



CITY OF CARMEL-BY-THE-SEA

Monthly Report

Public Works Department

February 2023

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert M. Harary, P.E., Director of Public Works
SUBMITTED ON:	March 1, 2023
APPROVED BY:	Chip Rerig, City Administrator

City Council Meeting of February 7, 2023

- Adopted Resolution 2023-013, declaring six City vehicles as surplus and authorizing their sale at public auction. Total value is estimated at \$27,000.
- Adopted Resolution 2023-014, approving Amendment No. 1 to the Professional Services Agreement with Ten Over Studios, for a fee not-to-exceed \$78,900, for architectural and engineering services associated with five facility renovation projects.
- Adopted Resolution 2023-015, approving Purchase Orders to John Ley's Tree Service and Tope's Tree Service, in the amounts of \$50,000 and \$40,000 respectively, for storm-related tree removals and tree debris clearing.
- The Police Building Project's Ad Hoc Committee received full Council approval to authorize staff to issue a Request for Proposals (RFP) for architectural services, for firms with expertise in Police operations and facilities design, to conduct a thorough code, operational, safety, and deferred maintenance evaluation of the Police building.

Planning Commission Meeting of February 8, 2023

- Approved a Coastal Development Permit for the Mission Trail Nature Preserve (MTNP) Well Abandonment, and Tank/Pump House Removal Project, subject to certain environmental conditions.
- Approved a Coastal Development Permit for the MTNP – 3 Drainage Project, which includes piping, a hardened swale, and a short, elevated boardwalk, subject to certain environmental conditions.
- Notices of Exemption for both MTNP Projects were filed and recorded.

Forest and Beach Commission Meeting of February 9, 2023

- Horticulture professor Alan Wheat introduced an alternative landscaping design for the Ocean Avenue Median Islands, as a public comment. This item will return to the Commission for detailed review.
- Due to a medical emergency by the Applicant's attorney, the Public Hearing for TR 23-017 (Purcell & Tutelian), regarding hedges along San Antonio Avenue southwest of Second Avenue, was postponed to a date uncertain.
- Representatives of the Leadership Carmel class of 2023 introduced two potential Legacy Projects: improvements to memorials at Devendorf Park, and play equipment at Forest Hill Park. Based on initial feedback, the Applicant will return for approval at the March meeting.
- Presented the Forester's and Public Works Reports for January 2023.

Public Works Department Report – February 2023

City Council Special Meeting of February 21, 2023

- Public Works received a \$370,000 supplemental budget allocation, predominantly to cover additional Facility Maintenance contract services and materials (\$187k), storm recovery expenses (\$100k), and Environmental Compliance services (\$28k).

Traffic Safety Committee Meeting of February 28, 2023

- Reviewed Monterey Salinas Transit's request to remove 4 parking stalls in front of bus stops at N/E Junipero Street & Fourth Avenue and N/E San Carlos Street & Ninth Avenue, and a request for a red curb at the Rio Road & Lasuen Drive bus stop. The red curb on Rio Road was approved. Further review, mapping, and discussions with adjacent businesses will be conducted for the remaining sites.
- A decision regarding an Applicant's request to install a wooden fence along the west side of Carpenter Street, 2 NW of First Avenue, was deferred pending a speed study and discussion with Monterey County regarding potential speeding concerns along Carpenter Street north of the City Limits.
- Reviewed traffic and parking issues along Dolores Street, between Vista and First Avenues, particularly during drop off and pick up of students at Stevensen School. Representatives of the school provided excellent comments about their efforts to reduce impacts to date. Code Enforcement to address neighboring property's efforts to block parking in the public right-of-way, and Public Works and the School will evaluate signage for alternative routes for drivers not needing to go to the school during drop off times, and potentially other signs and/or street markings, to reduce impacts.
- Denied a request to make the south curb along Fourth Avenue, between San Carlos and Dolores Street, a no parking zone.
- Denied a request to reinstall a wooden railing, removed years ago, on the east side of Dolores and Third Avenue. Applicant advised to submit for a permanent encroachment permit if so desired.
- Approved a request to install one, 25 mph speed limit sign on Santa Lucia, just north of Rio Road.
- Introduced and preliminarily-reviewed Assembly Bill 1909: Bicycle Omnibus Bill, related to increasing permitted uses of e-bikes, effective January 1, 2024, unless otherwise restricted by future ordinance.

Administration

- Environmental Compliance Manager Agnes Martelet left the City on February 7th, and City Forester Sara Davis left on February 15th. Both positions have been posted for recruitment.
- Project Manager Javier Hernandez started with the City on February 16th. Initial projects include: Rule 20A Undergrounding, Coastal Engineering Study, MTNP – 3 Drainage Project, Wave Broadband permitting, and EV charging stations at the Vista Lobos Parking Lot.
- Provided documentation for FEMA reimbursement, related to out of pocket expenditures to date (\$119k), staff costs to date (\$64k), and anticipated future costs (\$400k) associated with infrastructure-related recovery from the January storms.
- Finalized the Operations and Maintenance Agreement, prepared by the City Attorney's office, and a Site Lease, for the upcoming RFP for the Scout House Project.
- Prepared a Council report for the March 7 meeting to review the San Carlos Median Islands, Bike Route, and Paving Project, with a recommendation to remove the medians from the Project.
- Reviewed the proposed Hofsas House redevelopment project, and introduced potential conditions of approval at a Development Review meeting with the Applicant.
- Began to compile project requests for the Fiscal Year 2023/24 Capital Improvement Program.

Environmental Programs

- Continued planning for Earth Day/Arbor to be held on April 22nd in Devendorf Park.
- Continued working with Save the Whales and CSUMB students regarding the dog waste campaign.
- Posted information pertaining to the Resilient Central Coast Campaign, sponsored by Ecology Action, in the Friday Letter.
- Researched benefits and budgetary costs for the City to join the Green Business Network to support SB 1383 compliance (waste reduction/recycling) and Climate Action Plan measures.

Public Works Department Report – February 2023

- As a member of the Plastic Pollution Coalition, attended a Community-Based Social Marketing Workshop. CBSM utilizes social psychology to implement behavioral change related to environmental initiatives.

Facility Maintenance

- For Storm Recovery: finished repairs of 16 of the 17 roof leaks resulting from the January storms. Only one costly roof repair remains at Forest Theater.
- The electrical contractor substantially completed reconstruction of electrical switches in the back of the Public Works Garage with new, waterproof panels.
- A structural engineer provided a general analysis of the condition of the combined Police/Public Works building and recommended repairing all leaks to maintain long-term structural integrity of the facility.
- For the front Public Work Office renovation, old paneling was removed, walls were patched and painted, and new, refurbished modular furniture was installed. Staff is moving back in as time permits.
- Repaired door knobs, sink, and exhaust fan in the Fire Station.
- With funding approved with the supplemental mid-year budget allocation, initiated vendor purchase orders to repair a broken sewer pipe at Flander’s Mansion, install EV charging connections at the north driveway of City Hall and in the Public Works garage, and repair the concession counter at Sunset Center.

Project Management for Capital Improvement Program

Wallace Group Projects:

- For the Concrete Streets Repair Project, Notice to Proceed was issued to BKF Engineers, and the consultant performed field surveying and mapping, obtained utility information, and began to develop 30% design plans of alternative street repair treatments.
- For the MTNP Well Abandonment and Water Tank/Pump House Removal Project, technical specifications and environmental exhibits were substantially completed, and bid documents are being compiled. Construction is anticipated to begin this summer.
- The Storm Drain Master Plan Update, by Schaaf & Wheeler Consulting Engineers, was presented to staff. The analysis of accommodating 20-year storm events (due to Climate Change), rather than 10-year storm events, as most of the drainage infrastructure in the City was designed, results in some additional pipe enlargements and an increased need for peak flow retention along Junipero and/or in MTNP, but otherwise does not impact much else of the City-wide storm drainage system.

Ausonio, Inc. Projects:

- For the City Hall Retaining Wall Repair Project, the Project was advertised for bids, and a pre-bid meeting was held on February 23rd. The Bid Opening is scheduled for March 16th.
- For the combined City Hall Roof Replacement, Harrison Memorial Library (HML) Exterior/Interior Painting, Sunset Center Exterior Painting, and Cottage Windows Repairs Projects, a kickoff and several progress meetings were held with Ten Over Studios. The architectural team toured these facilities and developed insightful recommendations for these renovations.
- However, for the HML generator, there does not appear to be a solution that meets building code requirements without costly modifications to a stone wall and planter area in front of the building. An alternate battery back-up system for the IT servers in the HML basement is also being evaluated.

4 Leaf Projects:

- For the Police Building Project, following approval from the City Council on February 7th, the RFP to hire an architectural firm, with police building expertise, was finalized, existing plans were made available, and the RFP was advertised. Courtesy notices were also sent to numerous architects.

Public Works Department Report – February 2023

Approximately 12 consultants attended the mandatory Pre-Proposal Meeting and Site Tour on February 28th. Proposals are due on March 14th.

Additional CIP Projects:

- For the Coastal Engineering Study Project, reviewed the preliminary results of Task 1 – Coastal Engineering Condition Evaluation, with Integral Consultants and Haro Kashunich. Preliminarily, there are only a few repairs needed on the 11 existing sea walls, several of the 6 rock revetments will need to be reconstructed, and most significantly, most of the 11 beach access stairs will need to be repaired or reconstructed. Task 1 findings will be presented at the March 9th Forest and Beach Commission meeting.

Street Maintenance

- For Storm Recovery: finished filling in potholes, and repairing fallen traffic signs and damaged fencing.
- Installed Visit Carmel's new campaign, "*Love Carmel Like a Local*," banners along Ocean Avenue and 3-dimensional carved wooden signs on the sides of newspaper racks.
- Met with NCE, the consultant who recently performed the City-wide Pavement Condition Survey, to review the survey results, update the "*Street Saver*" computer program to include alternative pavement rehabilitation strategies, update unit costs, and plan for future year repaving projects. For the prior survey performed in 2018, our City-wide Pavement Condition Index was 78 - the highest in Monterey County. Since we have not completed paving projects in the past couple of years due to the Pandemic, our overall PCI slipped slightly down to 75, as expected. However, of the other local cities surveyed in 2022, we are still #1!
- The Public Works Superintendent resumed supervision of forestry field crews upon the vacancy of the City Forester.
- Began to prioritize the removal of numerous tree stumps and differentiate the list of stumps to be removed by staff, vs. minor, relatively less costly stumps to be removed by tree contractors, and finally, the largest stumps that will be most costly and deferred until budget allows. Focus will be on reducing the backlog and prioritizing stump removals in the downtown area.
- Made repairs to damaged post and cable fencing in the North Dunes.
- Continued with the Annual Sidewalk Survey and making priority sidewalk repairs.

Forestry Parks and Beach Report (Forestry Report)

- For Storm Recovery: John Ley's Tree Service and Tope's Tree Service substantially completed January storm-related emergency tree removals and tree debris hauling.
- Six bid proposals were received at the public Bid Opening held on February 14th for On-Call Tree Care Services Contracts. These contracts include the option for the City to retain a qualified consulting arborist, as well as to perform tree planting, watering, pruning, removal, and stump grinding services. Recommendations to award contracts to three firms, Community Tree Service, Tope's Tree Service, and West Coast Arborists, are scheduled for the March 7th City Council meeting.
- PG&E and City Forestry staff have continued working in tandem to identify trees in the public right-of-way which are in poor condition and in close proximity to power lines, posing a potential electrical and/or fire hazard if affected by strong storms. As a result, trees marked for PG&E removal display a yellow placard, and will be removed by Community Tree Service, under contract to PG&E, in the coming weeks. These trees have been assessed by our consultant arborist, Justin Ono, and/or Forestry staff. Up to 29 trees are planned for removal at this time.
- 20 new trees were planted in February!
- Davey Resource Group, the consultant who is preparing the Urban Forest Master Plan, continues to collect inventory data.

Public Works Department Report – February 2023

- The grand total of calls, voicemails, and emails received by Public Works with Forestry-related matters between January 1 and February 28 is estimated to be 1,116, of which 327 have been resolved.
- Justin Ono of Ono Consulting has been providing consulting arborist services on a part time basis. Temporary help is also being scheduled with a staffing agency to support data entry efforts associated with Tree Permits.
- The Ocean Avenue Pathway, between Carpenter and Junipero Streets, was spruced up. The work included pruning trees and hedges, removal of invasive ivy and Acacia tree seedlings, weed whacking, sight clearance for stop signs, removal of debris, and spreading fresh mulch.
- Continued to coordinate with Leadership Carmel regarding their proposed Legacy Project in Forest Hill Park. This will be submitted for approval at the March 9th Forest and Beach Commission meeting.
- Twenty-eight (28) potential Task Orders were prepared and issued to Town & Country for pricing. Once these Task Orders are approved, it will cover ongoing landscape maintenance tasks for the balance of this Fiscal Year.

Private and Development Activities

2023 Permitted removals, pruning, and required planting											
	Tree permits received	Tree permits Issued	Total Prunings	Total Removals	Removal of Upper	Removal of Lower	Plant Upper	Plant Lower	No room for new tree	Meets Density Rec.	Total Number of Trees Required
January	28	6	0	12	3	7	5	1	0	2	5
February	23	22	1	24	15	9	15	10	0	0	25
March											
April											
May											
June											
July											
August											
September											
October											
November											
December											
2023 totals	51	28		36	18	16	20	11	0	2	30

Historic Permitted Removals and Required Planting

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

	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155

Public Works Department Report – February 2023

City Forestry, Parks, and Beach Activities

City Performed Tree Work Year By Year Comparison			
	Removal	Pruning	Planting
2011	71	207	74
2012	96	256	75
2013	67	556	38
2014	139	425	40
2015	165	163	105
2016	149	107	113
2017	176	187	66
2018	165	115	72
2019	132		59
2020	159	101	62
2021	88	96	55
2022	135	675	45
2023*	7	7	20
*Year To Date			

2023 CityTree Removals, Pruning, and Planting			
	Removal	Pruning	Planting
Jan	5	5	0
Feb	2	2	20
Mar			
Apr			
May			
Jun			
Jul			
Aug			
Sep			
Oct			
Nov			
Dec			
Total:	7	7	20

Public Works Department Report – February 2023

