

Council Strategic Priorities Tracker - March 2024										
No.	Priority Level	Project	Strategic Priority Category	Project Type	Regulatory or Legal Requirement?	Dept.	Current Status	Level of Staff Capacity to Complete	Summary of Accomplishments Since August 2023	% Complete in March 2024
1	regular	Develop Telecommunication Ordinance consistent with federal law	Natural Environment/Village Character	Strategic Initiative	Yes	CP&B	Waiting for the Coastal Commission to set a hearing date.	Low	<ul style="list-style-type: none"> • August 2023: Application forms, checklists and design standards approved by Planning Commission • August 2023: Ordinance recommended for approval by Planning Commission • October 2023: Ordinance package adopted by City Council • LCP Amendment package pending Coastal Commission approval 	95%
2	regular	Stormwater Ordinances Update	Infrastructure	Strategic Initiative	Yes	PW	Waiting for the Coastal Commission to Adopt in FY 24/25	Low	<ul style="list-style-type: none"> • 2nd Reading and adoption of Stormwater Ordinances completed in December 2023 • Local Coastal Program Amendment requires approval by Planning Commission - likely in FY 2024/25 • Local Coastal Program Amendment requires approval by Coastal Commission - likely in FY 2024/25 	95%
3	regular	Car Week Impacts and Safety	Misc.	Other	No	PD/Comm. Activities	In progress	Medium	<ul style="list-style-type: none"> • Council Presentations in October 2023 and March 2024 • October and March presentations discussed planning, preparation, and enforcement efforts for upcoming Car Week event 	95%
4	high	Review barriers to construction of affordable housing (Housing Element Adoption)	Natural Environment/Village Character	Strategic Initiative	Yes	CP&B	Pending Council Adoption - Target before April 15th	High	<ul style="list-style-type: none"> • Numerous community meetings held • 1st draft Housing element completed and submitted to State, August 2023 • 2nd draft Housing element completed and submitted to State, January 2024 • Set for adoption before April 15th 	95%
5	high	Volunteer Group Facilitation and Appreciation (<i>elevated to High Priority in August</i>)	Community Engagement	Strategic Initiative	No	PW	In Progress	Medium	<ul style="list-style-type: none"> • Volunteer efforts and oversight have successfully resumed at the North Dunes site • 3rd Leadership Carmel (LC) class completed Forest Hill Park Nature Play project • 4th class will implement Scenic Pathway overlook improvements in Spring 2024 • March 2024: Council accepted \$149k in goods and 6k labor hours from Carmel Cares • Numerous ongoing projects/initiatives with Carmel Cares • 2nd Annual Earth/Arbor/Community Day scheduled in April • Increasing collaboration with FOMTNP and Garden Club • Added Carmel Youth Center to volunteer webpage 	80%
6	regular	Board and Commissioner Training	Misc.	Other	No	Admin	On hold	Low	<ul style="list-style-type: none"> • City Attorney updated the Board and Commission handbook in February 2024 • Council decided in March to postpone adoption of new Handbook for now 	75%
7	high	Develop Accessory Dwelling Unit (ADU) Ordinance	Natural Environment/Village Character	Strategic Initiative	Yes	CP&B	In progress	High	<ul style="list-style-type: none"> • First draft presented to Planning Commission at workshop, November. 2023 - feedback received • Met with State HCD to discuss policy direction regarding total building square footage on lots • Waiting on HCD comments on first draft ordinance 	75%
8	high	Explore Street Addresses (Ad Hoc Created)	Natural Environment/Village Character	Strategic Initiative	Yes	Admin	In progress.	High	<ul style="list-style-type: none"> • Presentation to Council at November CC Meeting detailing the results and status of staff's research • Council directed staff to continue research and engage with the USPS Growth Manager • Ad Hoc Committee met in February • Letter with Ad Hoc's questions drafted and mailed to the USPS Growth Manager • Reply from USPS received in February 2024 	70%

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9	high	Develop a plan to ensure that the City's natural areas, as well as private property, are properly maintained to reduce fire risk	Natural Environment/Village Character	Strategic Initiative	No	Fire/PD/PW	In progress	Medium	<ul style="list-style-type: none"> Community Wildfire Protection Plan (CWPP) presented to Forest & Beach Commission in October 2023 Needs to be presented to Carmel, Monterey, and Pacific Grove Councils for adoption \$75k spent on removing 43 fallen, dead trees in MTNP Fuel reduction performed in Forest Hill Park 51 trees, 50 limbs removed following February 4th storm \$200k approved in FY 2023/24 Mid-Year budget for additional dead/hazardous trees and stump removals Landscape maintenance contractor and staff mowing, weed wacking, debris removal continues Carmel Prepares programming developed covering personal preparation and the City's plans for emergency situations Bi-annual community engagement meetings planned January 2024: first community meeting held at Sunset Center to discuss Winter Storms June 2024: second community meeting will discuss wildfire preparation 	65%
10	high	Develop Urban Forest Master Plan (UFMP) & Update Tree Ordinance	Natural Environment/Village Character	Strategic Initiative	No	PW	In progress	Medium	<ul style="list-style-type: none"> Technical Studies and Community Survey completed Technical reports presented to Forest & Beach Commission/Steering Committee April-May 2024: Draft UFMP to be released and hold a Public Workshop UFMP expected to be completed by 6/30/24, with public outreach and ordinance updates continuing into FY 25 	60%
11	regular	Increase Beautification Efforts - <i>Ongoing</i>	Natural Environment/Village Character	Ongoing	No	PW	Ongoing	Medium	<ul style="list-style-type: none"> MTNP tank, well, pump house, and pole removed in MTNP August 2023: Forest & Beach Commission selected Carmel Cares proposed design Option 3 for five Ocean Avenue Median Islands makeover March 2024: Forest & Beach Commission approved landscaping design by MPC Professor Wheat, installation to begin April 2024 with estimated completion in Fall Community Engagement Programs "Downtown Detail" and "Median Minders" continue beautification efforts 	60%
12	high	Update Zoning Code and Design Guidelines (Residential & Commercial) AND <i>Explore Reinstatement of the Design Review Board (DRB)</i>	Natural Environment/Village Character	Strategic Initiative	No	CP&B	In progress	High	<ul style="list-style-type: none"> Multiple Steering Committee meetings held (5+) Steering Committee completed review and comments on guideline language in first draft of residential and commercial guidelines, including new format Steering Committee completed review and comments on supporting language (intros, history, etc.) in first draft of residential and commercial guidelines Created "shoot list" for replacement/new photographs throughout all documents Created "parking lot" list of important items to work on following completion of Design Guidelines Staff began working on compilation of all notes and edits to generate 2nd draft of Residential and Commercial Design Guidelines 	60%
13	high	Develop a Facilities Maintenance Plan (Facility Renovation Projects)	Infrastructure	Strategic Initiative	No	PW	In progress	High	<ul style="list-style-type: none"> Completed: Sunset Center fire recirculation pump, bollards, and PB Library dumbwaiter decommissioned, Electrical panel assessments (City Hall, Fire Station, Vista Lobos, Junipero/ Ocean), and Condition Assessments: Police/Public Works building In Construction: Painting Sunset Center north wing and HM Library exterior, Carpenter Hall heater, and ADA Upgrades Year 6 In Design: Sunset Center north lot electrical panel, retaining wall repairs, and portico, and Vista Lobos electrical panel rebuild Library Master Plan developed, Pending design of renovations Ready to re-bid pending supplemental funding in FY 25: City Hall roof replacement, Sunset Center cottage window repairs 	50%
14	high	Underground Utilities Rule 20A (Ad Hoc Created)	Infrastructure	Strategic Initiative	Yes	PW	In progress	Medium	<ul style="list-style-type: none"> November 2023: Presented Rule 20A program, prior reallocations leaving City \$668k, CPUC changes, active vs. inactive district, and 2 Underground District Options: Del Mar parking lot and Willow Trail/Ridgewood Council directed further outreach with Ad Hoc Committee to gauge interest and underground conversion funding for private properties February 2024: Ad Hoc/Staff toured both sites Researching costs for private undergrounding before returning to Council to adopt District(s) 	50%

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15	regular	Develop and Implement Social Media Plan	Community Engagement	Strategic Initiative	No	Admin	On hold due to other priorities	Medium	• No updates on this item	50%
16	regular	Explore Parking and Traffic Management Program	Business Environment	Strategic Initiative	No	Admin	In progress	High	• Community engagement phase completed in winter 2023 • Next step - presentation to Council with community feedback and options	50%
17	high	Explore Opportunities for Scout House	Infrastructure	CIP	No	PW	In progress	High	• January 2024: Presented building condition, challenges (historic, CEQA, ADA, Surplus Lands Act), and 5 options with pros and cons • Options: (1)Renovate as a CIP project, (2)Sell property, (3)Re-issue RFP for contractor to renovate and lease, (4)Relocate and renovate, and (5)Status Quo • Relocation and renovation was selected to advance • Several relocation sites to be evaluated • 5-year CIP, Year 2 (FY 2025/26) includes \$250k for project management, historic renovation/relocation design, and environmental services	40%
18	high	Review opportunities for enhanced fire/ambulance service (Ad Hoc Created)	Financial Sustainability	Strategic Initiative	No	PD	In progress	High	• Continued work on plan to improve management and operations of Ambulance with City of Monterey • Management and oversight options discussed with Interim Chief Andrew Miller for future Ad Hoc discussion	35%
19	high	Coastal Engineering Study and Climate Committee (Elevated to High priority in August)	Natural Environment/Village Character	Strategic Initiative	No	PW	In progress	Medium	• Climate Committee reformed; met in November 2023 and February 2024 • Coastal Engineering Study Phase 1 completed • Tasks 1-4 presented to F&B Commission and Climate Committee • \$500k Local Coastal Program Grant Agreement executed with California Coastal Commission funding Phase 2 • March 2024: Council approved Amendment 2 to consultant team for 2-year Phase 2 development, which includes public outreach, coastal adaptation strategies, and an LCP Amendment • Special Meeting Presentation to Council on March 26th • April 2024: Issue RFP for Shoreline Infrastructure Repairs project; retain engineer for 2 structural beach stair repairs (10N, 12), and estimating/environmental for all shoreline repairs • March-May 2024: PW staff to repair and open 5 concrete stairs at 8, 10S, 11, 13, and Santa Lucia, and wood stairs at Martin Way	35%
20	regular	Review/Reformulate approach to reserves/update financial policies	Financial Sustainability	Strategic Initiative	No	Admin	On hold due to staffing.	High	• No updates on this item	35%
21	high	Police/Public Works Building Project (Ad Hoc Created)	Infrastructure	Strategic Initiative	Yes	PD/PW /CP&B	In progress.	High	• Multiple Ad Hoc meetings September-December 2023 • January 2024: staff presents results of Indigo Architect's building condition assessment and Police space programming needs • January-February: Ad Hoc conducts public meetings to discuss next step options • Listening Session held in March 2024 • Facilitated community tours of Carmel and Salinas Police stations scheduled for March 29, 2024 • Next step for implementation is to authorize architect to begin schematic design of a possible new building at new site and renovation options at existing site	30%
22	regular	Explore opportunities for permanent outdoor dining/Downtown Master Plan	Business Environment	Strategic Initiative	No	CP&B	On hold due to other priorities.	Medium	• No project updates at this time	25%
23	high	Explore Opportunities for Flanders Mansion (Ad Hoc Created)	Infrastructure	Strategic Initiative	No	Admin	On hold due to other priorities.	High	• Staff has continued research to prepare a City Council update, recommendation, and seek direction	20%

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24	regular	Undergrounding Power Lines (Same Ad Hoc as Rule 20A) - separate from Rule 20A Priority	Infrastructure	Strategic Initiative	No	PW	In progress (overlaps with Rule 20A)	High	<ul style="list-style-type: none"> Staff recommends adopting Underground Utility District(s) for Rule 20A project first before pursuing City-wide undergrounding Carmel Cares working with residents and PG&E to potentially underground utilities along San Antonio Avenue (Second to Fourth Avenues) 	5%
25	regular	Transient Occupancy Tax (TOT) Increase: Explore adding to the 2024 Ballot	Financial Sustainability	Strategic Initiative	No	Admin	Update to Council in May, then needs Council direction.	High	<ul style="list-style-type: none"> Tentatively placed on May City Council Agenda to discuss a report on adding a ballot measure to the November 5th Election and provide staff with direction Deadline to add a ballot measure is August 9th, making this a time sensitive item 	5%
26	regular	New - Carmel Area Wastewater District (CAWD) Bridge to Everywhere Project (Mayor Potter representing)	Natural Environment/Village Character	Strategic Initiative	No	Admin/CP&B	In progress	Low	<ul style="list-style-type: none"> The City mailed a letter of support for the project City Planner Katherine Wallace added to project team 	5%
27	regular	Explore redevelopment of the north lot at Sunset Center	Infrastructure	Strategic Initiative	No	CP&B	On hold due to other priorities.	Medium	<ul style="list-style-type: none"> No project updates at this time Included as opportunity site in Housing Element - Target RFP in December 2025 	5%
28	regular	New - Housing Element Implementation	Natural Environment/Village Character	Strategic Initiative	Yes	CP&B	Implementation schedule pending Council adoption in April, 2024	High	<ul style="list-style-type: none"> Implementation schedule created as part of Housing Element Start date pending adoption of Housing Element in April 2024 	5%
29	regular	New - Outdoor Wine Tasting Ordinance	Business Environment	Strategic Initiative	No	CP&B	In Progress	Medium	<ul style="list-style-type: none"> Ad Hoc Committee established First community listening session held in November 2023 	5%