/28/2024	Tree Removal/Pruning	Casanova 2 SE of Ocean	Two oak trees in front of house with branches overhanging roof, 1 big branch (over 4 in), several smaller ones	Approved	10/29/2024
24335	10/29/2024	Tree Removal/Pruning	Santa Rita 7 SW of Ocean Ave.	1 Monterey Pine approximately 20 feet tall	Approved	10/30/2024

24336	10/29/2024	Tree Removal/Pruning	Rio Rd 3 NW of Santa Lucia	1 tree Pinus Radiata- about 100 ft tall- large - about 30 DBH	Approved	10/31/2024
24337	10/29/2024	Tree Evaluation	Carmelo 2NW of 10th	One Pine one cypress tree evaluation for removal	In Review	
24338	10/29/2024	Tree Removal/Pruning	on Torres street outside of the house of Torres 5 SE Of First (Toujours)	Request City of Carmel to remove a big tilted tree in street	In Review	

Total Records: 45

11/18/2024



CITY OF CARMEL-BY-THE-SEA

Monthly Report

December 2024

Public Safety

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Paul Tomasi, Public Safety Director
SUBMITTED ON:	November 15, 2024
APPROVED BY:	Chip Rerig, City Administrator

AMBULANCE REPORT

Summary of Carmel Fire Ambulance October 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 October 2024 the ambulance was able to meet the performance measure. The response time was 98% with (1) code-3 call over 5 minutes.

48 total calls for service in CBTS

41 Code 3 EMS calls for service – Average response time: 3:04 min

MONTEREY FIRE REPORT

Summary of Monterey Fire October 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 October 2024 the fire department was able to meet the performance measure. The response time was 98% with (1) code-3 calls over 5 minutes.

60 total calls for service in CBTS Average response time: 3:30 min.

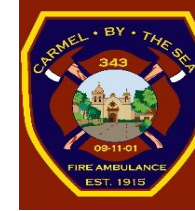
50 total Code-3 calls

BEACH FIRES

There were no reported illegal beach fires during the month of October.



RESPONSE SUMMARY REPORT BY DISTRICT
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE
Alarm Date From: 10/01/2024 To: 10/31/2024



Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
CARMEL VALLEY						
EMS call, excluding vehicle accident with injury	10/5/2024	241005-CFA01090	00:24:57	9500 CENTER ST		3
EMS call, excluding vehicle accident with injury	10/11/2024	241011-CFA01114	00:12:45	7047 VALLEY GREENS CIR		3
		2	0:18:51			
CYPRESS						
Building fire	10/20/2024	241020-CFA01147	00:10:02	1608 VISCAINO RD		3
EMS call, excluding vehicle accident with injury	10/1/2024	241001-CFA01073	00:05:54	26365 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	10/1/2024	241001-CFA01075	00:06:10	3650 RIO RD		3
EMS call, excluding vehicle accident with injury	10/2/2024	241002-CFA01079	00:07:18	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	10/2/2024	241002-CFA01082	00:05:04	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	10/4/2024	241004-CFA01087	00:06:00	26245 CARMEL RANCHO BLV		3
EMS call, excluding vehicle accident with injury	10/6/2024	241006-CFA01093	00:05:25	3187 DEL CIERVO RD		3
EMS call, excluding vehicle accident with injury	10/6/2024	241006-CFA01097	00:06:11	2575 RIBERA RD		3
EMS call, excluding vehicle accident with injury	10/9/2024	241009-CFA01107	00:04:33	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	10/10/2024	241010-CFA01111	00:05:17	RIO RD	HWY 1	3
EMS call, excluding vehicle accident with injury	10/12/2024	241012-CFA01120	00:05:46	26140 S CARMEL HILLS DR		3
EMS call, excluding vehicle accident with injury	10/12/2024	241012-CFA01116	00:07:23	3645 RIO RD		3
EMS call, excluding vehicle accident with injury	10/15/2024	241015-CFA01126	00:06:14	26217 ISABELLA AVE		3
EMS call, excluding vehicle accident with injury	10/11/2024	241011-CFA01113	00:06:03	3265 SAN LUIS AVE		3
EMS call, excluding vehicle accident with injury	10/18/2024	241018-CFA01136	00:05:16	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	10/17/2024	241017-CFA01133	00:05:29	26541 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	10/18/2024	241018-CFA01138	00:05:58	206 CROSSROADS BLVD		3
EMS call, excluding vehicle accident with injury	10/18/2024	241018-CFA01139	00:07:47	20909 POINT LOBOS STATE RESERVE		3
EMS call, excluding vehicle accident with injury	10/21/2024	241021-CFA01152	00:08:00	25869 CARMEL KNOLLS DR		3
EMS call, excluding vehicle accident with injury	10/23/2024	241023-CFA01157	00:06:37	24764 PESCADERO RD		3
EMS call, excluding vehicle accident with injury	10/23/2024	241023-CFA01156	00:09:04	27951 HWY 1		3
EMS call, excluding vehicle accident with injury	10/24/2024	241024-CFA01161	00:06:47	26245 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	10/24/2024	241024-CFA01165	00:04:16	2310 BAY VIEW AVE		3
EMS call, excluding vehicle accident with injury	10/25/2024	241025-CFA01169	00:08:31	1 POINT LOBOS STATE RESERVE		3
EMS call, excluding vehicle accident with injury	10/27/2024	241027-CFA01175	00:05:29	26135 CARMEL RANCHO BLVD		3
EMS call, excluding vehicle accident with injury	10/30/2024	241030-CFA01188	00:05:59	7 CARMEL CENTER PL		3
EMS call, excluding vehicle accident with injury	10/30/2024	241030-CFA01183	00:08:33	25869 CARMEL KNOLLS DR		3
Motor vehicle accident with injuries	10/3/2024	241003-CFA01084	00:06:54	CARMEL VALLEY RD	RIO VISTA DR	3
Motor vehicle accident with no injuries.	10/5/2024	241005-CFA01091	00:04:26	CARMEL RANCHO BLVD	CARMEL RANCHO SHOPPING CENTER	3
Motor vehicle/pedestrian accident (MV Ped)	10/26/2024	241026-CFA01174	00:04:37	101 CROSSROADS BLVD		3



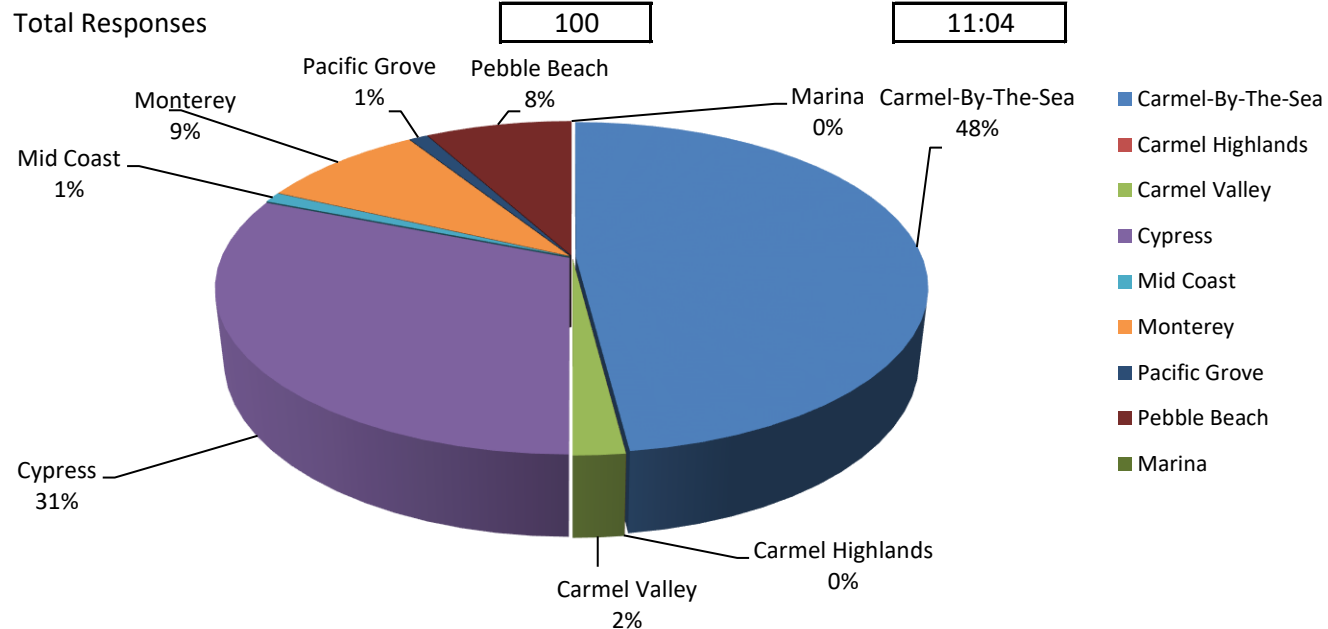
CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT

OCTOBER 2024

Response Summary Report by District Type



<u>District Response</u>	<u>Number</u>	<u>Average Response Time</u>
Carmel-By-The-Sea	48	3:04
Carmel Highlands	0	0:00
Carmel Valley	2	18:51
Cypress	31	6:22
Mid Coast	1	16:56
Monterey	9	10:14
Pacific Grove	1	12:52
Pebble Beach	8	9:15
Marina	0	0:00



Total Code 3 Calls:	41
CFA Response Times for Code 3 Calls ≤ 5 minutes:	98%



RESPONSE SUMMARY REPORT BY INCIDENT TYPE
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE
Alarm Date From: 10/01/2024 To: 10/31/2024



Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
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100 Series (Fires)

Fire	10/20/24 11:46 AM	241020-CFA01148	00:03:11	7TH AVE	LINCOLN ST	3
1			0:03:11			

300-321 Series (EMS)

EMS call, excluding vehicle accident with injury	10/1/24 9:09 AM	241001-CFA01072	00:07:29	13TH AVE	SAN CARLOS ST	2
EMS call, excluding vehicle accident with injury	10/1/24 11:07 PM	241001-CFA01078	00:03:11	JUNIPERO AVE	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/4/24 2:57 AM	241004-CFA01086	00:03:36	SAN CARLOS ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/7/24 6:29 AM	241007-CFA01099	00:03:42	7TH AVE	FOREST RD	3
EMS call, excluding vehicle accident with injury	10/10/24 7:33 AM	241010-CFA01109	00:01:50	SAN CARLOS ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/10/24 8:11 PM	241010-CFA01112	00:02:16	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/11/24 3:01 PM	241011-CFA01115	00:02:19	LINCOLN ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/12/24 12:58 PM	241012-CFA01118	00:03:34	LOPEZ AVE	2ND AVE	3
EMS call, excluding vehicle accident with injury	10/14/24 11:27 AM	241014-CFA01125	00:03:35	7TH AVE	FOREST RD	3
EMS call, excluding vehicle accident with injury	10/16/24 10:22 PM	241016-CFA01130	00:03:24	SANTA FE ST	6TH AVE	3
EMS call, excluding vehicle accident with injury	10/17/24 9:53 AM	241017-CFA01131	00:02:08	SAN CARLOS ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/17/24 1:22 PM	241017-CFA01132	00:03:43	CARPENTER ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/17/24 9:41 PM	241017-CFA01134	00:03:31	4TH AVE	MONTE VERDE ST	2
EMS call, excluding vehicle accident with injury	10/18/24 12:02 AM	241018-CFA01135	00:03:33	SAN CARLOS ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/18/24 7:38 PM	241018-CFA01140	00:01:47	DOLORES ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/18/24 11:33 PM	241018-CFA01142	00:02:56	SAN CARLOS ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/19/24 6:04 PM	241019-CFA01145	00:05:45	LOBOS ST	3RD AVE	2
EMS call, excluding vehicle accident with injury	10/19/24 8:53 PM	241019-CFA01146	00:01:47	MISSION ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/22/24 5:26 PM	241022-CFA01154	00:03:19	MONTE VERDE ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/24/24 5:32 PM	241024-CFA01164	00:02:38	DOLORES ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/25/24 12:36 AM	241025-CFA01166	00:04:15	SAN ANTONIO AVE	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/25/24 4:18 AM	241025-CFA01167	00:03:42	MISSION ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/25/24 8:57 AM	241025-CFA01168	00:11:53	MONTE VERDE ST	8TH AVE	2
EMS call, excluding vehicle accident with injury	10/26/24 5:55 AM	241026-CFA01172	00:03:45	LINCOLN ST	3RD AVE	3
EMS call, excluding vehicle accident with injury	10/27/24 2:36 PM	241027-CFA01177	00:04:02	26152 LADERA DR		3
EMS call, excluding vehicle accident with injury	10/27/24 4:43 PM	241027-CFA01178	00:01:58	MISSION ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/28/24 9:03 PM	241028-CFA01179	00:01:50	CASANOVA ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/29/24 10:01 AM	241029-CFA01181	00:02:59	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/29/24 1:50 PM	241029-CFA01182	00:04:42	CARMELO ST	4TH AVE	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
300-321 Series (EMS) cont.						
EMS call, excluding vehicle accident with injury	10/30/24 5:54 PM	241029-CFA01186	00:01:43	MONTE VERDE ST	12TH AVE	3
30			0:03:34			
322-399 Series (Rescues)						
Motor vehicle/pedestrian accident (MV Ped)	10/1/24 4:29 PM	241001-CFA01074	00:01:39	MISSION ST	OCEAN AVE	3
1			0:01:39			
400 Series (Hazardous Material)						
Hazardous condition, other	10/7/24 4:04 PM	241007-CFA01101	00:02:47	SAN CARLOS ST	10TH AVE	3
Hazardous condition, other	10/10/24 12:47 PM	241010-CFA01110	00:05:13	SANTA FE ST	2ND AVE	3
Hazardous condition, other	10/19/24 2:10 PM	241019-CFA01144	00:03:05	OCEAN AVE	SANTA RITA ST	3
3			0:03:42			
500 & 600 Series (Service Calls)						
Public service assistance, other	10/1/24 7:27 PM	241001-CFA01077	00:02:40	MONTE VERDE ST	9TH AVE	3
Water or steam leak	10/12/24 2:36 PM	241012-CFA01119	00:04:36	MISSION ST	2ND AVE	2
Water or steam leak	10/18/24 10:20 PM	241018-CFA01141	00:03:18	SAN CARLOS ST	5TH AVE	3
Assist invalid	10/2/24 8:19 PM	241002-CFA01083	00:03:41	CASANOVA ST	8TH AVE	2
Assist invalid	10/9/24 12:28 PM	241009-CFA01102	00:01:35	OCEAN AVE	LINCOLN ST	3
Assist invalid	10/9/24 6:20 PM	241009-CFA01106	00:02:30	MISSION ST	8TH AVE	2
Assist invalid	10/13/24 5:53 PM	241013-CFA01123	00:01:46	SANTA RITA ST	OCEAN AVE	3
Vicinity alarm (incident in other location)	10/16/24 10:06 PM	241016-CFA01129	00:03:11	SAN CARLOS ST	12TH AVE	3
8			0:02:55			
700 Series (False Alarms)						
False alarm or false call, other	10/18/2024	241018-CFA01137	00:04:53	CAMINO REAL ST	11TH AVE	3
Smoke detector activation, no fire - unintentional	10/3/2024	241003-CFA01085	00:02:16	TORRES ST	5TH AVE	3
Smoke detector activation, no fire - unintentional	10/9/2024	241009-CFA01104	00:01:11	6TH AVE	SAN CARLOS ST	3
Alarm system activation, no fire - unintentional	10/12/2024	241012-CFA01117	00:03:31	8TH AVE	CASANOVA ST	3
Alarm system activation, no fire - unintentional	10/24/2024	241024-CFA01163	00:04:59	26126 LADERA DR		3
5			0:03:22			
Over 5 Minute Response Times Cause of Delay: Code 3 Responses					Code 2 Calls	7
241010-CFA01110 Delay due to time of day					Code 3 Calls	41
					Total # of Incidents	48
					% Under 5 Minute Response Time	98%
					Total Average Response Time	0:03:04



CARMEL-BY-THE-SEA OCTOBER 2024 Response Summary Report by Incident Type

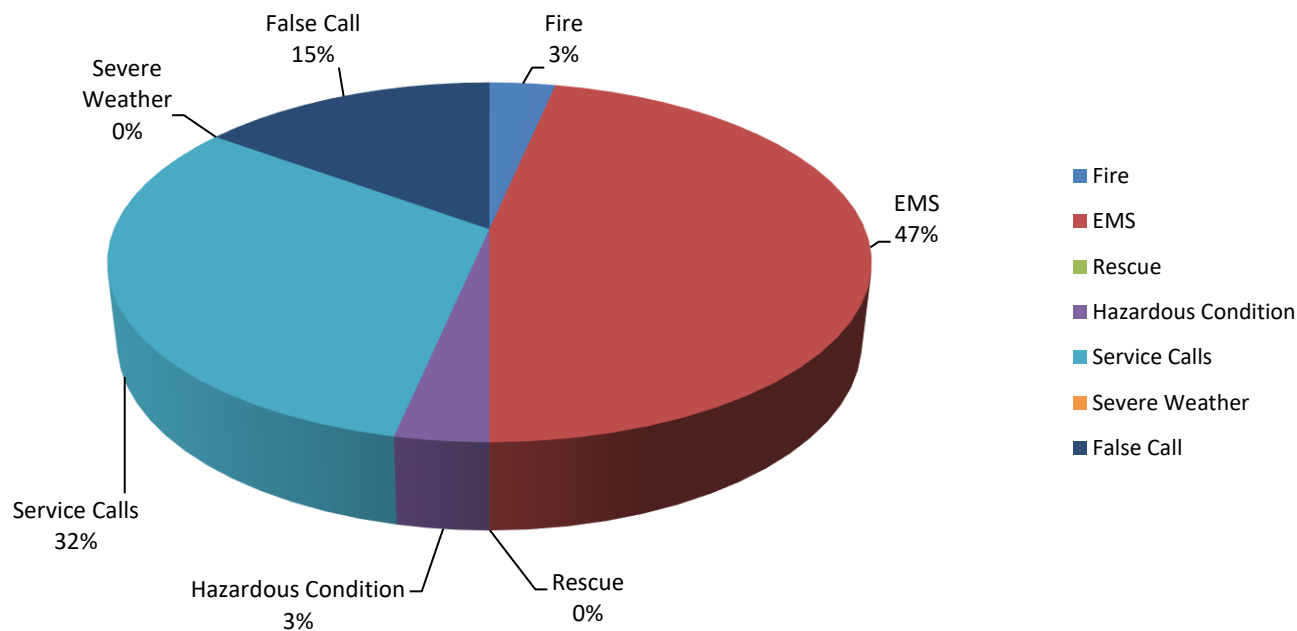


Type of Call	Number	Average Response Time
Fire	2	3:00
EMS	28	3:36
Rescue	0	0:00
Hazardous Condition	2	2:32
Service Calls	19	4:35
Severe Weather	0	0:00
False Call	9	3:47

Total Responses

60

3:30



Total Code 3 Calls:

50

Response Times for Code 3

Calls ≤ 5 minutes:

98%



RESPONSE SUMMARY REPORT BY INCIDENT TYPE
27060 CARMEL-BY-THE-SEA
Alarm Date From: 10/01/2024 To: 10/31/2024



Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
100 Series (Fires)						
Building fire	10/14/2024 8:57 AM	241014-MNT07616	0:02:29	MONTE VERDE ST	7TH AVE	3
Cooking fire, confined to container	10/20/2024 11:46 AM	241020-MNT07790	0:03:30	7TH AVE	LINCOLN ST	3
2			0:03:00			

300-321 Series (EMS)

Medical assist, assist EMS crew	10/17/2024 1:21 PM	241017-MNT07705	0:03:46	CARPENTER ST	4TH AVE	3
Medical assist, assist EMS crew	10/7/2024 6:29 AM	241007-MNT07419	0:04:13	7TH AVE	FOREST RD	3
EMS call, excluding vehicle accident with injury	10/18/2024 7:37 PM	241018-MNT07738	0:01:52	DOLORES ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/28/2024 9:02 PM	241028-MNT08007	0:02:14	CASANOVA ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/27/2024 4:43 PM	241027-MNT07988	0:02:16	MISSION ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/19/2024 8:52 PM	241019-MNT07775	0:02:20	MISSION ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/30/2024 3:20 PM	241030-MNT08057	0:02:29	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/10/2024 7:32 AM	241010-MNT07492	0:02:47	SAN CARLOS ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/17/2024 9:52 AM	241017-MNT07702	0:02:50	SAN CARLOS ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/11/2024 3:00 PM	241011-MNT07540	0:02:52	LINCOLN ST	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/24/2024 5:31 PM	241024-MNT07909	0:02:58	DOLORES ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/29/2024 10:00 AM	241029-MNT08017	0:03:00	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/4/2024 2:56 AM	241004-MNT07352	0:03:07	SAN CARLOS ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/22/2024 5:26 PM	241022-MNT07852	0:03:19	MONTE VERDE ST	9TH AVE	3
EMS call, excluding vehicle accident with injury	10/25/2024 10:10 AM	241025-MNT07924	0:03:19	MONTE VERDE ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/18/2024 12:01 AM	241018-MNT07719	0:03:22	SAN CARLOS ST	5TH AVE	3
EMS call, excluding vehicle accident with injury	10/25/2024 10:49 AM	241025-MNT07926	0:03:26	JUNIPERO AVE	4TH AVE	2
EMS call, excluding vehicle accident with injury	10/18/2024 11:32 PM	241018-MNT07747	0:03:30	SAN CARLOS ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/16/2024 10:20 PM	241016-MNT07693	0:03:50	SANTA FE ST	6TH AVE	3
EMS call, excluding vehicle accident with injury	10/25/2024 4:17 AM	241025-MNT07918	0:03:52	MISSION ST	8TH AVE	3
EMS call, excluding vehicle accident with injury	10/17/2024 9:40 PM	241017-MNT07714	0:03:54	4TH AVE	MONTE VERDE ST	3
EMS call, excluding vehicle accident with injury	10/29/2024 1:50 PM	241029-MNT08026	0:03:58	CARMELO ST	4TH AVE	3
EMS call, excluding vehicle accident with injury	10/10/2024 8:10 PM	241010-MNT07517	0:04:00	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/17/2024 6:44 PM	241017-MNT07711	0:04:04	LINCOLN ST	7TH AVE	3
EMS call, excluding vehicle accident with injury	10/26/2024 5:54 AM	241026-MNT07948	0:04:26	LINCOLN ST	3RD AVE	3
EMS call, excluding vehicle accident with injury	10/25/2024 12:35 AM	241025-MNT07915	0:04:34	SAN ANTONIO AVE	OCEAN AVE	3
EMS call, excluding vehicle accident with injury	10/27/2024 2:36 PM	241027-MNT07984	0:04:48	26152 LADERA DR		3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
300-321 Series (EMS) cont.						
EMS call, excluding vehicle accident with injury	10/4/2024 5:40 PM	241004-MNT07367	0:04:55	MISSION ST	10TH AVE	2
28			0:03:26			
400 Series (Hazardous Material)						
Gas leak (natural gas or LPG)	10/27/2024 6:09 PM	241027-MNT07990	0:01:55	OCEAN AVE	MONTE VERDE ST	3
Arcing, shorted electrical equipment	10/19/2024 2:10 PM	241019-MNT07760	0:03:09	OCEAN AVE	SANTA RITA ST	3
2			0:02:32			
500 & 600 Series (Service Calls)						
Water or steam leak	10/18/2024 10:20 PM	241018-MNT07745	0:03:21	SAN CARLOS ST	5TH AVE	2
Water or steam leak	10/12/2024 2:35 PM	241012-MNT07573	0:04:30	MISSION ST	2ND AVE	2
Water or steam leak	10/8/2024 10:15 AM	241008-MNT07453	0:06:58	LINCOLN ST	2ND AVE	2
Water or steam leak	10/22/2024 3:07 PM	241022-MNT07846	0:11:52	JUNIPERO AVE	4TH AVE	2
Smoke or odor removal	10/15/2024 3:55 PM	241015-MNT07651	0:00:48	OCEAN AVE	SAN CARLOS ST	3
Smoke or odor removal	10/30/2024 10:30 AM	241030-MNT08047	0:05:33	2994 FRANCISCAN WAY		3
Public service	10/7/2024 4:03 PM	241007-MNT07438	0:03:02	SAN CARLOS ST	10TH AVE	3
Public service	10/24/2024 11:44 AM	241024-MNT07895	0:03:38	CAMINO REAL ST	OCEAN AVE	2
Public service	10/2/2024 8:19 PM	241002-MNT07324	0:04:19	CASANOVA ST	8TH AVE	2
Public service	10/10/2024 12:47 PM	241010-MNT07504	0:04:27	SANTA FE ST	2ND AVE	3
Public service	10/22/2024 10:16 AM	241022-MNT07836	0:04:33	LINCOLN ST	10TH AVE	3
Assist invalid	10/13/2024 5:52 PM	241013-MNT07607	0:02:32	SANTA RITA ST	OCEAN AVE	3
Assist invalid	10/9/2024 6:20 PM	241009-MNT07482	0:02:45	MISSION ST	8TH AVE	3
Assist invalid	10/1/2024 7:26 PM	241001-MNT07293	0:03:04	MONTE VERDE ST	9TH AVE	3
No incident found on arrival at dispatch address	10/12/2024 12:57 PM	241012-MNT07570	0:03:22	LOPEZ AVE	2ND AVE	3
No incident found on arrival at dispatch address	10/18/2024 7:53 PM	241018-MNT07739	0:03:44	CARPENTER ST	4TH AVE	3
No incident found on arrival at dispatch address	10/25/2024 8:56 AM	241025-MNT07922	0:12:10	MONTE VERDE ST	8TH AVE	2
Smoke from barbecue, tar kettle	10/23/2024 4:39 PM	241023-MNT07882	0:03:21	DOLORES ST	8TH AVE	3
EMS call, party transported by non-fire agency	10/31/2024 4:29 PM	241031-MNT08083	0:03:08	OCEAN AVE	SCENIC RD	3
19			0:04:35			
700 Series (False Alarms)						
Municipal alarm system, malicious false alarm	10/29/2024 1:03 AM	241029-MNT08011	0:04:14	MONTE VERDE ST	OCEAN AVE	3
Smoke detector activation due to malfunction	10/16/2024 10:05 PM	241016-MNT07691	0:04:08	SAN CARLOS ST	12TH AVE	3
Smoke detector activation due to malfunction	10/24/2024 2:22 PM	241024-MNT07900	0:05:22	26126 LADERA DR		2
Smoke detector activation, no fire - unintentional	10/9/2024 3:06 PM	241009-MNT07477	0:01:49	6TH AVE	SAN CARLOS ST	3
Smoke detector activation, no fire - unintentional	10/3/2024 3:43 PM	241003-MNT07341	0:03:26	TORRES ST	5TH AVE	3
Detector activation, no fire - unintentional	10/12/2024 7:43 AM	241012-MNT07562	0:03:34	8TH AVE	CASANOVA ST	3
Alarm system activation, no fire - unintentional	10/7/2024 9:47 AM	241007-MNT07427	0:01:38	SANTA LUCIA AVE	MISSION ST	3
Alarm system activation, no fire - unintentional	10/17/2024 5:59 PM	241017-MNT07710	0:04:54	CAMINO REAL ST	11TH AVE	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
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700 Series (False Alarms) cont.

Alarm system activation, no fire - unintentional	10/18/2024 1:14 PM	241018-MNT07729	0:04:55	CAMINO REAL ST	11TH AVE	3
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9

0:03:47

Over 5 Minute Response Times Cause of Delay: Code 3 Responses

241030-MNT08047 E16 responded from St 15, delay due to distance

Code 2 Calls	10
Code 3 Calls	50
Total # of Incidents	60
% Under 5 Minute Response Time	98%

City Clerk PRA Request Log -October 2024

request number	Date Requested	10-day response date	14-day extension due date	records requested	requestor	date completed	notes
2024-105	10/3/2024	10/14/2024		Applications for residential Plan Check for new construction or Permits Applied for, covering the past 24 months. The data request includes the Property Address, Applicant name, Contractor name, Designer name, Description of work, Permit Valuation, Date Submitted, and Status of the application (such as Plan Check, Applied, In Process Under Review, Pending, Fees Due, Approved, etc). Adata file in csv or other text format is preferred.	Ty Kirkpatrick, Arroyo Consulting Group, Inc.	10/8/2024	records sent
2024-106	10/7/2024	10/17/2024		Does the City of Carmel-by-the-Sea operate any storm infrastructure around the following streets: 1) San Antonia Ave (between 2nd Ave & Ocean Ave); Scenic Rd (between Santa Lucia Ave & Stewart Way) -Oceanview Ave (between Scenic Rd & Stewart Way) -Inspiration Ave -Bay View Ave -San Antonia Ave (between Santa Lucia Ave & Inspiration Ave) If yes, can you please provide utility maps and as-builts of assets in the area? This request is made as part of utility research for a potential project.	Micheala Somers, Civil Grid	10/11/2024	records for San Antonio Ave and Scenic Rd were sent. The city does not have responsive records for the others.
2024-107	10/15/2024	10/25/2024		copy of your Fire Services Contract with the City of Monterey.	Dave Craddock	10/18/2024	records sent
2024-108	10/15/2024	10/25/2024		complaint to the state against Carmel Cares not paying prevailing wages.	Pam Marino, The Weekly	10/22/2024	records sent
2024-109	10/18/2024	10/28/2024		all historic information including building permits for 7 Lincoln SW 13. APN 010 173 018	Barbara Westover	10/18/2024	sent instructions on how to view historic properties online.
2024-110	10/21/2024	10/31/2024	11/27/2024	All agreements 1/1/23 to the present between the City and any current or former peace officers that resolve a dispute related to potential or actual discipline (ie: exit agreements, separation agreements, settlements, legal settlements, settlement and release agreements, last chance agreements, clean-record agreements or resignation agreements ("Agreements")). This includes Agreements that negotiate an Officer's disability retirement.	Katey Rusch		deadline extended due to staffing in HR

request number	Date Requested	10-day response date	14-day extension due date	records requested	requestor	date completed	notes
2024-111	10/21/2024	10/31/2024		any communications between Flock and Carmel Staff between 1-1-2023 thru 4-4-2023	Alisandra Dramov	10/31/2024	records sent
2024-112	10/29/2024	11/8/2024		911 calls from 10-25-2024 to report a man in Carmel by the Sea armed with a rifle. They would have been between 8:30am-9am.	Sara Rubin	11/8/2024	records sent with redactions
2024-113	10/31/2024	11/12/2024	12/6/2024	Map or lists of streets under paving moratorium and map or list of planned paving projects	Brandon Cohen		working with public works on an updated map or list to provide.

Police Records Request Log – October 2024

Request No.	Request Date & Received By	10-Day Due Date	Info Requested	Requestor	Date Completed by PSO	Status	Date & PSO Mailed
2024-0001	9/27/2024	10/7/2024	CC2400354	Elina Jensen	10/01/24 mw	mailed	10/01/24 MW
2024-0002	10/2/2024	10/12/2024	CA2400470	Metropolitan Reporting Bureau	10/3/24 DA	completed	mailed by DA
2024-0003	10/2/2024	10/12/2024	CA2400470	Lexis Nexis	10/3/24 DA	completed	mailed by DA
2024-0004	10/2/2024	10/12/2024	CG2400465	Metropolitan Reporting Bureau	10/3/24 DA	denied	under investigation w/DA
2024-0005	10/2/2024	10/12/2024	CG2400465	Lexis Nexis	10/3/24 DA	denied	under investigation w/DA
2024-0006	10/2/2024	10/12/2024	Cc24000034	Metropolitan Reporting Bureau	10/4/24 DA	completed	mailed by DA
2024-0007	10/05/24 mw	10/15/2024	CG890753	ESQ Hung (Nguyen, Nhat)			Archives?
2024-0008	10/05/24 mw	10/15/2024	CG2400486	Daniel Romero	10/07/2024 mw	completed	mailed by mw
2024-0009	10/07/24 mw	10/17/2024	CG2400457	Sgt. Owen - MCSO	10/07/24 mw	completed	emailed report - law enf
2024-0010	10/08/24 mw	10/18/2024	CG2400449	Luis Garcia	10/9/24 DA	completed	mailed by DA
2024-0011	10/15/2024 ndjs	10/25/2024	CA2400497 Body Cam	Lawrence Tougas	10/16/24 da	completed	denial letter mailed
2024-0012	10/15/24 AI	10/25/2024	CG2400196, CC2400144, CG2400435, CG2400434	APS	10/17/2024	completed	emailed to requestor by DA
2024-0013	10/17/2024	10/27/2024	Accident Report	Lexis Nexis	10/17/24 DA	completed	nothing located, mailed back by DA
2024-0014	10/21/2024 mw	10/31/2024	Possible case is CC2200585	Lexis Nexis	10/24/24 da	completed	mailed
2024-0015	10/28/2024 mw	11/7/2024	CA2400501	Rosalind Russo	10/28/2024 mw	completed	picked up



CITY OF CARMEL-BY-THE-SEA

Public Works Department October 2024 Report

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert Harary, P.E., Director of Public Works
SUBMITTED ON:	November 4, 2024
APPROVED BY:	Chip Rerig, City Administrator

City Council Special Meeting of September 30, 2024

- Adopted Resolution 2024-081, authorizing the City Administrator to execute Amendment No. 1 to the Professional Services Agreement (PSA) with ZFA Structural Engineers, for a fixed fee of \$25,000, for a structural engineering report regarding the condition of the Lincoln Street wooden trestle bridge, located north of Fourth Avenue.
- Adopted Resolution 2024-082, authorizing the submittal of applications for all CalRecycle Grants for which the City is eligible for a period of five years.

City Council Meeting of October 1, 2024

- Police Chief Tomasi presented a report from the Traffic Safety Committee regarding a proposed plan to implement AB 413, known as the "Daylighting Law," for the City to be in full compliance with the state law. The plan is flexible, minimizes the loss of two-hour parking spaces, and adds eight bicycle parking spaces adjacent to intersections. Once Council adopts the associated Ordinance, Public Works will repaint the curbs at over 100 spaces in downtown.
- Representatives of Public Works and Wave Astound Broadband presented a report regarding Wave's proposed Fiber Optic Project, corresponding Encroachment Permit with Special Conditions of Approval, and responses to questions received over the past year. Compared to the introduction of this matter in October 2023, the public appeared more receptive to having fiber optic services in the City. Council continued the matter and requested Wave to further explore undergrounding of their fiber optic cable.
- Adopted Resolution 2024-085, authorizing the City Administrator to execute a construction contract with Sharp Engineering & Construction, in the amount of \$503,470 with contingency, for the San Antonio Pedestrian Pathway Reconstruction Project.

Forest and Beach Commission Meeting of October 10, 2024

- Announcements included:
 - A two-day Workshop will be held in Carpenter Hall on October 28 and 29 for the Commission and Steering Committee to review the administrative draft of the Carmel Forest Master Plan (CFMP)
 - The administrative draft of the CFMP will be released to the public today and is available on the City's website
 - Several letters were received claiming that the CFMP cannot proceed until the environmental review process under CEQA is completed. Director Harary noted that staff is in the process of hiring a consultant to perform the CEQA analysis, but we only recently received the draft CFMP which is the project for which the analysis will be performed.

- A Public Hearing was held to consider the release of a Stop Work Order at the northwest corner of Carpenter Street and Fifth Avenue. During excavation for a foundation of a new home, multiple significant trees were damaged or destroyed in violation of Carmel Municipal Code Section 17.48.110 and the Building Permit. Staff recommended release of the Stop Work Order subject to payment of \$19,720 in fees and depreciated value of the trees. The property owner, neighbors, and public comments indicated differing views on how this occurred. The Commission voted to continue this item to allow more time for staff to review the assessments.
- Staff presented logistical information and a preliminary timeline for the Commission and Steering Committee to conduct the 2-day CFMP review Workshop at Carpenter Hall on October 28th and 29th, and discussed opportunities for public comments during the Workshop.
- Staff recapped the September meeting's introduction of pickleball concerns at Upper Forest Hill Park, provided information on how some neighboring jurisdictions are addressing this issue by limited hours or days of pickleball play, and explained how we could perform an informal sound survey. Public comments included concerns that restricting hours of play would only partially solve the problem. The Commission's direction to staff was to investigate the cost and feasibility of installing sound reducing acoustic fencing, proceed with the sound survey, and continue to obtain information from other agencies.
- The City Forester presented the Forester's Report for September 2024, which noted: a) Consulting ecologist Nikki Nedeff is now under contract to provide technical expertise for development of the CFMP, b) stumps are being removed and trees planted along San Carlos Street, between Eighth and Thirteenth Avenue, alongside the newly paved street and new bicycle route, and c) crews cleared out fallen limbs, invasive vegetation, and debris from the North Dunes Habitat Restoration site.
- The Public Works Director presented the Public Works Report for September 2024, which noted: a) a summary of the Coastal Engineering Project, Phase 1 which is complete, and progress made in Phase 2, including a draft Community Survey and several technical reports which will be forthcoming to the Commission over the coming months, b) it was determined that no federal permits are required to bury dead seals/mammals on Carmel Beach provided that a 48-hour notice is made to the Moss Landing Marine Laboratories, and c) signs were posted at closed beach access stairs at Tenth Avenue North and Twelfth Avenue which indicates that these stairs sustained structural damage and must be repaired before reopening.

Administration

- Public Works Director Bob Harary announced his retirement effective December 30, 2024, following a 42-year career, 34 serving in local government. Environmental Programs Manager Mary Bilse will be the Acting Director while a recruitment gets underway.
- At the December 2024 Council Meeting, Director Harary will review Public Works operations, highlight key accomplishments over the past 7-1/2 years with the City, and update the Infrastructure Report Card that he presented in years past.
- The top candidate accepted the City's offer for the Environmental Analyst position, and the candidate will begin work with the City on November 1st.
- Conducted departmental interviews with two additional Project Manager candidates. An offer was made to a second candidate and a background check is in progress.
- Departmental interviews were conducted with two Maintenance Workers (MW) who were on the City's eligibility list. An offer letter is in progress with one candidate to fill the new MW position for Forestry that was included in the Fiscal Year (FY) 2024/25 Budget.
- Prepared the staff report, updated the Resolution, and refined the presentation slides for the Del Mar Undergrounding District Public Hearing for the November 5th Council meeting.
- Sent a letter to the Transportation Agency of Monterey County supporting the region's "Vision Zero" Program – an initiative to prevent future injury accidents on the transportation network.

- A fun, team building lunch followed by a Scavenger Hunt was held on October 24th starting at First Murphy Park. The hunt led the teams to Flanders Mansion for donut eating, City Hall for a toss game, Forest Theater for dancing, and Robin Scattini's house to put on costumes.

Carmel Cares and Other Volunteer Groups

- At the North Dunes Habitat Restoration site, 25 students from Stevenson Upper School removed invasives under the guidance of the coastal ecologist. 15 students also planted, trimmed, watered, and added compost at the Forest Theater garden.
- Carmel Cares' contractor completed Phase 2 installation of the Scenic Pathway Hardscape Project, a CIP project joint-funded with the City, which included barrier rail replacement/extension and pathway widening.
- Carmel Cares volunteers created a garden and upgraded the grounds around the newly renovated Golden Bough Theater.
- Received KION/Fox 35's quarterly "High Five Award" recognizing the efforts of individual Carmel Cares volunteers who contribute to the community.

Environmental Programs

- For the Coastal Engineering Study, Phase 2 Project, staff completed the draft Community Survey associated with Sea Level Rise and prepared a staff report to present the Survey and solicit feedback at the November 14th Forest and Beach Commission meeting.
- Also for the Coastal Engineering Study, Phase 2, met on the beach with consultants from EMC Planning and Integral to consider potential beach adaptation strategies to counter sea level rise. Preliminary ideas were discussed to stabilize the beach and add sand in future years.
- Completed the comprehensive Annual Stormwater Quality Report and submitted to the Water Quality Control Board before the mid-October deadline.
- For the North Dunes Habitat Restoration Project, continued to work with our consultants who are overseeing ice plant and invasive removals, and coordinated with Forestry for acacia trimming.
- Attended the 2nd Annual Blue City Forum which included discussions on: climate resiliency, waste minimalization, protection of the ocean, healthy ecosystems, and water quality.
- Reviewed office furniture and modular cubicle space diagrams from vendors associated with the new Public Works offices to be constructed at Vista Lobos.
- Public service messages in October included: "Where Waste Travels" by ReGen Monterey, and a residential battery rebate program and the "Electrify Your Ride" program, both sponsored by 3CE.

Facility Maintenance

- A claim was submitted to the City's insurance company for reimbursement for the Sunset Center emergency repair of a broken fire suppression pipe – an unanticipated \$30k expense.
- For the ADA Upgrades Project, Year 7, a contractor installed a decorative, ADA-compliant drinking fountain at the Devendorf Park restrooms.
- Contractor replaced the exhaust fan and motor on the City Hall roof which serves the basement restroom.
- At Flanders Mansion, a roofing contractor cleaned valley gutters, repaired flashing, and adjusted roof tiles in preparation for winter storms.
- Also, at Flanders Mansion, a contractor demolished a small, fallen, masonry retaining wall in the corner of the basement, and constructed a new reinforced concrete wall with a proper drainage backfill system.
- A contractor and staff completed renovations for the Library Director and Executive Assistant's suite in the Park Branch Library by creating a small conference room.

- Replaced a rusted sump pump for the Park Branch Library basement.
- Cal Am installed a digital water meter serving the Police and Public Works building.
- Installed a new phone system in the Carmel Fire Station.
- Made plumbing repairs to the water line at the Scenic Restrooms.
- Repaired a fallen handrail on the Tenth Avenue South beach access stairs.
- A Purchase Order was issued to a Contractor to construct three enclosed offices for Public Works staff in the back of the Vista Lobos community room, and a Building Permit was issued. Construction is scheduled in November.
- Helped decorate Devendorf Park for Halloween.

Project Management for the Capital Improvement Program

4 Leaf Projects:

- For the Police Building Project, additional meetings were held with Indigo Architects, the Ad Hoc Committee, and the Project Team to review the Design Concept to rehabilitate and expand the existing building on-site. Indigo and staff prepared an outline of Public Works equipment, shops, and storage areas that would need to be developed off site, as a satellite Corporation Yard, should the Design Concept proceed into design and construction. Staff also reviewed a preliminary construction phasing plan prepared by the architect, which would potentially minimize off site “Swing Space” needed to house Police and Public Works staff and operations during construction.

Ausonio, Inc. Projects:

- For the City Hall Roof Replacement Project, the Contractor installed the remaining new shake tiles and other roofing elements. Delivery of the custom gutters and downspouts was delayed but is expected by mid-November. The Contractor, as well as the City’s disaster cleanup company, substantially completed the remediation efforts in the interior of City Hall resulting from water intrusion during a rainstorm on September 16th. All cleanup costs were charged to the roofing contractor. A \$30k claim for additional roof tiles was rejected outright.
- For the Sunset Center Cottage Window Repairs Project, following the temporary relocation of the cottage occupants, construction begin in early October by erecting scaffolding around the eastern cottage. Hazardous materials (lead paint and asbestos) were remediated inside and outside for both cottages, and the abatement was cleared by the hazardous remediation consultant. The contractor is currently cutting new window trim elements which will replace rotted and broken window elements while meeting the historic character of the buildings.
- For the San Antonio Pathway Repair Project, Second to Fourth Avenues, Council awarded the \$503,470 contract to Sharp Engineering & Construction. The Contractor provided the contract documents, the contract was executed, and a kick-off meeting was held in late October. The Contractor, Ausonio, and staff conducted two site tours – one focused on the exact sign placement for the detour, and one focused on the extent of landscaping to be removed and trees to be pruned. A Professional Services Agreement (PSA) was also executed with Moore Twining to provide special welding and anchor testing during construction. Construction to begin in mid-November.
- For the Sunset Center Retaining Walls Repair Project, Ausonio prepared a preliminary construction cost estimate based on the final ZFA Engineering plans and specifications. The estimate far exceeds the available budget. Staff is looking into scaling back the scope of the leaning Carmel stone wall along Eighth Avenue, deferring the extension of the concrete outer wall along Mission Street up to Eighth, and setting up other repairs as Bid Additives in the bidding documents. The cost estimate will be independently scrutinized as well. Bidding may be pushed until early 2025.

Wallace Group Projects:

Attachment 5

- For the FY 2024/25 Conglomerate Paving Project, staff reviewed the Engineer's cost estimate, of the 90% plans, totaling \$2.6M, which is below the budget of \$2.8M. Several bid additives were identified to ensure the construction contract can be awarded within budget. Bidding is forecasted by late 2024/early 2025 with construction commencing in the Spring of 2025.
- For the Shoreline Infrastructure Repair Project, which is combined with Reconstruction of the Fourth Avenue Outfall Wall Project, negotiations continue with the selected firm, Moffat & Nichol. By reducing the scope of services, phasing certain services to a later date, and renegotiating fees, the overall cost is now aligned to the budget. The firm also reconsidered their requested modifications to the PSA, and a compromise appears to be in hand. The corresponding PSA is anticipated to be submitted to Council for award in January.

Additional Capital Improvement Projects:

- For CalAm Water's Dolores Water Main Replacement Project between Santa Lucia and Eighth Avenues, following the installation of asphalt berms by City Street crews, CalAm's contractor slurry sealed the entire width of the street, and subsequently restored paving stripes and parking tees. This completes the field work, and a final review of the encroachment permit's special conditions of approval will close out this project.
- For the Mission Trail Nature Preserve (MTNP) 3 Drainage Projects, the Contractor completed all three projects: the drainage piping near the Rio Road entrance, an 85-foot boardwalk over a bog, and the large swale on the Willow Trail. By the end of the month, the Contractor revegetated the disturbed site, completed punch list items, demobilized from the site, and, under a change order, repaired a drainage sink hole located near Eighth Avenue and Scenic Road. The project was completed below budget. The City Council and the Forest and Beach Commission will conduct a Tour of Inspection of this Project on November 4th at 3:30 pm.
- For the 4 City-wide Drainage Improvements Project, staff's evaluation of the low bidder's prices, estimated total project cost of \$1.3M, and available budget of \$1.2M revealed that approximately \$80k will be needed from the FY 2024/25 Contingency Fund to award the Base Bid. The Base Bid contains three projects which were included in the Storm Drain Master Plan Update as high priorities. A fourth project, for regrading and installation of a headwall at the Acacia Way drainage pipe, would address a drainage nuisance, but should be deferred rather than further tap into the Contingency Fund. Award of the contract is scheduled in December.
- For the Rule 20A Undergrounding Project, a Public Meeting was held on October 7th which included a presentation of Rule 20A funding and noted the Ad Hoc Committee's anticipated recommendation to Council to establish an Underground Utility District at the Del Mar parking lot. The public consensus was supportive of moving forward with this plan.
- For the Carmel Area Wastewater District's (CAWD) Santa Rita and Guadalupe Streets Pipe Bursting Project, staff finished preparing 53 special conditions of approval for the proposed Encroachment Permit, prepared the staff report, and coordinated with CAWD for a presentation on the project at the November 5th Council meeting.
- Met with representatives of Wave Astound Broadband to discuss the results of the October Council meeting, review undergrounding options, and explore possible other concessions to make the proposed fiber optic project more palatable to the community.

Street Maintenance

- The Homecoming Parade, Pumpkin Roll, and Halloween/City Birthday Parade activities were all well attended and went smoothly. Public Works supported these events by setting up No Parking and detour signs, median island fencing, and barricades, supporting the Police and Community Activities Departments with traffic control and other logistical needs, and providing additional staffing and trash bins.

- Completed the Annual Storm Drain Inspection Program after inspecting and cleaning every drainage pipe, culvert, open channel, inlet, and other facilities throughout the City.
- Implemented the Wet Weather Diversion system by removing the plates in the storm drains along the shoreline to allow rain water to pass through and out onto the beach.
- Set up the public sandbag station in the Vista Lobos parking lot.
- Patched damaged street areas and installed berms at several locations using hot mix asphalt.
- For the City Hall Parking Lot Resurfacing Project, removed striping, crack sealed, power washed, and applied an asphalt seal coat. In early November, the parking lot will be restriped, including with an ADA-accessible van parking space, new tire stops, signs, and a bike rack will be installed, and finally, landscaping will be added around the retaining wall which was constructed last year.
- Obtained quotes and ordered three large City signs to replace the deteriorated signs located along the bus parking area along Junipero Street at the Carmel Plaza.
- Replaced a damaged sewer cleanout box in the sidewalk on Dolores Street, south of Fifth Avenue, which was the responsibility of the private business owner.
- Substantially completed placing wood chips along the Serra and Willow Trails in the MTNP.
- Continued making priority repairs for sidewalks, split rail fences, and traffic signs.

Forestry, Parks, and Beach

Carmel Forest Master Plan (CFMP):

- Special public meetings were held at Carpenter Hall on October 28th and 29th with the Forest & Beach Commission, Steering Committee, Forestry staff, and consulting ecologist Nikki Nedeff. The meetings' primary goal was for the Steering Committee to review the administrative draft of the CFMP and provide feedback. Staff was given direction for edits and will bring the draft back to the Committee when complete.
- A letter and final report were submitted to, and accepted by, CalFire to terminate the CalFire Grant for the Carmel Forest Master Plan Project. The City received no revenue of the \$150,000 grant despite enormous administrative efforts by staff to follow the grant application requirements.
- Commenced a qualifications-based selection process to retain a consultant to perform an environmental CEQA analysis of the final CFMP when it is ready. Statements of Qualifications submitted by eight environmental firms were reviewed by a committee, and three firms were short-listed for project-specific proposals and/or interviews.

Contractors:

- Tree contractor Tope's Tree Service removed a dying pine below Fourth Avenue as a head start for 30 additional tree removals to be issued under a new Task Order.
- As work is completed, task orders will continue to go out to the three tree contractors to catch up with the poor, very poor, and dead trees identified in the City's tree survey.
- Staff met with City landscape maintenance contractor Town & Country to discuss watering of newly-planted City trees as well as to supplement landscape maintenance along the Scenic Pathway.

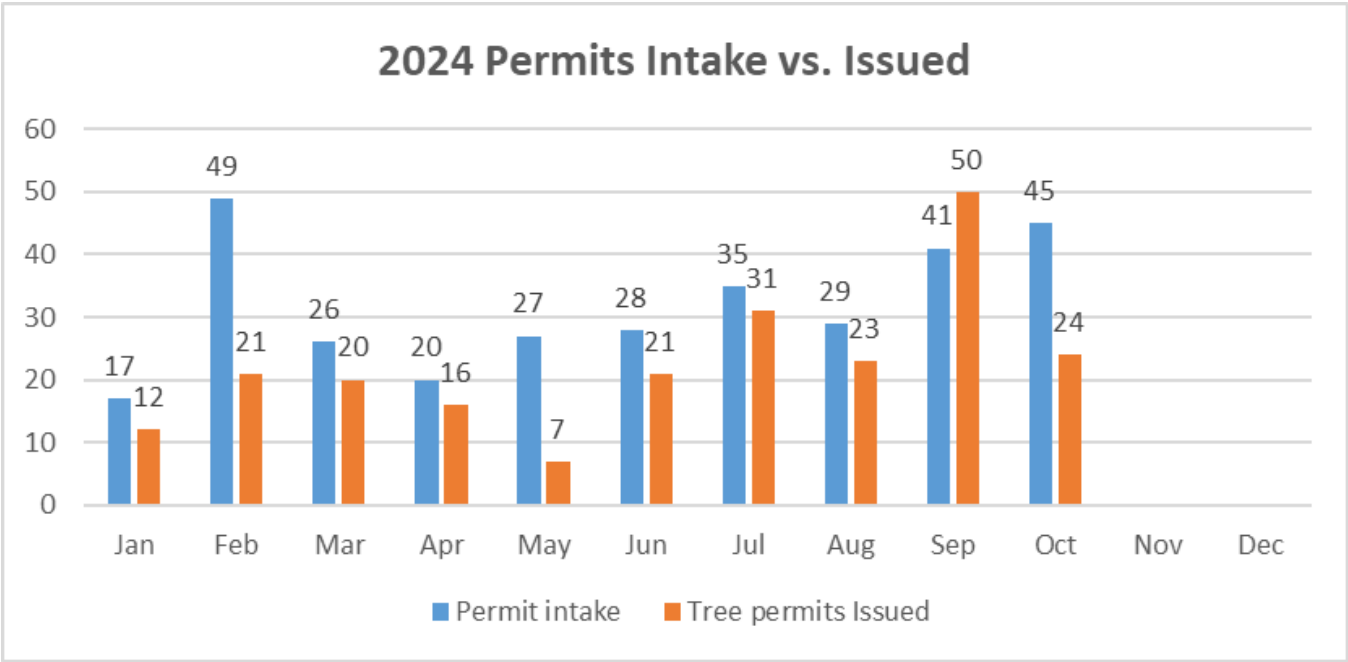
City Crews:

- In October, Forestry crews planted 8 new trees, pruned 15 trees, removed 10 dead or dangerous trees, and ground 5 stumps. Trees planted were 5 Monterey pines and 3 Monterey cypress.
- Pruned trees around the Sunset Center Cottages to allow space for the contractor to proceed with the Cottage Window Repairs Project.

- Staked new trees planted by a tree service contractor who did not properly stake them.
- Began to trim overgrown acacia at the North Dunes Habitat Restoration site.

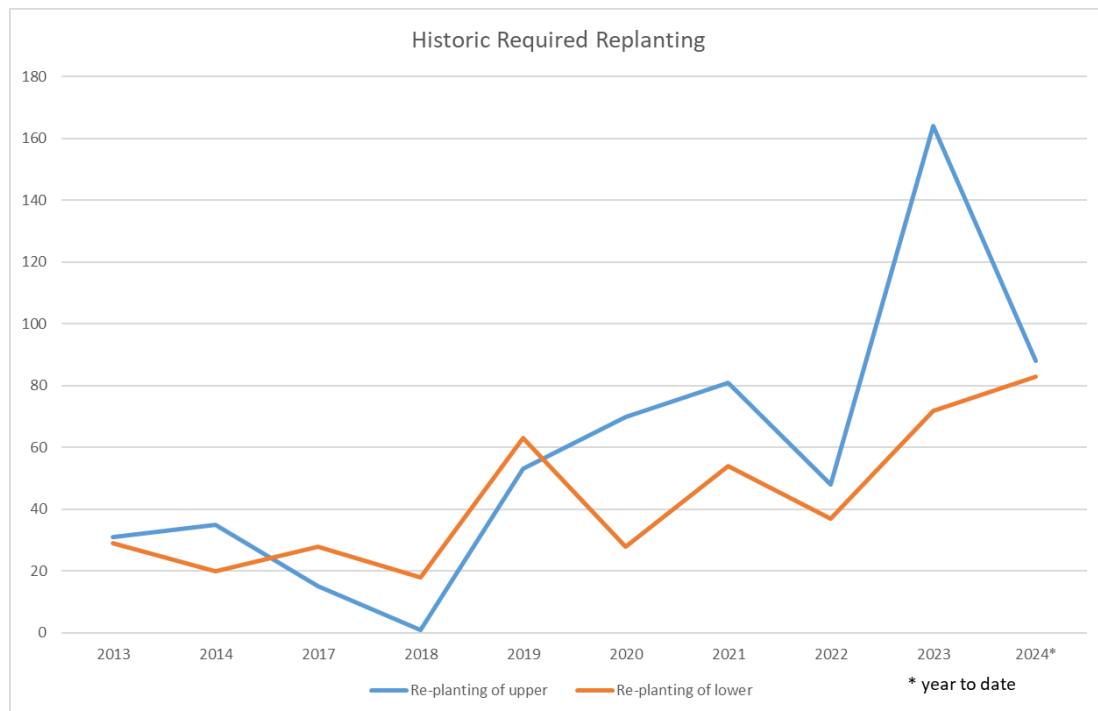
Permit Information

2024 Permitted removals, pruning, and required planting												
	Tree permits received	Tree permits Issued	Site Inspections Performed	Total Prunings	Total Removals	Removal of Upper	Removal of Lower	Required to Plant Upper	Required to Plant Lower	No room for new tree	Meets Density Rec.	Total Number of Trees Required
January	17	12	1	4	8	6	2	5	1	0	2	6
February	49	21	4	6	21	11	10	3	3	0	0	6
March	26	20	3	5	27	14	13	4	7	0	0	11
April	20	16	3	3	15	8	7	5	5	0	0	10
May	27	7	4	3	8	5	3	2	1	0	0	3
June	28	21	8	17	21	5	16	4	5	2	11	9
July	35	31	9	5	16	8	8	11	15	0	1	26
August	29	21	8	13	13	8	5	7	9	0	1	16
September	41	35	15	22	46	16	30	36	25	0	1	51
October	45	24	11	19	21	9	12	11	12	0	2	23
November												
December												
2024 Totals	317	208	66	97	196	90	106	88	83	2	18	161

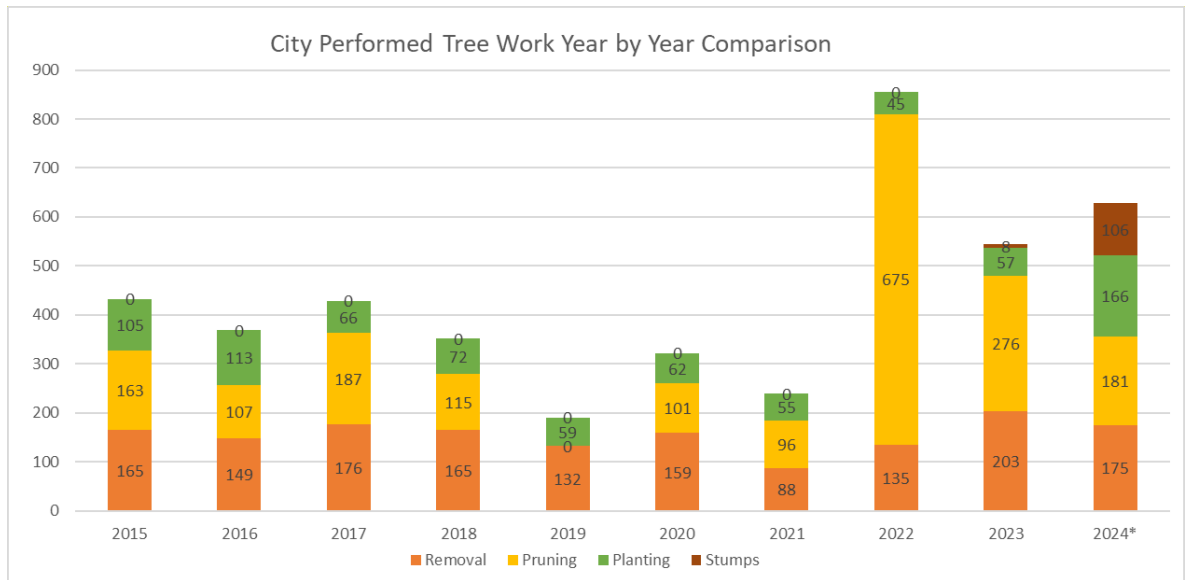


Historic permitted removals and required planting		
	Re-planting of upper	Re-planting of lower
2013	31	29
2014	35	20
2017	15	28
2018	1	18
2019	53	63
2020	70	28
2021	81	54
2022	48	37
2023	164	72
2024*	88	83
	*year to date	

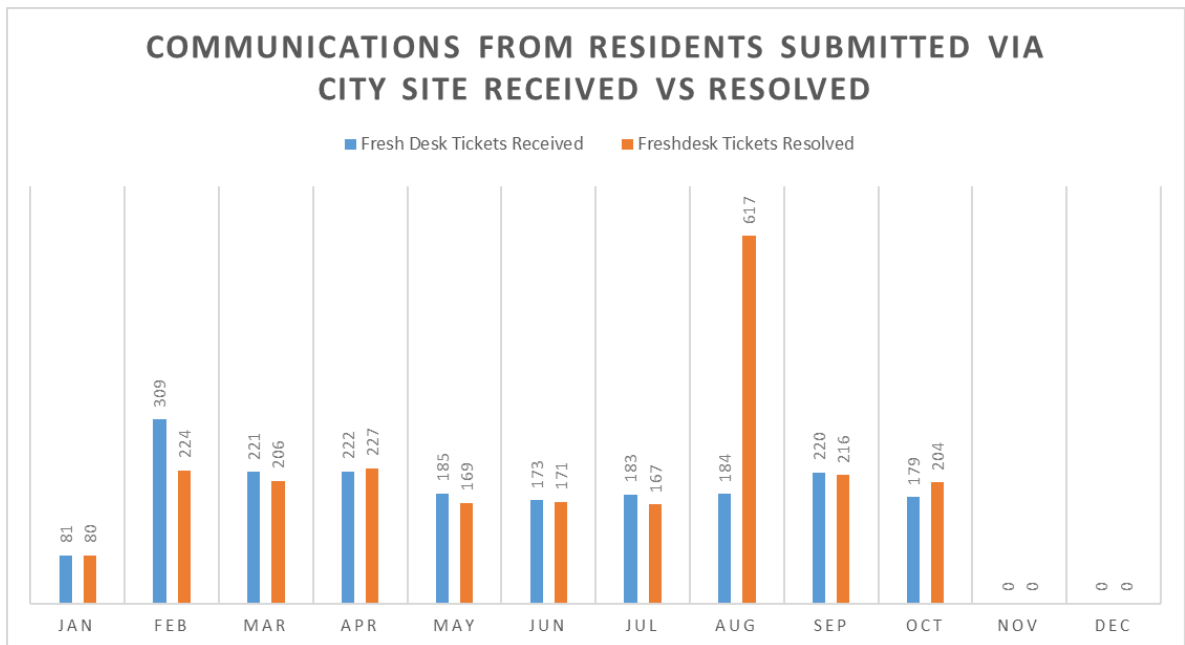
Historic permitted removals and required planting								
Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023	324	211	113	223	164	72	68.83%	336
2024	196	90	106	161	88	83	82.14%	332



City Forestry, Parks, and Beach Activities



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



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



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

December 2, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Jane Hogan, Accountant

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: October 2024 Check Register Summary

RECOMMENDATION:

Approve the check register for October 2024.

BACKGROUND/SUMMARY:

The check register is a financial report generated from the City's financial system (**Attachment 1**). It categorizes checks by the responsible department or function, providing essential information such as the check number, vendor name, purchase description, check issue date, and the check amount.

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 therefore are not subject to disclosure under the Public Records Act.

As a supplement to the check register, staff have included information about the contract balances for vendors who received payments during the month of October 2024. This data can be found on the last page of the report.

The check register provides valuable insights into the City's financial transactions, ensuring transparency and accountability in our financial operations. The exclusion of certain legal services payments adheres to the California Supreme Court's guidelines, safeguarding attorney-client privilege. The contract balance information further enhances our financial transparency.

FISCAL IMPACT:

The check register summary for October 2024, totals \$1,568,260.44.

PRIOR CITY COUNCIL ACTION:

Council ratified the September 2024 check register at the November 3, 2024 special council meeting.

ATTACHMENTS:

Attachment 1) October 2024 Check Register

October 2024 Check Register

			Attachment 1	
Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 000 ____				
54401	County of Monterey-Treasury Division	Revenue distribution Sept 2024	10/04/2024	5,037.50
101124001	CALPERS	Active Medical Premium	10/11/2024	136,877.32
Total for Department: 000 ____				141,914.82
Department: 110 City Council				
54413	Monterey County Business Council	Partner Membership	10/04/2024	500.00
54418	Peninsula Messenger LLC	Mail service sorting and delivery	10/04/2024	7,304.00
54428	US Bank	CC Meeting supplies - Costco	10/04/2024	107.94
Total for Department: 110 City Council				7,911.94
Department: 111 City Administration				
54392	Amazon Web Services Inc	Data and cloud storage fees	10/04/2024	536.82
54393	AT&T	Telephone service citywide	10/04/2024	2,430.96
54402	Digital Deployment	Website support agreement:Maint, training, security and updates	10/04/2024	700.00
54405	Hacienda	City event catering Forest Hill Park 8/29/24	10/04/2024	7,433.00
54407	Iron Mountain	Records storage and management services	10/04/2024	1,128.66
54416	Palo Alto Networks Public Sector,LLC	Pan-Prisma Pubcloud package	10/04/2024	7,499.52
54420	Pitney Bowes Inc	Postage meter repairs	10/04/2024	90.67
54425	SHI International Corp	15 Workstations-Hardware	10/04/2024	3,679.92
54426	T-Mobile	Monthly cell service, usage and purchases	10/04/2024	1,028.44
54428	US Bank	Constant Contact	10/04/2024	81.00
54428	US Bank	IT expenses Freshworks	10/04/2024	232.00
54428	US Bank	Office supplies Admin	10/04/2024	49.00
54428	US Bank	League of Cal Cities	10/04/2024	550.00
54428	US Bank	Alta Launguage Services	10/04/2024	55.00
54433	Benefit Coordinators Corporation (BCC)	Cobra Monthly Admin Fee	10/11/2024	83.60
54436	Carmel Pine Cone	Legal noticing	10/11/2024	375.00
54439	Copies By-The-Sea	Agenda printing services	10/11/2024	890.82
54451	Municipal Resource Group, LLC	City Administrator evaluation	10/11/2024	1,187.50
54466	Verizon Wireless	Cell phone sales and usage	10/11/2024	3,924.36
54480	Alhambra	Water service-City Hall	10/18/2024	283.29
54481	AT&T	Telephone service citywide	10/18/2024	1,053.09
54488	Comcast Business	NonNGEN internet and recurring charges	10/18/2024	644.40
54498	Image Sales	Employee ID Badges	10/18/2024	24.16
54502	Marisa Bermudez	Reimburse for travel expenses 9/30/2024	10/18/2024	592.05
54504	Office Depot, Inc.	Office supplies Admin	10/18/2024	120.75
54506	Pitney Bowes Bank Inc Purchase Power	Postage meter refills	10/18/2024	2,112.04
54510	Same Day Shred	Admin-Document shredding services	10/18/2024	50.00
54513	SHI International Corp	Crowdstrike software subscription per quote	10/18/2024	11,552.27
54518	US Bank	HR recruiting expenses - CP&B Director	10/18/2024	1,069.95
54518	US Bank	Lunch meeting with Council Member Ferlito	10/18/2024	49.77
54518	US Bank	Stationary for "Bone to the City" Program	10/18/2024	52.35
54518	US Bank	Lunch meeting Swanson & Bermudez	10/18/2024	69.93
54518	US Bank	Office supplies Admin	10/18/2024	74.29
54525	Chavan and Associates, LLC	Financial auditing services	10/25/2024	9,125.00
54537	US Bank	NYT Subscription	10/25/2024	20.00
54537	US Bank	Employee Appreciation lunches	10/25/2024	381.16
101124001	CALPERS	Medical Admin Fees	10/11/2024	420.63
Total for Department: 111 City Administration				59,651.40
Department: 112 City Attorney				
54395	Burke,Williams & Sorensen, LLP	City Attorney services	10/04/2024	75,705.00
54459	Sloan Sakai Yeung & Wong	Legal services	10/11/2024	687.00
54483	Best Best & Krieger, Attorney At Law	Legal fees:Telecommunications issue, Verizon litigation	10/18/2024	336.50
Total for Department: 112 City Attorney				76,728.50
Department: 115 Community Planning & Building				
54493	FedEx	Shipping fees-Planning	10/18/2024	45.51
54499	Jermel Laurie	Reimburse for conference expenses	10/18/2024	638.58
54501	Margaret Clovis	Historical evaluation flat rate/ Chevron	10/18/2024	1,668.00

54504	Office Depot, Inc.	FY 23-24: Office Supplies, CP&B Dept.	10/18/2024	219.31
54518	US Bank	Refreshments for Community Workshop Housing Element meeting	10/18/2024	73.69
54518	US Bank	OpenAI ChatGPT subscription	10/18/2024	60.00
54518	US Bank	Int'l Code Council and ICC Peninsula Chapter - Duane and Jermel	10/18/2024	425.00

Attachment 1

Total for Department: 115 Community Planning & Bu 3,130.09

Department: 116 Police

54404	Federico's Embroidery	PD : CERT expenses	10/04/2024	77.98
54417	Paul Tomasi	PD Training expenses	10/04/2024	82.40
54429	Wanda Vollmer	Reimburse for new trailer outfitting expenses	10/04/2024	863.52
54446	Michael Bruno	M Bruno reimburse for travel-SLI Session 7 training	10/11/2024	854.20
54450	Monterey Signs	PD- CERT Trailer outfitting expense	10/11/2024	863.10
54453	Office Depot, Inc.	PD Office supplies	10/11/2024	331.13
54460	T2 Systems Canada Inc.	Digital Iris Scanner Service	10/11/2024	75.00
54461	T2 Systems, Inc	Automated Owner Lookups/Color Mailed Letters	10/11/2024	843.37
54462	Transunion Risk & Alterna	PD: Monthly fee for information services	10/11/2024	75.00
54486	Carmel Towing & Garage	PD Fuel charges	10/18/2024	3,747.11
54500	Legal Notification Services Inc	PD:Subpoena server services	10/18/2024	846.02
54509	Salinas Valley Pro Squad	PD Uniform and service clothes	10/18/2024	142.00

Total for Department: 116 Police 8,800.83

Department: 117 Fire

54431	Alhambra	Water service-Fire Dept	10/11/2024	188.95
54432	American Supply Company	Fire Dept janitorial supplies	10/11/2024	193.37
54438	City Of Monterey	FY 24-25 Monthly fee Interim Fire Admin/Emerg Incident Mgmt	10/11/2024	275,779.93
54447	Mission Linen Service	Fire Dept laundry service	10/11/2024	261.76
54449	Monterey Sanitary Supply	Fire Dept. Housekeeping supplies	10/11/2024	198.08
54482	Bauer Compressors	Annual PM service 1 Bauer compressor	10/18/2024	1,854.24
54486	Carmel Towing & Garage	Fire Dept. Gas Expense	10/18/2024	626.63
54503	Mission Linen Service	Fire Dept laundry service	10/18/2024	128.14

Total for Department: 117 Fire 279,231.10

Department: 118 Ambulance

54438	City Of Monterey	Ambulance Administration fee	10/11/2024	2,268.50
54456	Peninsula Welding & Medical Supply, inc.	Ambulance Dept-Oxygen/hazardous materials transport service	10/11/2024	125.11
54469	Wittman Enterprises, LLC	Ambulance billing service	10/11/2024	2,671.08
54484	Bound Tree Medical LLC	Medical supplies	10/18/2024	2,709.38
54486	Carmel Towing & Garage	Amb Dept. Gas Expense	10/18/2024	693.58
54523	Wittman Enterprises, LLC	Ambulance billing service	10/18/2024	2,424.60

Total for Department: 118 Ambulance 10,892.25

Department: 119 Public Works

54389	Ailing House Pest Control	FM Pest control services Citywide	10/04/2024	125.00
54390	Alhambra	Water for PW	10/04/2024	296.82
54394	Beau King	Boot reimbursement per MOU 24/25 FY	10/04/2024	349.60
54397	Carmel Cares-Dale Byrne, President	Scenic Landscape Barrier Project. 9/8/24 #0042 and #0035. 9/3/24	10/04/2024	4,660.16
54398	Carmel Pine Cone	Legal noticing 9/6/24 #2436MND012	10/04/2024	550.00
54399	Cate Electrical Co., Inc.	Replace fan motor. 8/30/24 #48792	10/04/2024	977.50
54400	Cintas Corporation	Uniform Services	10/04/2024	426.98
54403	Edges Electrical Group	FM Plumbing/elec supplies	10/04/2024	515.84
54408	Legacy Roofing and Waterproofing Inc	FM Roof repairs Citywide	10/04/2024	981.00
54409	M3 Environmental Consulting	FM HAZ Mat testing	10/04/2024	1,100.00
54410	Michael Feher	boot reimbursement per MOU 24/25 FY	10/04/2024	230.49
54411	Mario Soto Mirage Window Cleaning	FM Window cleaning citywide	10/04/2024	170.00
54412	MJ Murphy Lumber and Hardware	Lumber	10/04/2024	543.24
54414	Otis Elevator Company	FM Elevator maintenance services	10/04/2024	502.86
54422	Robert Half	Temp help in Forestry	10/04/2024	4,336.25
54423	Scarborough Lumber & Building	Public Works Streets supplies	10/04/2024	450.92
54424	Sentry Alarm Systems	FM Alarm services	10/04/2024	195.00
54427	Town and Country Gardening	Tree work in City	10/04/2024	15,449.18
54428	US Bank	Shipping Supplies for Facilities 9/6/24 CW	10/04/2024	100.40
54428	US Bank	Breakroom coffee maker	10/04/2024	98.31
54430	A & B Fire Protection and Safety, Inc	SSC repair leak on CPVC sprinkler. 8/30/24 #1323855	10/11/2024	4,235.00
54435	California Premier Restoration	SSC emergency construction repair. 9/19/24 #240808.1	10/11/2024	25,571.84
54437	Cintas Corporation	Uniform Services	10/11/2024	223.43
54440	Drought Resistant Nursery	Forestry Materials and Supplies.	10/11/2024	211.19

54441	Edges Electrical Group	FM Plumbing/elec supplies	10/11/2024	171.98
54443	Forestry Suppliers, Inc	F & B Materials and supplies	10/11/2024	927.21
54444	Granite Rock Company	Supplies for PW Streets	10/11/2024	93.08
54448	MJ Murphy Lumber and Hardware	Lumber	10/11/2024	77.83
54454	Otis Elevator Company	FM Elevator maintenance services	10/11/2024	431.16
54455	Pebble Beach Company	Plants for City locations #Plants092324	10/11/2024	1,095.00
54458	Sentry Alarm Systems	FM Alarm services	10/11/2024	3,532.54
54463	Uline Inc.	Uline	10/11/2024	1,247.40
54464	US Bank	Public works hats	10/11/2024	239.40
54464	US Bank	Concrete grinder	10/11/2024	455.73
54464	US Bank	Gator hose and plastic bumper repairs	10/11/2024	23.71
54464	US Bank	Forestry Materials and Supplies.	10/11/2024	40.09
54479	Ailing House Pest Control	FM Pest control services Citywide	10/18/2024	514.00
54486	Carmel Towing & Garage	Fuel for PW vehicles	10/18/2024	2,160.99
54494	Golden State Portables	Portable restroom rentals	10/18/2024	460.46
54495	Granite Construction Company	Asphalt	10/18/2024	1,108.89
54496	Granite Rock Company	Supplies for PW Streets	10/18/2024	1,004.39
54507	Pureserve Building Service	FM Janitorial services Citywide	10/18/2024	22,428.86
54508	Robert Half	Temp help in Forestry	10/18/2024	1,602.84
54511	Scarborough Lumber & Building	FM Materials and Supplies	10/18/2024	225.79
54512	Sentry Alarm Systems	FM Alarm services	10/18/2024	250.00
54517	Tope's Tree Service Inc.	Tree work in City	10/18/2024	2,730.00
54519	Valley Hills Nursery	Plants and Trees	10/18/2024	143.97
54521	West Coast Arborists Inc .	Tree work in City	10/18/2024	2,838.00
54526	Christopher Dinner Heating Inc	Replace exhaust fans at CH RR 10/2/24 #24632	10/25/2024	6,964.43
54527	Cintas Corporation	Uniform Services	10/25/2024	410.10
54528	Edges Electrical Group	FM Plumbing/elec supplies	10/25/2024	241.08
54529	Golden State Portables	Portable restroom rentals	10/25/2024	1,733.00
54530	Granite Construction Company	Asphalt	10/25/2024	1,879.11
54531	Granite Rock Company	Supplies for PW Streets	10/25/2024	702.36
54533	David Sollid Marina Backflow Company	FM Backflow services	10/25/2024	550.00
54536	Scarborough Lumber & Building	FM Materials and Supplies	10/25/2024	76.93

Total for Department: 119 Public Works	118,661.34
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Department: 120 Library

54415	Pacific Grove Self Storage	Storage Unit - Document storage	10/04/2024	466.90
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Total for Department: 120 Library	466.90
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Department: 121 Community Activities

54534	Office Depot, Inc.	monitor riser	10/25/2024	59.39
54537	US Bank	Candy, chips, decorations - Halloween & Sandcastle	10/25/2024	483.55

Total for Department: 121 Community Activities	542.94
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Department: 122 Economic Revitalization

54520	Visit Carmel	Marketing and Economic Development funding FY 24-25	10/18/2024	30,000.00
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Total for Department: 122 Economic Revitalization	30,000.00
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Department: 130 Non-Departmental

54391	Alliant Insurance Services	AD&D Accident Medical Police 9/29/2025-9/29/2025	10/04/2024	250.00
54419	PG&E	Citywide gas and electric services	10/04/2024	318.60
54421	Prism Public Risk Innovation	Employee Assistance Program Oct-Dec 2024	10/04/2024	46,868.31
54434	Cal-Am Water Company	Water service citywide	10/11/2024	20,884.83
54457	PG&E	Citywide gas and electric services	10/11/2024	40.06
54505	PG&E	Citywide gas and electric services	10/18/2024	18,848.03
101124001	CALPERS	Retired Medical Premium	10/11/2024	7,065.00

Total for Department: 130 Non-Departmental	94,274.83
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Department: 311 Capital Projects

54388	4Leaf, Inc	Project Management Services:PD/PW Building projects per contract	10/04/2024	3,002.41
54396	California Constructors	All equipment, material and laor to complete City Hall Roof Repl	10/04/2024	45,436.60
54397	Carmel Cares-Dale Byrne, President	Scenic Landscape Barrier Project. 9/8/24 #0042 and #0035	10/04/2024	2,971.67
54406	Indigo/Hammon & Playle Architects, LLP	Prep functional program report, concept drawings and cost estima	10/04/2024	10,851.00
54442	EMC Planning Group, Inc	Outreach Adaptation Pathway Development	10/11/2024	31,724.52
54467	Wallace Group	Streets Resurfacing	10/11/2024	17,497.50
54468	West Coast Door & Gates	Norton Garage gate repair and batteries replaced 9/26/24 #2494	10/11/2024	395.00
54489	Davey Resource Group, Inc.	Admin support UFMP	10/18/2024	8,737.50

54516	Ten Over Studio, Inc	City Hall Roof Replacement	10/18/2024	1,597.50
54524	ZFA Structural Engineering	SSC Retaining Wall Repairs	10/18/2024	1,620.00

Attachment 1

Total for Department: 311 Capital Projects123,833.70

Department: 411 Debt Service

54465	US BANK St. Paul	Principal and interest payment Carmel Pub Imp Auth 2020 Ref LRBS	10/11/2024	445,784.20
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Total for Department: 411 Debt Service445,784.20

Department: 513 Veh & Equip Replacement

54445	Jays Tires	Outfitting new police vehicle	10/11/2024	30,610.74
54452	National Auto Fleet Group	2024 Ford F-750 Dump Truck	10/11/2024	135,824.86

Total for Department: 513 Veh & Equip Replacement166,435.60

Grand Total1,568,260.44



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

December 2, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Resolution 2024-092, Establishing the meeting dates of the City Council for calendar year 2025

RECOMMENDATION:

Adopt Resolution 2024-092, Establishing the meeting dates of the City Council for calendar year 2025.

BACKGROUND/SUMMARY:

The Municipal Code requires that the City Council adopt an annual calendar of meeting dates each December for the following year. This process includes a preliminary meeting between the Mayor and Mayor Pro Tem, who prepare and present the proposed calendar for the Council's approval. The Mayor and Mayor Pro Tem have completed this step and the attached Resolution (**Attachment 1**) outlines the proposed dates for Regular and Special City Council meetings for the 2025 calendar year.

The City's Municipal Code states the City Council Regular Meetings are held on the first Tuesday of the month beginning at 4:30 pm and a Special Meeting is typically held on the Monday prior to the regular meeting of the month, unless otherwise established from time to time by resolution. On days where a Tour of Inspection is held on a Regular or Special City Council meeting date, the time and location of the tour will be designated on the agenda posted for that meeting.

The attached Resolution includes the proposed dates for the 2025 calendar year, including adjustments for the months where a holiday occurs in the first week. Adoption of this Resolution aims to create a balanced meeting schedule while providing sufficient time for agenda preparation and review.

FISCAL IMPACT:

No direct fiscal impact for this action.

PRIOR CITY COUNCIL ACTION:

Council adopted Resolution 2023-105 on December 4, 2023, establishing the meeting dates of the City Council for calendar year 2024.

ATTACHMENTS:

Attachment 1) Resolution 2024-092

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

RESOLUTION NO. 2024-092

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
ESTABLISHING THE MEETING DATES OF THE CITY COUNCIL FOR CALENDAR YEAR
2025**

WHEREAS, Section 2.04.010 of the City's Municipal Code stipulates that the Council regular meetings are held on the first Tuesday of the month beginning at 4:30 p.m. and the Tour of Inspection (Special Meeting) are held on the Monday prior to the regular meeting of the month, unless otherwise established from time to time by Resolution; and

WHEREAS, the Mayor and Mayor Pro Tem have proposed the 2025 Council Meeting Calendar to establish a balanced calendar, taking into consideration City Holidays, to allow sufficient time for agenda packet preparation and review; and

WHEREAS, the proposed 2025 City Council Meeting dates and a date for the Public Improvement Authority annual meeting are attached as Exhibit A.

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

Approve the calendar of the City Council Meetings for calendar year 2025 as attached hereto as Exhibit A.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA
this 2nd day of December 2024, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Nova Romero, MMC
City Clerk

EXHIBIT A

2025 City Council Meeting Dates

Special Council Meeting (Monday preceding the Regular meeting) 4:30 p.m.	City Council Regular Meeting (Tuesday) 4:30 p.m.
January 13*	January 14*
February 3	February 4
March 3	March 4
March 31	April 1
May 5	May 6
June 2	June 3
June 30	July 1
August 4	August 5
September 8*	September 9*
October 6	October 7
November 3	November 4
December 1	December 2

*Due to holiday the first week of the month



CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

Staff Report

December 2, 2024
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Brandon Swanson, Assistant City Administrator

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Resolution 2024-093 authorizing a refund of Building Permit Title 15 Plan Check fees in the amount of \$3,486.75 to Jan Nash for Building Permits BP 240165 (Nash) and BP 240202 (Nash – Garage)

RECOMMENDATION:

Adopt Resolution 2024-093 authorizing a refund of Building Permit Title 15 Plan Check fees in the amount of \$3,486.75 to Jan Nash for Building Permits BP 240165 (Nash) and BP 240202 (Nash – Garage).

BACKGROUND/SUMMARY:

The project applicant, Adam Jeselnick, submitted two Building Permit applications on behalf of the property owner, Jan Nash on April 12, 2024 for the remodel of a two-story single family residence and construction of a new detached garage. The associated application fee of \$4,649.00 for both permit applications was assessed by the building department and subsequently paid by the property owner on May 6, 2024. Following the payment of application fees, the applicant requested that the project review be placed on hold pending additional changes. On September 13, 2024 the application was formally withdrawn by the applicant on behalf of the property owner and a request for refund of the application fees was submitted. As the project was requested to be on hold, staff had not yet determined the application to be complete prior to the request for withdrawal.

This item is on the Council's agenda to authorize a refund of 75% of the permit fee costs, \$3,486.75, in accordance with CMC Section 17.02.120 (Fees) which allows a partial refund of fees in the amount of 75% for applications that are withdrawn before a determination has been made as to whether the application is complete.

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

FISCAL IMPACT:

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

PRIOR CITY COUNCIL ACTION:

None.

ATTACHMENTS:

Attachment 1) Resolution 2024-093

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

RESOLUTION NO. 2024-093

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING
A REFUND OF A BUILDING PERMIT TITLE 15 PLAN CHECK FEE IN THE AMOUNT OF \$3,486.75
TO JAN NASH FOR BUILDING PERMITS BP 240165 (NASH) AND BP 240202 (NASH – GARAGE).**

WHEREAS, the applicant, Adam Jeselnick, architect, submitted two Building Permit Applications, BP 240165 (Nash) and BP 240202 (Nash - Garage) on behalf of the property owner, Jan Nash, on April 12, 2024; and

WHEREAS, the Building Permit Title 15 Plan Check fee assessed for both permit applications totaled \$4,649.00; and

WHEREAS, the Building Permit Title 15 Plan Check fees were paid by the property owner on May 6, 2024; and

WHEREAS, on May 6, 2024 the project applicant requested that the permit application reviews be placed on hold pending additional changes; and

WHEREAS, on September 13, 2024 the applicant stated that the property owner has chosen to withdraw the building permit applications; and

WHEREAS, the City's Building Department did not make a determination of completeness on either application; and

WHEREAS, CMC Section 17.02.120 (Fees) allows a partial refund of permit fees in the amount of 75% for applications that are withdrawn before a determination of completeness is made; and

WHEREAS, the applicant is entitled to a 75% refund of the permit fee which amounts to \$3,486.75; and

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

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

Authorize a Refund of Building Permit Title 15 Plan Check Fees in the Amount of \$3,486.75 to Jan Nash for Building Permits BP 240165 (Nash) and BP 240202 (Nash – Garage).

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this
2nd day of December 2024, by the following vote:**

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dave Potter
Mayor

Nova Romero, MMC
City Clerk