



CITY OF CARMEL-BY-THE-SEA

Public Works Department May 2024 Report

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert M. Harary, P.E., Director of Public Works
SUBMITTED ON:	June 3, 2024
APPROVED BY:	Chip Rerig, City Administrator

City Council Special Meeting of May 6, 2024

- Consent Agenda included approval of the March 2024 Check Register which listed Public Works expenditures of \$230k in operating budget plus \$593k in capital budget, totaling \$823k!

City Council Meeting of May 7, 2024

- Councilmember Ferlito read the Proclamation recognizing May 19-25 as National Public Works Week.
- Adopted Resolution 2024-035 reappointing Forest and Beach Commissioner Sarah Berling and appointing new Commissioner Hans Buder, both with terms ending May 30, 2028.
- Adopted Resolution 2024-036 awarding a \$433,818 contract to Monterey Peninsula Engineering for construction of the Mission Trail Nature Preserve (MTNP) 3 Stream/Drainage Projects.
- Adopted Resolution 2024-038 ordering the City Forester to remove a Public Nuisance, a dead Monterey pine on private property at the southeast corner of Casanova Street and Eleventh Avenue, at the City's expense.
- First review of the Recommended Operating Budget for Fiscal Year (FY) 2024/25, including the proposed Capital Improvement Program (CIP).
- First review of the Proposed User Fee Schedule for FY 2024/25, including a proposed new "Dead Tree Removal Permit" with a fee of \$200, rather than continuing to charge \$682 for live tree removal permits.

Planning Commission Meeting of May 8, 2024

- Adopted a Resolution determining that the 30 carry-over FY 2023/24 and new FY 2024/2025 Capital Improvement Plan projects are consistent with the City's General Plan.

Forest and Beach Commission Meeting of May 9, 2024

- Announcements included:
 - Thanked outgoing Chair JC Meyer for his dedication and leadership to the Commission.
 - Council reappointed Commissioner Sarah Berling and appointed new Commissioner Hans Buder, with terms ending May 2028. Recognized Mr. Buder who was in the audience. The Commission will seat a new Chair and Vice Chair at the June meeting.
 - City Clerk Romero sent information regarding mandatory AB1234 Ethics Training on June 13th.
 - Responding to public comment, explained that the estimated 1.5-year timeframe for structural repairs at two beach access stairs was due to acquiring regulatory permits, not construction.
- Chair Meyers read a City Council Proclamation for National Volunteer Appreciation Week.
- Confirmed Agenda Topics for the Urban Forest Master Plan (UFMP) Community Meeting #2 at Carpenter Hall on May 22nd.
- Attended a Tour of Inspection and approved design concepts proposed by Carmel Cares regarding improvements along the Scenic Pathway, a \$200k Capital Improvement Project joint funded with the City. Improvements include: extending redwood barrier rails, widening the pathway, replacing/adding decomposed granite, installing stone edging, and other minor modifications to the Pathway.
- The City Forester presented previously-established Goals of the UFMP, a list of proposed Action Items taken from the draft UFMP, and highlighted actions for the UFMP Community Meeting #2 on May 22nd.
- The City Forester presented the Forester's Report for April 2024.

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- The Public Works Director presented the Public Works Department Report for April 2024.

City Council Budget Workshop of May 21, 2024

- For the Public Works Department, proposed a FY 2024/25 Operating Budget of \$6.5M, removal of one unfilled position, and addition of four new positions: A Project Manager for CIP projects, and an Assistant City Forester, Permit Technician, and Maintenance Worker for the Forestry Division.
- The third review of the proposed CIP for FY 2024/25 included 6 Vehicle and Equipment Fund projects and 23 Capital Fund projects, totaling \$12.6M. Council decided to defer the Doolittle Bridge and Pathway Realignment and Junipero Bypass Drainage Design Projects, and to implement Windows and Dry Rot Repairs at the Park Branch Library over two fiscal years using Facility Maintenance Budget. Ocean Avenue, between Carpenter and Highway 1, a Monterey County Project, will remain in the CIP pending further outreach with the County and CalTrans.

Urban Forest Master Plan (UFMP) Community Meeting #2 of May 22, 2024

- Meeting held at Carpenter Hall was well attended. Presentation topics included:
 - Status of the UFMP and documents available on the City Website.
 - Notice of upcoming Community Wildfire and Prevention Plan meetings.
 - Friends of Carmel Forest presented iconic trees, including cypresses along Scenic Road.
 - Commissioner Brezoczky presented highlights of the UFMP Community Survey.
 - City Forester presented a TreeKeeper computer demonstration and reviewed the tree inventory
 - An overview of past, present, and future Forestry Division resources.
- Breakout sessions were held to solicit input on the draft Tree Species List, replanting requirements, upper and lower tree designations, and future topics for public education and outreach.
- Considerable public feedback was related to reducing the draft Tree Species List to focus on planting maintaining, and replanting native trees, and requests to have scientists more involved in the process.

Traffic Safety Committee Meeting of May 29, 2024

- Second review of proposed No Parking post(s) on Dolores Street, 2 southeast of Vista Avenue, across from the Stevenson School's south driveway. Installation deferred pending further discussions with a neighbor and school officials.
- Received a briefing from Police Chief Tomasi regarding parking "daylighting" law AB 413 and an approach to implementation. Consensus was to present the approach to implement to the Council.
- Reviewed request for directional signs around a tree at Mountain View Avenue and Guadalupe Street. Decision deferred pending information on any accident data and further monitoring.

Administration

- Celebrated National Public Works Week with a barbeque picnic at Forest Hill Park. Teambuilding activities included basketball, cornhole toss, frisbee, and identifying the next two teambuilding projects.
- Public Works Superintendent Rob Culver marked 30 years of service with the City of Carmel.
- Temporary Forestry permit administrator Archana Singh received her Master's degree in Human Resources from the University of Southern California.
- For development of the FY 2024/25 CIP:
 - Completed responses to CIP questions.
 - Prepared responses to Budget questions associated with Public Works and CIP issues.
 - Supported Council report and presentation for the 3rd review of the CIP at the May 21st Budget Workshop.
- Attended the May 1st Mock Council meeting to support Carmel High School students.
- Met with new Commissioner Hans Buder to review the Public Works Department's role relative to forestry, beach, and park issues, and to discuss Forest and Beach Commission meeting logistics.
- Met with the City Attorney's office to review public bidding and prevailing wage requirements associated with projects performed by volunteer organizations on City facilities with City contributions over \$5,000.
- Updated the Council Agenda Report and attachments for the July meeting for Wave Broadband's proposed fiber optic project and Encroachment Permit with Special Conditions of Approval.

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- Identified desirable certifications for PW field personnel which would reduce outside contractor costs, increase safety, and/or improve crew skills and retention.
- Staff attended Workplace Violence Prevention training.
- Administrative Coordinators from Public Works, Community Planning and Building, and Administration attended a City Clerk's conference in Hollister.

Carmel Cares and Other Volunteer Groups

- The Leadership Carmel Class of 2024 substantially completed construction of their Scenic Pathway near Eighth Avenue Overlook Legacy Project. A Ribbon Cutting event was held on June 4th.
- At the WWI Memorial Arch on Ocean Avenue at San Carlos Street, Michael LePage installed night lighting, and Cindy Lloyd installed new flowers and plants.
- Volunteers Cindy Lloyd and Kelly Burke performed significant landscape pruning in the Golden Triangle at the northern entrance to the City.
- Coordinated by Carmel Cares, the John Madden statue was unveiled outside of Bruno's Market. The statue was sculpted by Steven Whyte.
- For the Ocean Avenue Median Islands Project approved in March by the Forest and Beach Commission, Carmel Cares and staff completed the first island between Dolores and Lincoln Streets, and began to plan and purchase materials for the next two median islands.
- Carmel Cares submitted an Encroachment Permit application for landscaping upgrades in the Vista Lobos Park, partially funded by a \$3,000 City discretionary grant.

Environmental Programs

- Prepared the staff report, resolution, MOU, and presentation slides for the June 4th Council meeting regarding a 3.59% increase in GreenWaste Recovery's rates for FY 2024/25, and to approve Amendment No. 3 to the Memorandum of Understanding with ReGEN related to member agency cost sharing for implementing SB 1383 programs.
- For the Coastal Engineering Study, Phase 2, finalized the Community Engagement Plan which was submitted to the Coastal Commission for review. As the first step, set up a new website page where all applicable reports, meeting announcements, and surveys will be posted.
- In the North Dunes Habitat Restoration Site, Denise Duffy and Associates set up transects and began to prepare the final restoration report for FY 2023/24. Another consultant applied limited herbicides and oversaw volunteer efforts for invasive and weed pulling.
- Processed a Steelhead Counting Agreement with the Monterey Peninsula Water Management District.
- Reviewed CAWD's Initial Study/Mitigated Negative Declaration for their Scenic Road Sewer Pipe Bursting Project, and coordinated with CAWD and their consultants to prepare a Coastal Development Permit upon CAWD's certification of the CEQA document.
- Because the Council-adopted Stormwater Ordinances are part of the Coastal Development Permit, the Planning Commission must approve all changes to the Local Coastal Plan prior to submitting the Ordinances to the Coastal Commission. Began to coordinate this process with the Community Planning Department.
- Applied Marine Science completed laboratory testing and reporting of stormwater contaminants in the nearshore ocean waters in Carmel Bay. Continued to see higher than threshold levels of copper and dog fecal matter, and one watershed sample indicated human fecal matter – the latter of which is being traced to possible sewage infiltration sources.
- Provided stormwater management and best management practices training to the Police and Fire Department personnel.
- Friday Letter public service announcements included:
 - BeachCOMBERS program to support coastal ecosystems
 - Food Scraps go in Green Carts
 - SB1383 Waiver program for organics recycling

Facility Maintenance

- Contractor replaced a portion of the backflow device for the primary water service line into Sunset Center.

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- Contractor installed an upgraded sewer yard trap outside the Park Branch Library to replace the deteriorated trap that clogged often.
- Contractor replaced and upgraded the roof over the hose room at the Carmel Fire Station.
- Contractor replaced discolored or damaged acoustic ceiling tiles and sagging supports in City Hall.
- Stainless steel and aluminum railings were installed near the bottom of the Martin Way beach access stairs.
- Electrical contractor dismantled the unsafe electrical panel in the Ocean Avenue median island near Junipero, and coordinated with PG&E to deenergize power to install a new panel in June.
- A circuit was installed in the Flanders Mansion garage to support Friends of Mission Trail Nature Preserve with electrical power needs.
- Repaired the wood fence behind the Youth Center.
- New steel doors in the restrooms of Devendorf and First Murphy Parks were painted.
- Purchase Order issued to replace a cracked skylight at the Upper Forest Hill Park restroom.

Project Management for the Capital Improvement Program

4 Leaf Projects:

- For the Police Building Project:
 - The Council Ad Hoc committee held a listening session on May 2nd to gather feedback from the recent tours of the Carmel and Salinas police stations.
 - The next public meeting will be on June 6th and will focus on Police space programming needs.

Ausonio, Inc. Projects:

- For the Sunset Center North Wing and Harrison Memorial Library Exterior (and partial interior) Painting Project, contractor Color New Co. completed all field work, including change orders - below budget and well ahead of schedule. The project advanced into the closeout phase.
- For the City Hall Roof Replacement Project, eight contractors attended the pre-bid meeting, an addendum was issued, and the Bid Opening is scheduled for June 6th.
- Contract and bid documents were completed for re-bidding the Sunset Center Cottage Window Repairs Project. The project was advertised for bids, and the Bid Opening is scheduled for June 27th.
- For the San Antonio Pathway Repair Project, Second to Fourth Avenues, ZFA Structural Engineers (ZFA) submitted 90% plans and technical specifications. The plans and supporting calculations were submitted for a Building Permit readiness review. Ausonio is compiling contract and bid documents, and the project is anticipated to be advertised for bids by late June.
- For the Sunset Center Retaining Walls Repair Project, ZFA submitted 90% plans and technical specifications. The plans and supporting calculations were submitted for a Building Permit readiness review, and an extra work authorization was issued to ZFA for repairs of two large cracks in another concrete wall in the north parking lot.

Wallace Group Projects:

- For the FY 2023/24 City-wide Paving Project, staff returned review comments on the 65% plans and authorized Wallace Group to proceed to 90% design. Held a meeting to solicit a proposal for Wallace Group to incorporate four bid additives from the FY 22 Paving Project and the San Antonio/Ocean Avenue intersection from the FY 23 Concrete Streets Project, which, when combined with the FY 24 Paving Project, will comprise a \$2.8M “Conglomerate Paving Project” for FY 25.
- For the Shoreline Infrastructure Repair Project, the Request for Proposal was issued seeking coastal engineering and environmental firms to design and acquire environmental permitting for the repair of two structurally-damaged beach access stairs, reconstruction of the Fourth Avenue seawall/outfall, and to assess, prioritize, and provide cost estimates for all other shoreline infrastructure identified in the Coastal Engineering Study, Phase I’s Condition Assessment Report. Proposals due July 3rd.

Additional Capital Improvement Projects:

- For the \$1.14M, FY22 City-wide Paving Project, contractor MPE completed the City’s first ever application of micro-surfacing along Junipero Street, between Fourth and Ocean Avenues, and along

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San Carlos Street, between Eighth and Thirteenth Avenues, all in one day! Traffic impacts were kept to a minimum. This was followed by installation of thermoplastic striping, crosswalks, and markings, including bike sharrows along San Carlos Street, designating this portion of San Carlos as the City's first official bike route! Construction of the project is now substantially complete.

- For the Cal Am Water Dolores Water Main Replacement Project, the preconstruction meeting was held, notices were posted, and the contractor began tree protection and utility potholing work.
- Following City Council award of the construction contract for the MTNP 3 Drainage Projects, which includes drainage piping near the Rio Road entrance, an 85-foot boardwalk over a bog, and reconstruction of a large swale, the Notice of Award was issued to MPE. Contract bonds and insurance documents were received and routed for contract execution. Construction to begin in July.
- For the 4 City-wide Drainage Improvement Projects, Neill Engineers submitted 95% complete plans and technical specifications. An alternative alignment is being evaluated to potentially eliminate the need to obtain a drainage easement of the south end of Santa Fe Street, south of Eighth Avenue. Additional research of maps of the Acacia Way Headwall site revealed ambiguity as to the City's right of way to install the proposed headwall within a "road and utility" easement on private property.
- For the Sunset Center North Lot Electrical Panel Project, PG&E agreed to install a new transformer, at no cost to the City, to provide discounted power to new EV charging stations. Project design can now continue beyond 60% complete.

Street Maintenance

- Coordinated with the Ford dealer and received delivery of the new Mach E and Lightning vehicles. Both are electric vehicles for the Police Department and are being equipped for Police needs. The EVs will replace two older vehicles that will be sold at a public auction. 3CE rebates are being pursued.
- Provided additional staffing, dumpsters, and portable toilets for the busy Memorial Day Holiday, and supported the holiday events.
- Rented a skid steer and redistributed sand at the Del Mar parking lot slope down to the beach, west of the volleyball courts, and added sand at the base of the Eighth Avenue beach access stairs.
- Although the washed-out equipment access ramp to the beach from Scenic Road, south of Eighth Avenue, has been closed for over a year, pedestrians have been making their way down to the beach. Not only dangerous, but the resulting path has further eroded the slope, damaged irrigation lines, and exposed a dry weather diversion facility.
- Potholed utilities at Santa Fe Street and Eighth Avenue, to support final design alignment and depth for a new gravity storm drain pipe, part of the 4 Drainage Repairs Project (CIP).
- Around Monte Verde Street and Fourth Avenue, a split rail fence was repaired, and decomposed granite was installed to provide a smoother walking trail.
- The new electric street sweeper was repaired and immediately returned to service.
- Continued the Annual Traffic Painting Program, and completed white and yellow markings and crosswalks. Painting of blue, green, and red curbs to commence in June.
- Continued to fill in tree wells in the downtown area with decomposed granite, for safety reasons.
- Continued making priority sidewalk repairs.

Forestry, Parks, and Beach

- Presented the staff report at the May 7th Council meeting requesting Council to order the Forester to remove the declared Public Nuisance, a private, dead Monterey Pine tree, at the southeast corner of Casanova Street and Eleventh Avenue. Council decided to have the City absorb the cost of the removal. The tree was promptly removed.
- Provided partial funding and supported the Leadership Carmel Class of 2024 during construction of their Scenic Pathway near Eighth Avenue Overlook Legacy Project.
- Attended a tour of the Mission Trail Nature Preserve (MTNP) with CalFire, Monterey Fire, Friends of MTNP, and the Environmental Programs Manager to consider wildfire reduction strategies in the Preserve. Monterey Fire noted that there has been significant clearing and fuel reduction in the Preserve over the past two decades.

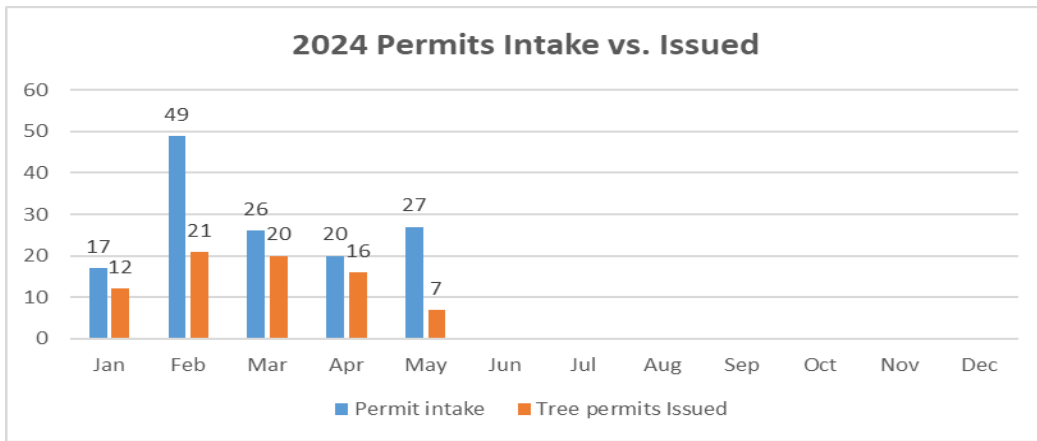
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- In preparation for the May 22nd UFMP Community Meeting #2 at Sunset Center Carpenter Hall, staff prepared the agenda, coordinated meeting logistics and speakers, assembled presentation materials, and developed handouts and breakout session materials.
- Completed a review of the first draft UFMP prepared by Davey Resource Group and provided comments back to the consultant.
- Mayor Potter signed a letter to State Senator Jon Laird explaining the City’s disappointment in the highly inefficient CalFire process that City staff has encountered in terms of submitting progress reports and requesting reimbursement for UFMP expenses despite the award of a \$150,000 CalFire grant. To date, no reimbursement has been received.
- Held a meeting with CalFire to discuss the halted status of our progress reports for reimbursement and explained why the City is no longer pursuing the grant. CalFire stated that this whole grant process was plagued with problems from the start including delays due to the Pandemic, initial legal issues with the consultant’s contract, turnover of the City Forester, significant storm impacts during two winters, and inconsistent information, unclear requirements, and changeovers of CalFire reporting systems. They suggested that with relatively minor additional effort, the City could finish up at least one progress report and obtain partial funding.
- On-call landscape maintenance contractor, Town & Country, continues to be fully engaged, performed additional fire fuel reduction, and are making repairs to irrigation controller boxes in two parks.
- The 3 tree contractors removed 5 dead or hazardous trees and 20 stumps under contract Task Orders.
- In May, Forestry crews planted 15 new trees, pruned 13 trees, removed 12 dead or dangerous trees, removed 5 stumps, and picked up 5 piles of logs left behind by PG&E line clearing crews.
- Crews significantly pruned overgrown trees and shrubs, near the southwest corner of San Antonio and Second Avenues, to open up public views in the scenic corridor, as directed by the Forest and Beach Commission. Crews also began to attack the significant growth of weeds along roadways and open spaces.
- Crews removed invasive ice plant adjacent to walkway areas in the North Dunes Habitat Restoration site under guidance of Denise Duffy and Associates’ biologists.
- Cleared out a portion of Rio Park to support CAWD’s upcoming “Bridge to Everywhere” trails project.

Permit Information

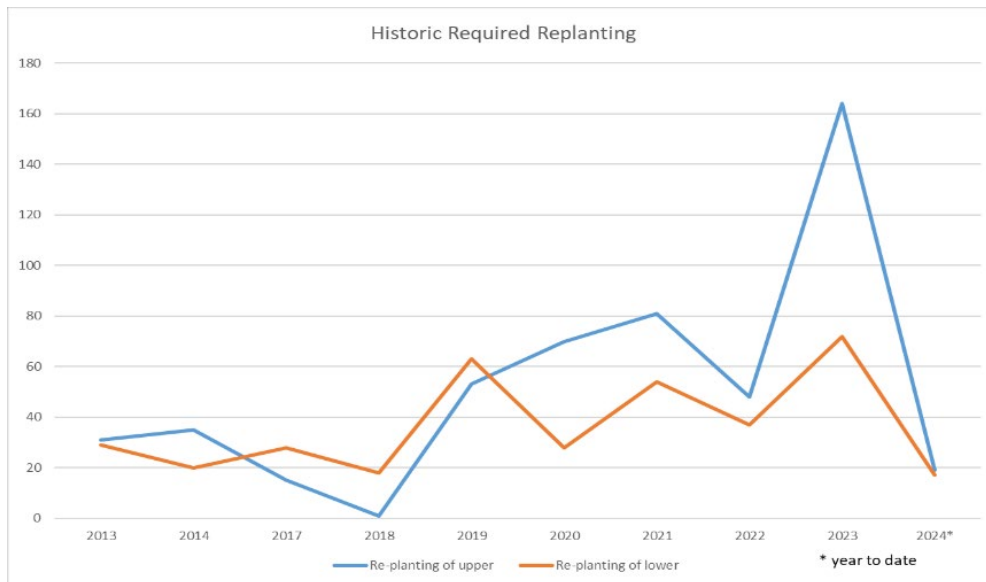
2024 Permitted removals, pruning, and required planting												
	Tree permits received	Tree permits Issued	Site Inspections Performed	Total Prunings	Total Removals	Removal of Upper	Removal of Lower	Required to Plant Upper	Required to Plant Lower	No room for new tree	Meets Density Rec.	Total Number 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												
July												
August												
September												
October												
November												
December												
2024 Totals	139	76	15	21	79	44	35	19	17	0	2	36

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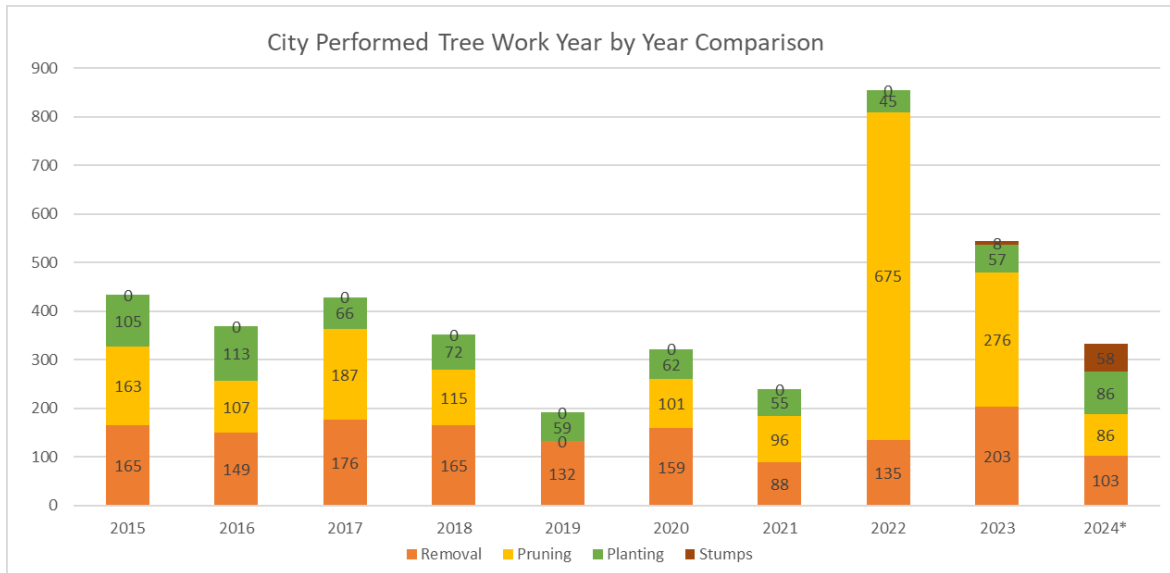


Historic permitted removals and required planting		
	Re-planting of upper	Re-planting of lower
2013	31	29
2014	35	20
2017	15	28
2018	1	18
2019	53	63
2020	70	28
2021	81	54
2022	48	37
2023	164	72
2024*	19	17
*year to date		

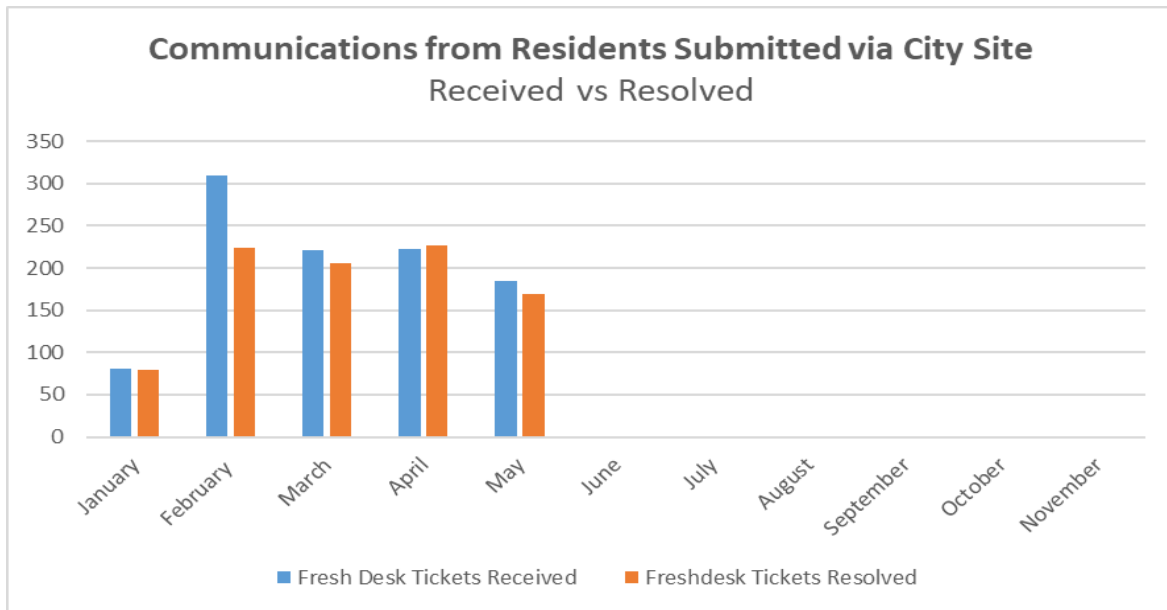
Historic permitted removals and required planting								
Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023	324	211	113	223	164	72	68.83%	336
2024	76	44	35	36	19	17	47.37%	160



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.