



# CITY OF CARMEL-BY-THE-SEA

## Public Works Department

### December 2023 Monthly Report

<b>TO:</b>	Honorable Mayor and City Council Members
<b>SUBMITTED BY:</b>	Robert M. Harary, P.E., Director of Public Works
<b>SUBMITTED ON:</b>	January 3, 2023
<b>APPROVED BY:</b>	Chip Rerig, City Administrator

#### City Council Special Meeting of December 4, 2023

- Adopted Ordinance 2023-007, amending Title 17, Zoning, by repealing and replacing Chapter 17.42, Stormwater Quality and Utility, and Chapter 17.43, Water Quality Protection. This completes one of Council's top 16 Strategic Priorities.

#### City Council Meeting of December 5, 2023

- Postponed a presentation regarding guidelines and introduction of a new Beach Cleanup Policy.
- The Public Works Director presented findings of the 2023 Storm Drain Master Plan Update report, and identified top priority drainage capacity and repair projects to focus on over the next few years.
- Approved a request by Monterey Salinas Transit and recommendations by the Traffic Safety Committee to eliminate two parking spaces each at bus stop locations at Junipero Street and Fourth Avenue, and at San Carlos Street at Tenth Avenue, to improve safety.

#### Forest and Beach Commission Meeting of December 14, 2023

- Announcements included:
  - Thanked JC Meyers and volleyball colleagues for a \$1,200 donation which was used to rent a skid-steer to level off sand around the volleyball courts and to push sand up the bluff west of the Del Mar parking lot.
  - Local realtor Jenn Menke is providing part-time, temporary support for the Forestry Division during paternity leave of the Administrative Analyst.
  - Save the Date – On Saturday, April 20, 2024, we will celebrate annual Arbor Day, the second Earth Day, and Community Day in a consolidated event in Devendorf Park.
- Due to the absence of the City Forester, postponed a Public Hearing regarding pruning of two, City-owned, coast live oak trees, located at the northwest corner of Lincoln Street and Santa Lucia Avenue, to the January 2024 meeting.
- Introduced the raw data compiling the 358 responses received from the Community Survey for the upcoming Urban Forest Master Plan (UFMP). Discussion with the Commission and Steering Committee was held to consider interpreting and prioritizing the significant data received, and how the data will be incorporated into the UFMP.
- Reviewed the revised Rules of Procedure for the Forest and Beach Commission which included changes requested by the Commission at the November meeting, as well as prior and additional recommendations by staff. Approved the Rules with just two final edits remaining.
- Adopted the meeting dates for 2024. As per the revised Rules of Procedure, meetings will begin at 2:30 p m, rather than 3:30 pm, with tours of inspection preceding the meetings.
- The Director presented the Forester's and Public Works Department Reports for November 2023.

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### Administration

- Developed a list of the top 16 Public Works Highlights for 2023. Key accomplishments included: hiring Project Manager Javier Hernandez, Environmental Programs Manager Mary Bilse, and City Forester Justin Ono, acquiring the electric street sweeper, supporting Leadership Carmel's legacy nature play project at Forest Hill Park, completing the tree inventory and technical reports for the Urban Forest Master Plan, initiating stump grinding in house, and remodeling the Police Dispatch Room.
- As a unique team building project, the entire Public Works Department reconstructed the wooden footbridge at the Eleventh Avenue entrance into the Mission Trail Nature Preserve (MTNP). The muddy entrance road and entry gate were also reconstructed.
- Notified Council of the extraordinarily onerous requirements to administer the \$150,000 CalFire reimbursement grant which was awarded for the UFMP project. Will reach out to State Senator Laird for assistance.
- Compiled preliminary requests for Mid-Year Budget adjustments.

### Carmel Cares and Other Volunteer Groups

- Carmel Cares stained the wood benches in the Forest Theater.
- Submitted a list of donations of labor and materials for acceptance by the City Council at the February 2024 meeting.
- "Median Minders" volunteers continued to improve medians across the Village.
- "Downtown Detail" volunteers cleaned and improved the downtown area.
- The Friends of Mission Trails Nature Preserve upgraded the Martin Road entrance into the Preserve by adding wood chips to the trailhead and landing, and clearing the trailhead. They also regraded the Doolittle Trail to repair an uneven switchback, trimmed and shaped Cypress trees, and removed a stump near the Lester Rowntree Native Plant Garden. The project cost was split evenly between the Friends and the City at \$4,500 each.

### Environmental Programs

- For the Coastal Engineering Study, provided additional information to the California Coastal Commission associated with finalizing the Agreement for a \$500,000 Local Coastal Programs Grant.
- Met with the Friends of MTNP to coordinate new entry maps displays, placement of additional clean up after your pet signs, and to plan for a new Laiolo footbridge and trail realignment.
- Prepared a staff report for the Forest and Beach Commission meeting in January for their consideration and approval of a new, three-rail, post and rail cedar fence along Ocean and San Antonio Avenues along the borders of the North Dunes Habitat site.
- Prepared and submitted the annual Hazardous Materials Report for the Corporation Yard to Monterey County Department of Environmental Health.
- Authorized a \$6,000 task order to on-call environmental consultant, Denise Duffy & Associates, to process CEQA Notices of Exemptions for two of the four storm drainage improvement projects currently in final design.
- Completed a two-year Professional Services Agreement (PSA) with Applied Marine Science to continue to provide water quality testing and reporting.
- Started to coordinate with vendors for the second annual Earth Day, to be held in conjunction with Arbor Day and Community Day, in April 2024.
- Purchased an electric bicycle to reduce our carbon footprint.

### Facility Maintenance

- Met with janitorial services contractor, PureServe, to evaluate performance and develop mutually-beneficial process improvements for both PureServe and City staff.
- For the Sunset Center Carpenter Hall Heater System Replacement, investigated the possibility of repairing, rather than replacing, the heating system, and determining the life span of a refurbished system versus installing a new system.
- Purchased a new refrigerator for the Carmel Fire Station and removed the old refrigerator. Also repaired the ice maker in a second refrigerator.
- Contractor repaired the steel fire doors between the Public Works Garage and basement offices.

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- Ordered new steel doors to replace deteriorated doors at the Devendorf and First Murphy Park restrooms.
- Checked sumps during storms, and coordinated with a hydro-jet vendor to clear clogged drains.
- Replaced a backflow device at Vista Lobos Park.
- Removed critters that got under City Hall.

### Project Management for the Capital Improvement Program

#### 4 Leaf Projects:

- For the Police Building Renovation Project, met with Council Ad Hoc Committee on December 6<sup>th</sup> and 20<sup>th</sup> to discuss preliminary alternatives. Preliminary alternatives include building a new Police Station on a new site, such as Vista Lobos, and renovating the existing Police-Public Works building for greatest and best use, including, potentially, mixed use with affordable housing and/or with other City departments. The building condition assessment, Police needs space program, and these preliminary alternatives will be presented at a Council Study Session on January 8<sup>th</sup>.

#### Ausonio, Inc. Projects:

- For the Sunset Center North Wing and Harrison Memorial Library Exterior/Interior Painting Project, five bids were received at the December 5<sup>th</sup>. Bid Opening, but only one bid, submitted by Color New Co. was responsive. Prepared staff report and resolution for Council to award the bid, with a contingency, of \$392,150 at their January 9, 2024 meeting.
- For the Sunset Center Portico Design Project, Amendment No. 2 to the PSA was prepared with 10 Over Studio to develop two portico concept designs, including structural connections, lighting concepts, and a demolition plan for a fixed fee of \$29,500. Prepared staff report and resolution for Council to approve the Amendment at their January 9, 2024 meeting.
- Bidding documents were approved, and the Park Branch Library Dumbwaiter Decommissioning project was advertised for bids. A pre-bid meeting was held with three contractors, and an Addendum was issued. Bids will be opened on January 11<sup>th</sup>.
- For the Sunset Center Retaining Walls Repair Project and San Antonio Walkway Repair Project, Second to Fourth Avenues, negotiations were completed, and a PSA with ZFA Structural Engineers is being finalized for structural engineering and construction support services.

#### Wallace Group Projects:

- For the FY 2022/23 Concrete Streets Repair Project, Wallace Group provided review comments on the 95% complete design plans, technical specifications, and cost estimates prepared by BKF Engineers. Final design documents are anticipated by late February, although bidding may be delayed until additional funding is available.
- For the FY 2023/24 City-wide Paving Project, Wallace began design work as field surveying was completed and utility maps were collected.

#### Additional Capital Projects:

- For the \$1.14M, FY 2021/22 City-wide Paving Project, contractor Monterey Peninsula Engineering submitted technical submittals that were reviewed and approved by staff. Also met with MPE to discuss traffic control concerns and development of the construction schedule. Street improvements and paving along Junipero and Santa Fe Streets to begin in January.
- For the MTNP 3 Drainage Project, the design plans, specifications, and bidding contract documents were finalized. Advertising for construction bids is anticipated by mid-January.
- For the Electrical Panels Projects, Advanced Design Consultants (ADC) submitted final technical reports for the City Hall, Fire Station, and Vista Lobos buildings and electric panel in the Ocean Avenue median near Junipero Street. All four panels provide adequate capacity. The panels at City Hall and Fire Station require remedial repairs, but the panels for the Vista Lobos building and Ocean Avenue median warrant complete reconstruction.
- For the PG&E Rule 20A underground utility program, met with the Ad Hoc Committee on December 13<sup>th</sup> to plan for a site visit at the two proposed underground project locations – Del Mar parking lot and

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along the MTNP Willow Trail which feeds homes along Ridgewood Road. Will also meet with owners of these properties to gauge interest in an undergrounding project.

- Met with Wave Broadband to discuss their concerns with Council's request to install their fiber optic lines underground. Wave requested to present their findings at the February Council meeting.

### Street Maintenance

- Provided staffing, barricades, signage, and clean up for the Tree and Menorah Lighting event held at Devendorf Park and along Ocean Avenue on December 1st.
- During and following several storm events throughout December, cleared out storm drains, picked up fallen branches, and filled in potholes. We recorded 2.26 inches of rain over the last week of December. No flooding nor significant erosion problems were reported.
- However, strong waves pounded the shoreline for several days following the Christmas holiday. In concert with the Monterey County emergency operations and the City's Police Department, all beach access stairs were temporarily closed.
- The waves also heavily damaged beach access stairs at Tenth Avenue, Twelfth Avenue, and at Martin Way. Damage included broken handrails and wooden railings, missing treads, drop offs at the bottoms, etc. These stairs will be closed until further notice.
- The beach access equipment ramp between Eighth and Ninth Avenues was washed out in the storms last March. The sand was coming back since then, although not enough to re-establish the ramp. Unfortunately, the strong waves in late December again washed out the sand leaving a 14-foot drop off. Caution tape and delineators are in place.
- Installed ten dual trash/recycling, ribbon-style containers to replace deteriorated, trash-only squirrel cans.
- Rented a skid-steer to level off the sand around the volleyball courts on pushed sand up the bluff west of the Del Mar parking lot.
- Performed the Annual Sidewalk Survey, noting all sidewalk areas needing repairs.
- At two MST bus stops, eliminated two parking spaces each at Junipero Street and Fourth Avenue, and on San Carlos Street and Tenth Avenue, as approved by the City Council. Painted the curbs red at these locations.
- Sold the Go-4 parking vehicle at public auction for \$1,950.
- Performed smog checks for many City vehicles.

### Forestry, Parks, and Beach (Forester's Report)

- As shown in the following table, compared to 2022, last year, 2023, resulted in a significant increase in the number of City tree removals, permit applications received and processed, and private trees removed and replanted. We also began to track the number of City stumps removed and the number of communications (calls, visitors, emails) received as well as resolved. 2023 was also notable for the significant winter storms and tree damage in January and March, and a change in the City Forester.

Forestry Metric	2023	2022
City trees removed	261	135
City stumps removed	59	N/A
City trees pruned	287	675
City trees planted	57	45
Tree permit applications received	376	180
Tree permits applications resolved	336	155
Private trees removed	340	149
Private trees required to be replanted	236	85
Private trees replanting percentage	68.8%	57.1%
Number of communications tickets received	2,161	N/A
Number of communications tickets resolved	2,120 (98%)	934 (6 months)

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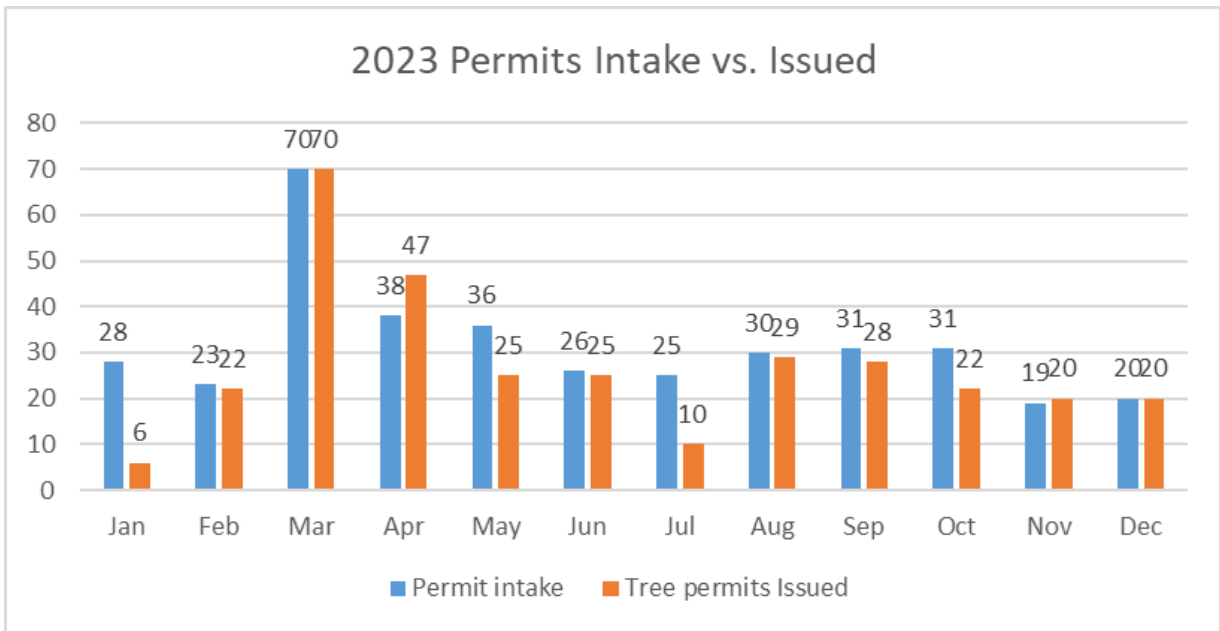
- Forestry goals for 2024 include: completing the Urban Forest Master Plan, including public outreach, significantly reducing the backlog of stump removals, implementing a more robust tree planting program, continuing to streamline contracting task orders for tree and landscaping services, and expanding on professional training of forestry staff to include getting another certified arborist on staff.
- Status of Davey Resource Group (DRG) development of the Urban Forest Master Plan (UFMP):
  - The draft results of the Community Survey (358 respondents) were presented to the Forest and Beach Commission in December.
  - DRG is finalizing the last few technical reports.
  - The first draft of the UFMP was expected in December, but is now anticipated for January. Following review by staff, the draft UFMP will be presented to the Forest and Beach Commission and the Steering Committee.
- A \$20,000 task order was issued to West Coast Arborists to remove a portion of the large pile of tree logs that accumulated in the Rio Park material storage site. Apparently, some of the logs were illegally dumped off the side of Irish Canyon Road in the City of Monterey. The Monterey City Forester contacted us, and we traced the logs to this task order. The Contractor promptly resolved the matter.
- As requested by the Traffic Safety Committee, the overgrowth of vegetation at the northwest and southwest corners of Santa Rita Street and Fourth Avenue were pruned to improve driver visibility.
- Landscape maintenance work across the City continues to be fully engaged by contractor Town & Country.

### Permit Information

**2023 Permitted removals, pruning, and required planting**

	Tree permits received	Tree permits Issued	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	28	6	0	10	3	7	5	1	0	2	6
February	23	22	1	24	15	9	15	10	0	0	25
March	70	70	21	71	47	24	32	14	1	7	46
April	38	47	16	53	49	4	32	3	2	2	35
May	36	25	9	26	20	6	18	4	4	7	22
June	26	25	14	26	17	9	16	6	0	4	22
July	25	10	7	7	5	2	3	2	0	2	5
August	30	29	5	24	12	20	8	12	2	6	20
September	31	28	6	22	14	9	12	8	0	7	20
October	30	22	1	18	15	22	13	10	0	2	23
November	19	20	7	12	7	10	5	0	0	8	5
December	20	13	6	7	11	3	5	2	0	0	7
<b>2023 Totals</b>	<b>376</b>	<b>317</b>	<b>93</b>	<b>300</b>	<b>215</b>	<b>125</b>	<b>164</b>	<b>72</b>	<b>9</b>	<b>47</b>	<b>236</b>

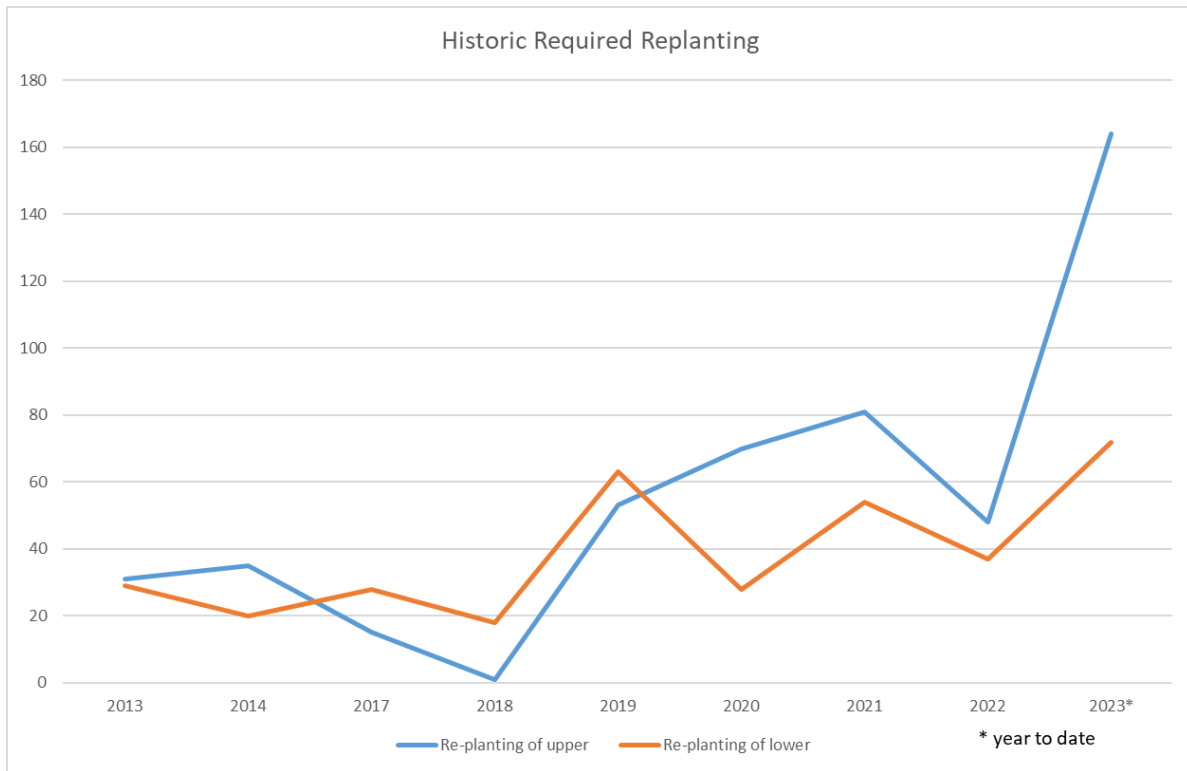
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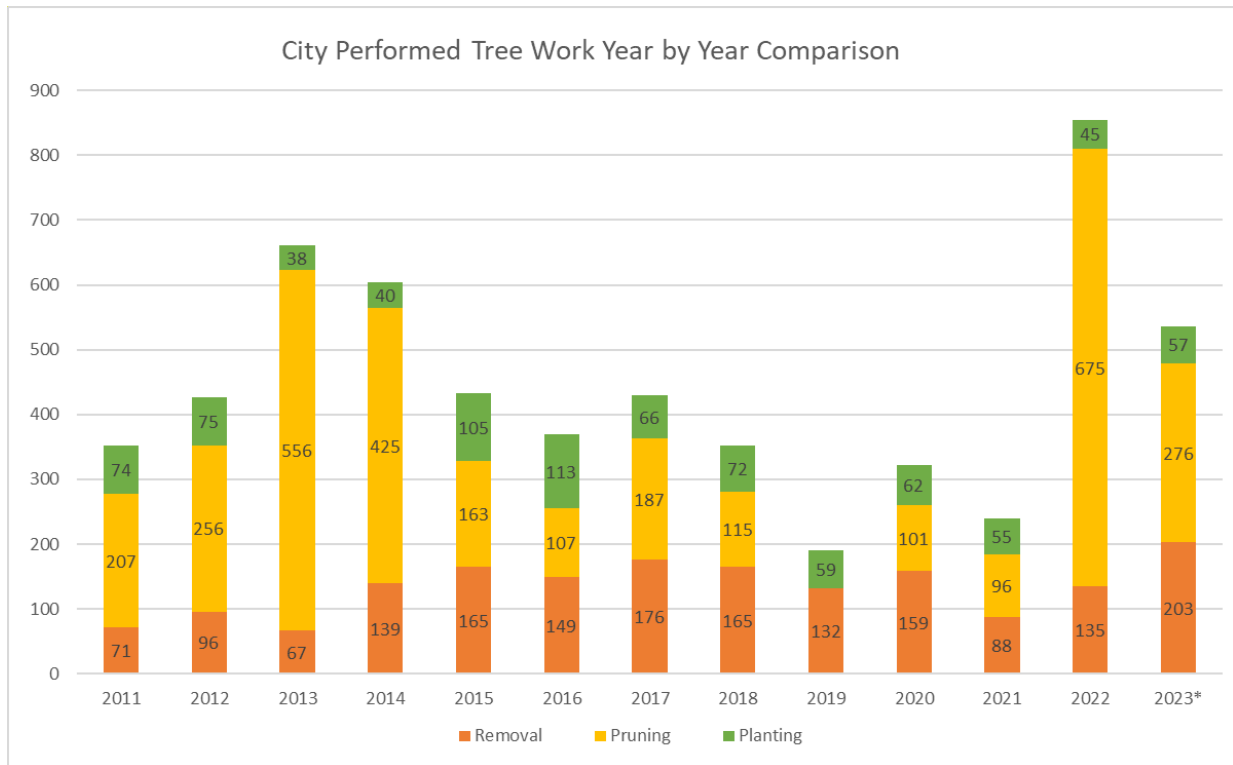
Historic permitted removals and required planting		
	Re-planting of upper	Re-planting of lower
2013	31	29
2014	35	20
2017	15	28
2018	1	18
2019	53	63
2020	70	28
2021	81	54
2022	48	37
2023*	164	72

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

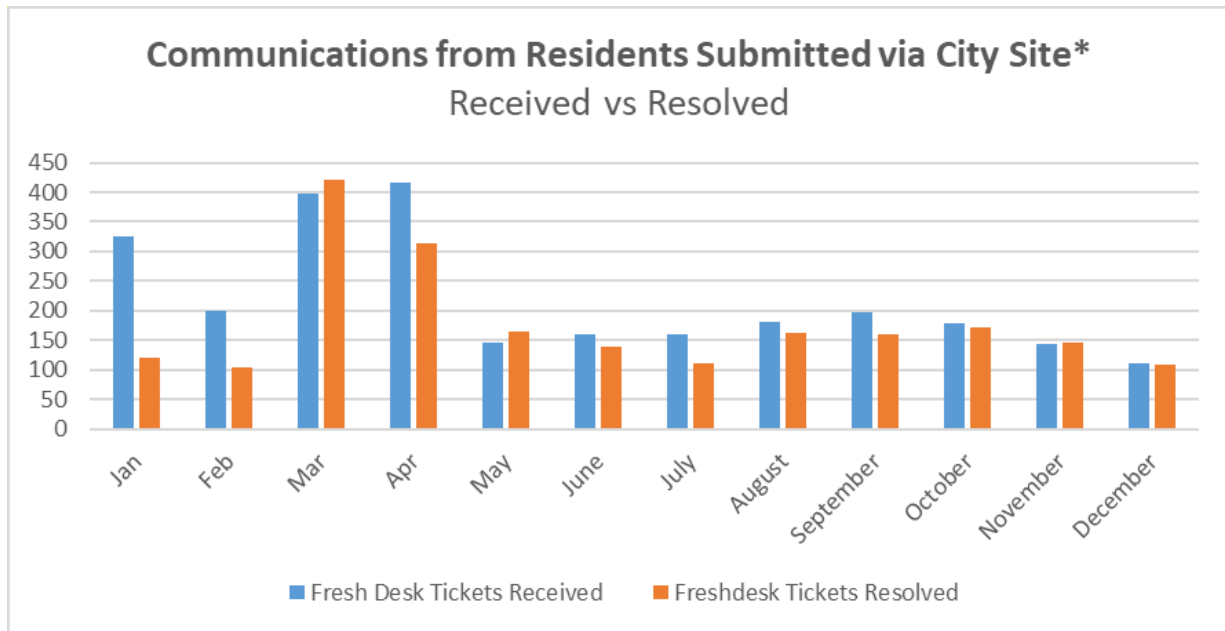
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## City Forestry, Parks, and Beach Activities



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