



# CITY OF CARMEL-BY-THE-SEA

## Public Works Department November 2024 Report

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

### City Council Special Meeting of November 4, 2024

- Councilmembers and Forest and Beach Commissioners toured the site of the Mission Trail Nature Preserve (MTNP) three drainage improvement projects located near the Rio Road entry gate.

### City Council Meeting of November 5, 2024

- Received a presentation from the Carmel Area Wastewater District regarding the Santa Rita and Guadalupe Sewer Main Pipe Bursting Project, and authorized the issuance of an Encroachment Permit with 53 special conditions of approval to minimize construction impacts.
- Adopted Resolution 2024-091 establishing the Del Mar Underground Utility District and authorizing the Del Mar Utility Undergrounding Project utilizing PG&E Rule 20A work credits.
- First Reading and introduction of Ordinance No. 2024-002, amending Chapter 10.36.010 of the Municipal Code to include AB 413, known as the "Daylighting Law." Once the Council adopts the associated Ordinance in December, Public Works will repaint curbs adjacent to intersections at over 100 locations in downtown.

### Forest and Beach Commission Meeting of November 14, 2024

- Announcements included:
  - Commissioner Buder has been elected to serve on the City Council effective December 9th; therefore, this will be his last Commission meeting. He was thanked for his service.
  - Introduced Val Gaino, the City's new Environmental Analyst who will be supporting climate change initiatives, projects in sensitive habitats, water quality, and recycling projects.
  - Bob Harary announced his retirement at the end of the year, and Environmental Programs Manager Mary Bilse will be Acting Director while the recruitment gets underway.
  - Mr. Harary recommended that he present the Public Works Report and Infrastructure Report Card to the Commission at the December meeting, and this was supported by the Commissioners.
- A follow-up to the October 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. Commission approved the release of the Stop Work Order subject to payment of \$19,720 in fees and depreciated value of the trees, issued no other citations, and noted that the property owner will still need to resolve the Stop Work Order issues associated with the Building Permit before construction resumes.

- A follow-up to the September Public Hearing was held regarding the removal of a large Torrey pine at 26010 Ridgewood Road. Initially, City Forester Ono recommended against removal; however, since then, the neighboring property provided documentation by a structural engineer that the tree is directly damaging their home. Based on testimony by both neighbors and the revised recommendation by the Forester, the Commission approved removal of the tree.
- As part of the Coastal Engineering Study, Phase 2 Project, representatives of EMC Planning Group and Integral Corp. presented a draft Sea Level Rise Community Survey. The Survey will gather data in the public's use of Carmel Beach and identify community interest in possible adaptation strategies to maintain as much beach as possible over many future years as the sea level rises. The Commission requested changes to the draft Survey and directed staff to return for further review and approval.
- Administrative Analyst Ford recapped the September and October meetings regarding noise concerns associated with pickleball play at Upper Forest Hill Park. An informal sound survey revealed that there were only a few instances where the noise level exceeded 60 decibels, the limit in the City's Noise Element, but the ongoing "pop" sounds" was more disturbing to nearby residents. Mr. Ford also introduced information and costs associated with noise-reducing acoustic fencing and noted other negligible cost mitigation measures such as reducing the days/times allowed for pickleball play, or requiring players to use sound reducing equipment. The Commission requested staff to return with a representative of the acoustic fencing vendor for more information.
- Staff briefly recapped the results of the Carmel Forest Master Plan (CFMP) Workshop sessions held at Carpenter Hall on October 28th and 29th and received confirmation from the Commission to continue editing the draft CFMP per comments received and support consulting ecologist Nicole Nedeff who will oversee the revisions.
- The City Forester presented the Forester's Report for October 2024, which noted: a) We received a letter from CalFire officially terminating the grant for the CFMP for which we spent an enormous amount of time to administer but received no reimbursements, b) commenced a qualification-based selection process to hire an environmental firm to perform the CEQA analysis regarding the CFMP, and c) crews began to trim overgrown acacia around the North Dunes Habitat Restoration site.
- The Public Works Director presented the Public Works Report for October 2024, which noted: a) Council's adoption of the Del Mar Underground Utility District will ultimately open up the views at the main entry onto Carmel Beach and along the North Dunes site, b) working with a contractor to obtain an informal quote to repair the closed beach access stairs at Tenth Avenue North, if we can do so for under \$60k, and c) 25 students from Stevenson Upper School removed invasives at the North Dunes site, and 15 students planted, watered, trimmed, and added compost at the Forest Theater garden.

#### **Traffic Safety Committee Meeting of November 26, 2024**

- Public Works Director Harary introduced the "Monterey County Regional Vision Zero Plan" which is intended to reduce injury accidents and improve traffic safety. The Plan will be managed by the Transportation Agency of Monterey County (TAMC) over the next two years.
- Continued a request to modify the two-way stop-controlled intersection at Sixth Avenue and Dolores Street to four-way stops, so that a downtown circulation report from approximately 2005 can be reviewed and discussed at the next Committee meeting.
- Approved modifications to the Fifth Avenue/San Carlos Street intersection by installing a new Stop Sign for westbound travel - subject to Council approval, removing a misleading arrows sign on the post in the northwest planter, painting the pavement for eastbound travel to discourage travel into the one-way street, painting an eastbound directional arrow at the driveway east of the Post Office, and reviewing the site conditions in approximately six months.

- Approved a request for marked parking stalls on the east side of Mission Street between Eighth and Ninth Avenues.
- Modified a request for a No Parking post on Santa Rita Street, 2 southeast of Ocean Avenue, by approving the painting of one directional arrow on an existing post and painting No Parking on the pavement next to a retaining wall.
- Reviewed the Santa Rita Street/Mountain View Avenue intersection, and approved installation of a convex mirror to be installed in the southeast quadrant.
- Denied a request for a No Parking post at the southeast corner of Tenth Avenue and Dolores Street.

## **Administration**

- Prepared the staff report and presentation slides for the December 3rd City Council meeting for the Public Works Director to review Public Works operations, highlight key accomplishments over the past 7+ years, and present six categories in the Infrastructure Report Card comparing current 2024 infrastructure conditions with that of 2017.
- The Public Works Director updated the 1995 Job Description, and the position was posted in early December. Director Harary will be retiring on December 23rd. Environmental Programs Manager Mary Bilse will be Acting Director and is well underway in getting up to speed on key Public Works projects, programs, and challenges.
- Valeria Gaino began her position as Environmental Analyst effective November 1st.
- A background check is in progress with a candidate to fill the new Maintenance Worker position for Forestry that was included in the Fiscal Year 2024/25 Budget.
- The Maintenance Worker I/II position(s) anticipated to be vacant in 2025 were posted for recruitment.
- A second final candidate withdrew from further consideration for the vacant Project Manager position, and the position was reposted.
- Director Harary attended his last TAMC TAC meeting where he shared the City's success in implementing the AB 413 Daylighting Bill. He also announced his retirement to peers who may be interested in applying for the Carmel opportunity. Project Manager Javier Hernandez will serve on the TAMC TAC, effective January, and Public Works Superintendent Rob Culver will continue to serve as our alternate member.
- Met with Mayor-Elect Byrne to review new ideas to improve the Village.
- Met with the Leadership Carmel Class of 2025 Project Manager and provided feedback for a few potential Legacy Projects that the class is proposing to accomplish next year.
- At the request of Public Works Staff, and with support from the City Administrator, Director Harary began to hold a series of eight informal training sessions dubbed "Bob University." Training sessions held in November included: "Public Presentation Tips," "Budgeting and Financial Tips," and "Leadership and Management Tips." December sessions will include: "Consultant Selection Process and Professional Services Agreements," "Capital Improvement Projects from Programming through Construction Closeout," "Facility Maintenance," and "Community Awareness of Public Works." Sessions are being video recorded for future reference.
- Attended the CalPERA Class at the Monterey Conference Center regarding Public Sector Compensation and Labor Trends.

## **Carmel Cares and Other Volunteer Groups**

- City Lloyd once again improved the flowers and plantings in the WWI Memorial Arch located at Ocean Avenue and San Carlos Street.
- The Friends of MTNP (FOMTNP) upgraded single panel map signs with adjacent matching panels containing cork boards for public postings, at all five primary entrances into the

Preserve. The City will be upgrading the map displays in the original panels also using FOMTNP donated funds.

- The FOMTNP and the City Forester will be providing a joint presentation at the December 12th Forest and Beach Commission regarding shared maintenance programs and success in the MTNP over the years.
- Carmel Cares received two more donations, one from a private fund and one from the Pine Inn, to offset expenses associated with the Ocean Ave Median Landscaping project.
- Carmel Cares sent in another 9,000 cigarette butts collected in the downtown area to Terracycle for conversion into furniture.

### **Environmental Programs**

- For the MTNP 3 Drainage Projects, a) submitted a request from the California State Parks grant for reimbursement of \$177k, and b) submitted a letter to the Army Corps of Engineers to close out the first of three regulatory permits obtained for this project.
- For the Coastal Engineering Study, Phase 2 Project, worked with the consultants to modify the draft Community Survey associated with Sea Level Rise based on feedback received at the November 14th Forest and Beach Commission meeting.
- Researched and updated CalRecycle procurement records.
- Began to update and streamline the SB 1383 recycling/organics program's waiver process.
- Coordinated City staff attendance at an annual training event, hosted by the Monterey Regional Stormwater Management Program, regarding implementation of Construction Best Management Practices and Site Inspections.
- Selected a furniture vendor, refined office furniture needs to maximize refurbished furniture, and reviewed quotes. The selected furniture will be installed in the new Public Works offices for environmental and project management staff currently being constructed at Vista Lobos.
- Public service messages in Friday Letters included information on California King Tides, and proper Food Composting of Thanksgiving feast leftovers.

### **Facility Maintenance**

- For the ADA Upgrades Project, Year 7, requested quotes from steel fabricators to install eight ADA-compliant handrail extensions to existing railings around the Sunset Center site.
- A Contractor is nearing completion of three enclosed offices for Public Works staff in the back of the Vista Lobos community room. Completed work included framing, electrical modifications, dry wall installation, texturing, and installation of windows. Remaining work includes lighting and painting by the contractor, and carpeting and relocation of an air duct by Facility Maintenance staff.
- Problems persist with the roll up door at the Norton Court Garage. Although the security access system was upgraded as a capital improvement project, the motor to the roll up door failed and cannot be repaired. Efforts to find a replacement motor have been unsuccessful to date, and replacement of the entire roll up door with a new motor is upwards of \$30,000.
- Removed Halloween decorations around Devendorf Park and installed white year-end holiday lighting along the Ocean Avenue medians and lighted reindeer in Devendorf Park.
- Checked roofs, cleared gutters, and tested sump pumps and generators in preparation for winter storms.
- Replaced several damaged window screens for the Fire Station.
- Coordinated troubleshooting efforts for a backup phone line to Flanders Mansion used for the security system.
- Made minor adjustments to the tree up-lights along the Ocean Avenue medians.

## **Project Management for the Capital Improvement Program**

### 4 Leaf Projects:

- For the Police Building Project, additional meetings were held with Indigo Architects and the Project Team to review the Design Concept to rehabilitate and expand the existing building on-site. Indigo provided refined floor plans which included potential furniture layouts, initial architectural renderings of the proposed building complex from different perspectives and refined the preliminary construction phasing plan based on staff comments. The date to unveil the design concept dates was considered factoring in new City Councilmembers coming on board and changes to the Ad Hoc Committee. The next public meeting is anticipated in early January 2025.

### Ausonio, Inc. Projects:

- For the Sunset Center Cottage Window Repairs Project, once the hazardous materials were remediated and cleared in October, the Contractor made great progress on the repairs of the windows in November. The City Planner assessed the repaired windows, noted the good “aged character look,” and agreed that the windows meet the historic quality standards. A punch list was prepared for minor remaining items. The project is anticipated to be completed in December, ahead of schedule and under budget.
- For the City Hall Roof Replacement Project, the Contractor installed the gutters and downspouts and performed several additional punch list items in November; however, the gutters and downspouts were substandard in several locations and require rework. Also, due to water intrusion that occurred in September due to the responsibility of the Contractor, a change order was issued reducing the contract amount by \$35,000 to cover actual costs incurred by the City for DKS disaster cleanup, additional Ausonio fees, and key City staff time directly involved in the cleanup. In addition, a subcontractor filed a Stop Payment Notice to the City claiming that they were not paid for their work. A response letter, with input from the City Attorney’s office, is forthcoming.
- For the San Antonio Pathway Repair Project, Second to Fourth Avenues. the Contractor mobilized to the site in early November. A detour for southbound San Antonio traffic, going east on Second Avenue and south on Camino Real and/or Carmelo, both met with strong local resident opposition. Traffic control adjustments continue to be made as needed. The Contractor also excavated the concrete piers in the southerly half of the project and set up forms for the steel-reinforced pier caps. Unfortunately, several additional piers were found to need pier caps which will result in change orders on the order of \$70k. A mid-year budget augmentation will be needed to continue to advance construction.
- For the Sunset Center Retaining Walls Repair Project, Ausonio prepared a revised construction cost estimate based on staff’s review of their initial, overly conservative estimate. The new estimate of \$1.4M exceeds the available budget of \$550k. The Project Team is proposing to defer repair of the wall along Mission Street, south of Eighth Avenue, to a future Phase 2 which will reduce the Phase 1 project cost to \$900k. In addition, an option to revise the Carmel stone wall along Eighth Avenue with a railing element rather than a full height stone wall is being considered to further reduce costs. A mid-year budget adjustment of \$400k is also being considered to allow this “Shovel Ready” project to advance into construction in the springtime.
- For the Lincoln Street Trestle Bridge Evaluation Project, north of Fourth Avenue, a kickoff meeting and site visit was held with ZFA Structural Engineers. The engineers also took field measurements, photos of problem areas, and tested the footings.

### Wallace Group Projects:

- For the Shoreline Infrastructure Repair Project, which is combined with Reconstruction of the Fourth Avenue Outfall Wall Reconstruction Project, negotiations were concluded with the selected firm, Moffat & Nichol. The scope of work, fees (approximately \$400k), schedule, and contractual terms have now all been agreed to, and the documents are currently being converted into a Professional Services Agreement. The Agreement 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, two special conditions of the encroachment permit are being resolved as necessary to close out this project.
- For the MTNP 3 Drainage Projects, City Councilmembers and Forest and Beach Commissioners toured the site on November 4th. The Contractor previously completed all three projects in the MTNP and the urgent repair of a drainage sink hole located near Eighth Avenue and Scenic Road. Using the remaining \$12k left in the contract, the Contractor also repaired a large pavement patch on Ladera Drive. All field work is now complete. A Notice of Completion was prepared and recorded.
- For the 4 City-wide Drainage Improvements Project, staff prepared the staff report, resolution, and presentation slides to request the City Council to award the Base Bid at their December 3rd meeting. The Base Bid contains three projects which were included in the Storm Drain Master Plan Update as high priorities at a cost, with contingency, of \$1,285,185.
- For the Sunset Center North Lot Electrical Panel Replacement and EV Charging Stations Project, PG&E prepared their design for a new transformer to provide EV service, and prepared a draft Agreement, under Rule 29A, which would offer the City and EV charging patrons discounted electrical rates for the charging stations.
- For the Rule 20A Undergrounding Project, the City Council established the Del Mar Underground Utility District at their November 5th meeting. Staff provided the adopted Resolution and District boundary map to PG&E, and PG&E notified staff that the City is now an "Active Community," thus eliminating the risk of losing any further Work Credits.
- For Wave Astound Broadband's proposed Fiber Optic project, staff met with Wave to outline the path ahead. Wave appears opposed to installing their cables underground. As an alternative, good faith effort to work with the City, Wave suggested providing the City with a dedicated dark fiber line which would improve the City's IT connectivity between computer servers in various City buildings and would lead to improved Hot Spots for the community. Technical parameters are currently being explored. Once established, the project will return to the City Council seeking approval of the corresponding Encroachment Permit with Special Conditions of Approval in early 2025.

### **Street Maintenance**

- Supported the Veteran's Day event (although canceled due to weather) and the Craft Fair by setting up no parking and detour signs, barricades, and providing additional staffing.
- Cleaned up after several November storms. No flooding was reported and only a few tree limbs fell, but more potholes were observed, and extra street sweeping was required.
- Based on citizen concerns about upcoming winter storms, additional drainage berms were installed at several locations using hot mix asphalt.
- For the City Hall Parking Lot Resurfacing Project, restriped the parking lot, including with an ADA-accessible van parking space, and installed new tire stops and a bike rack. Some fine tuning of parking spaces to improve safety is scheduled for December.
- At Rio Park, site cleanup continues by removing old bollards, discarded pipes and lumber, and debris. In addition, the metal beach fire cauldrons were sold at a public auction.

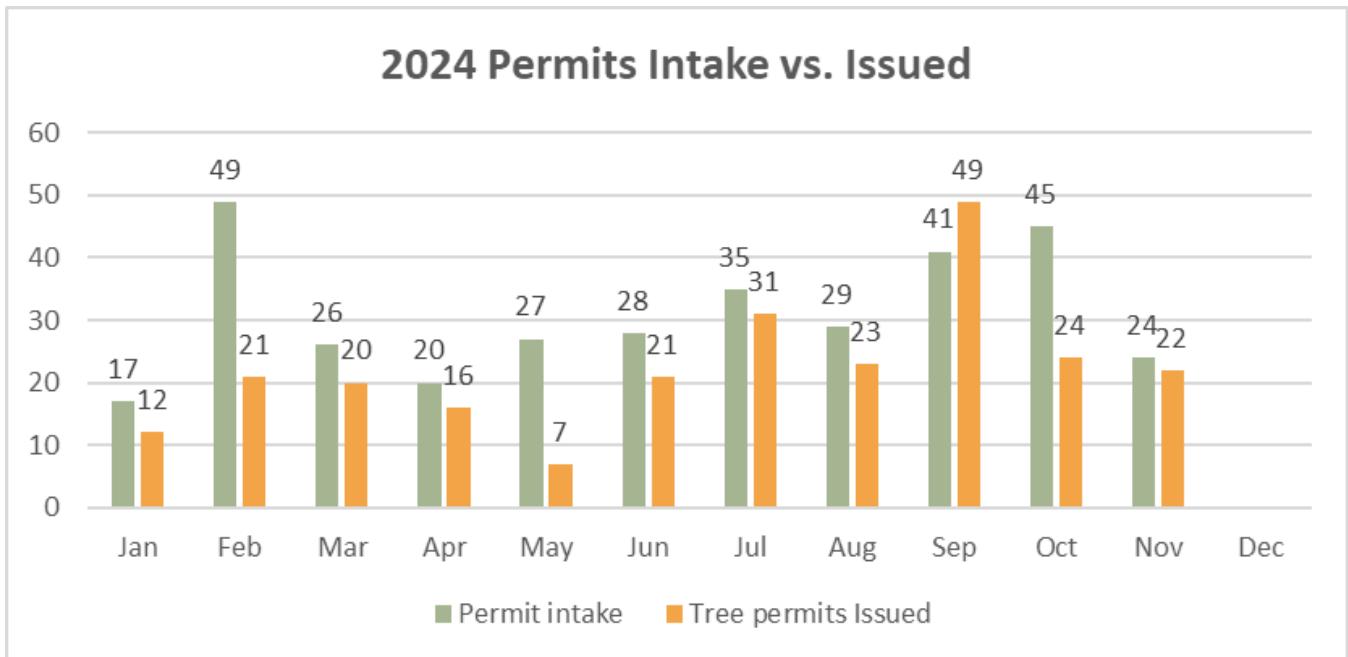
- Finished spreading wood chips along the last segment of Willow Trail in the MTNP.
- Continued making priority repairs for sidewalks, including at four locations requested by the Police Department.
- Made repairs to the wooden boardwalk along the Fourth Avenue pathway towards the beach access stairs.
- Removed a deteriorated wood bench and supports at Scenic Road near Thirteenth Avenue and ordered a replacement bench.
- The old vehicle lift in the Garage has been out of service for some time. A contractor notified us that a \$22k hydraulic cylinder needs to be replaced. Alternatives are being considered in lieu of further investment in the old vehicle lift such as a portable lift that could be relocated and reused when the Police and Public Works Building is renovated.

## **Forestry, Parks, and Beach**

- Carmel Forest Master Plan (CFMP):
  - Based on a selection committee's review of eight Statements of Qualifications received from environmental firms, three firms were short-listed for informal interviews in early December. The selected firm will conduct the CEQA analysis of the final CFMP when it is ready.
- Contractors:
  - Landscape maintenance contractor Town & Country began to provide landscape maintenance services along the Scenic Pathway previously funded by Carmel Cares. This contractor also continues their landscape maintenance throughout the City with new task orders issued for watering newly planted trees and relocating an irrigation box on the Scenic Pathway.
  - City Contractor Tope's Tree Service began working on a Task Order including 40 dead or dying trees for removal or pruning.
  - New Task Orders are being compiled for West Coast Arborists and Community Tree Service and will be sent by late December/early January.
- City Staff and Crews:
  - City Forester Justin Ono earned certification as a Parks and Recreation Professional from the National Recreation and Parks Association.
  - Forestry and Environmental staff attended Stevenson Lower School to launch the National Oceanic and Atmospheric Administration's "Ocean Guardians Program." Students will be supporting this initiative by ongoing cleanup efforts in Forest Hill Park.
  - Administrative Analyst Tom Ford conducted an informal sound survey around the Upper Forest Hill Park pickleball courts and researched acoustical fencing information.
  - In November, Forestry crews planted 6 new trees, pruned 32 trees, removed 8 dead or dangerous trees, and ground or removed 6 stumps.
  - Installed landscaping around the retaining wall planter in the south City Hall parking lot. Plantings included Ceanothus: Ray Hartman and Carmel creeper, Flannel bush, Emerald carpet manzanita, and red flowering currant.
  - Continued to prune overgrown acacia at the North Dunes Habitat Restoration site.
  - In preparation for construction on the San Antonio Pathway Reconstruction Project, crews trimmed trees and landscaping from Fourth Avenue northwards. The process will be repeated in the section south of Second Avenue as the construction contractor completes work in the first section.

## Permit Information

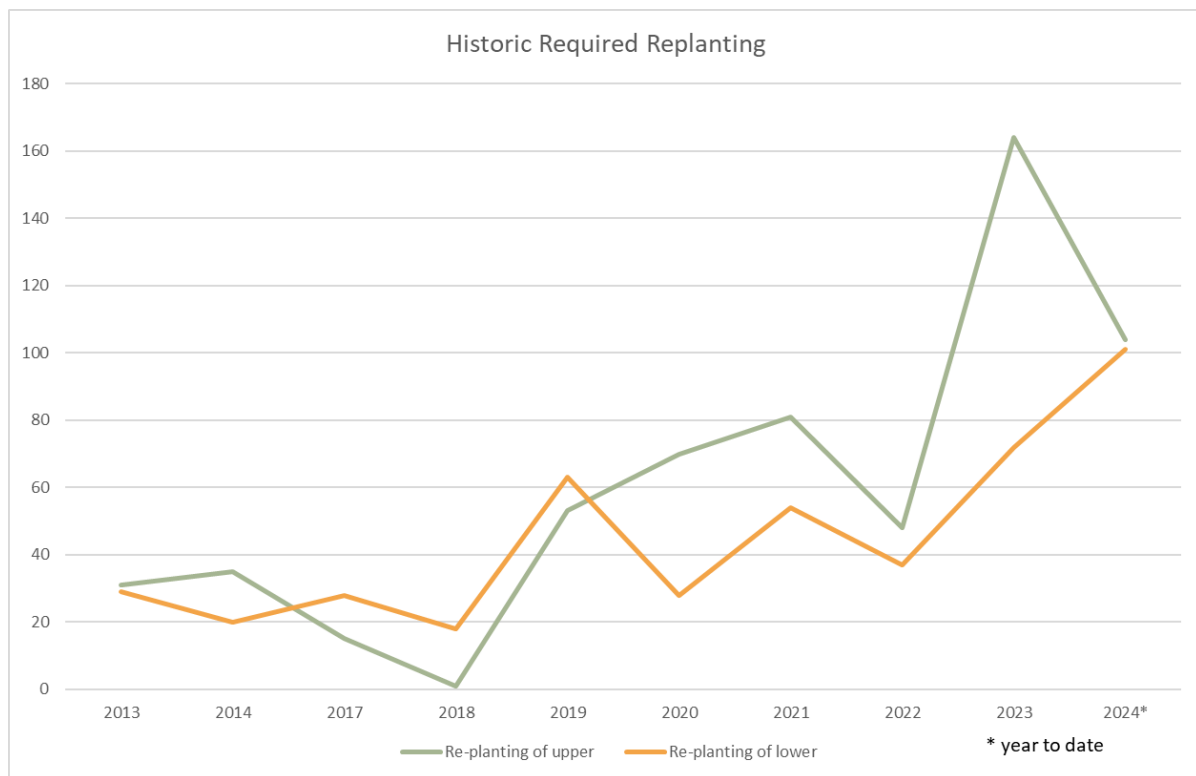
2024 Permitted removals, pruning, and required planting												
	Tree permits received	Tree permits Issued	Site Inspections Performed	Total Prunings	Total Removals	Removal of Upper	Removal of Lower	Required to Plant Upper	Required to Plant Lower	No room for new tree	Meets Density Rec.	Total Number 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	23	8	13	13	8	5	7	9	0	1	16
September	41	49	15	22	46	16	30	36	25	0	1	61
October	45	24	11	19	21	9	12	11	12	0	2	23
November	24	22	8	12	16	8	8	16	18	0	4	34
December												
<b>2024 Totals</b>	<b>341</b>	<b>246</b>	<b>74</b>	<b>109</b>	<b>212</b>	<b>98</b>	<b>114</b>	<b>104</b>	<b>101</b>	<b>2</b>	<b>22</b>	<b>205</b>



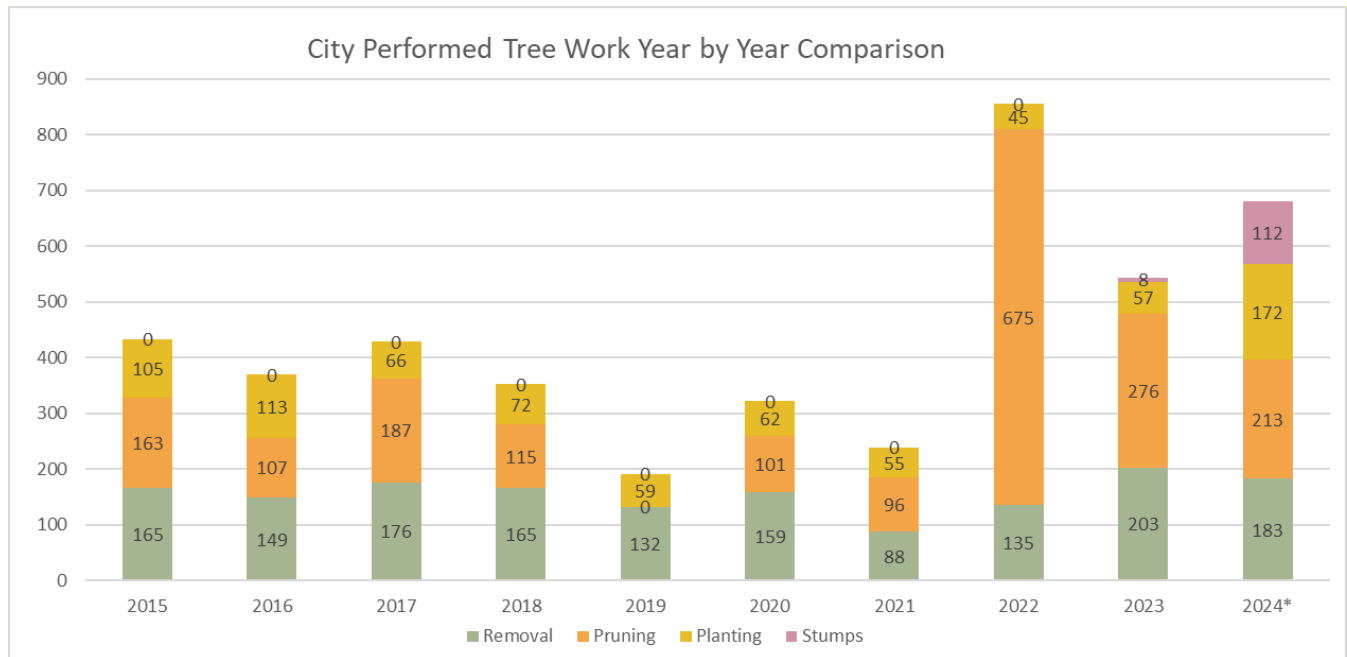


Historic permitted removals and required planting		
	Re-planting of upper	Re-planting of lower
2013	31	29
2014	35	20
2017	15	28
2018	1	18
2019	53	63
2020	70	28
2021	81	54
2022	48	37
2023	164	72
2024*	104	101
	*year to date	

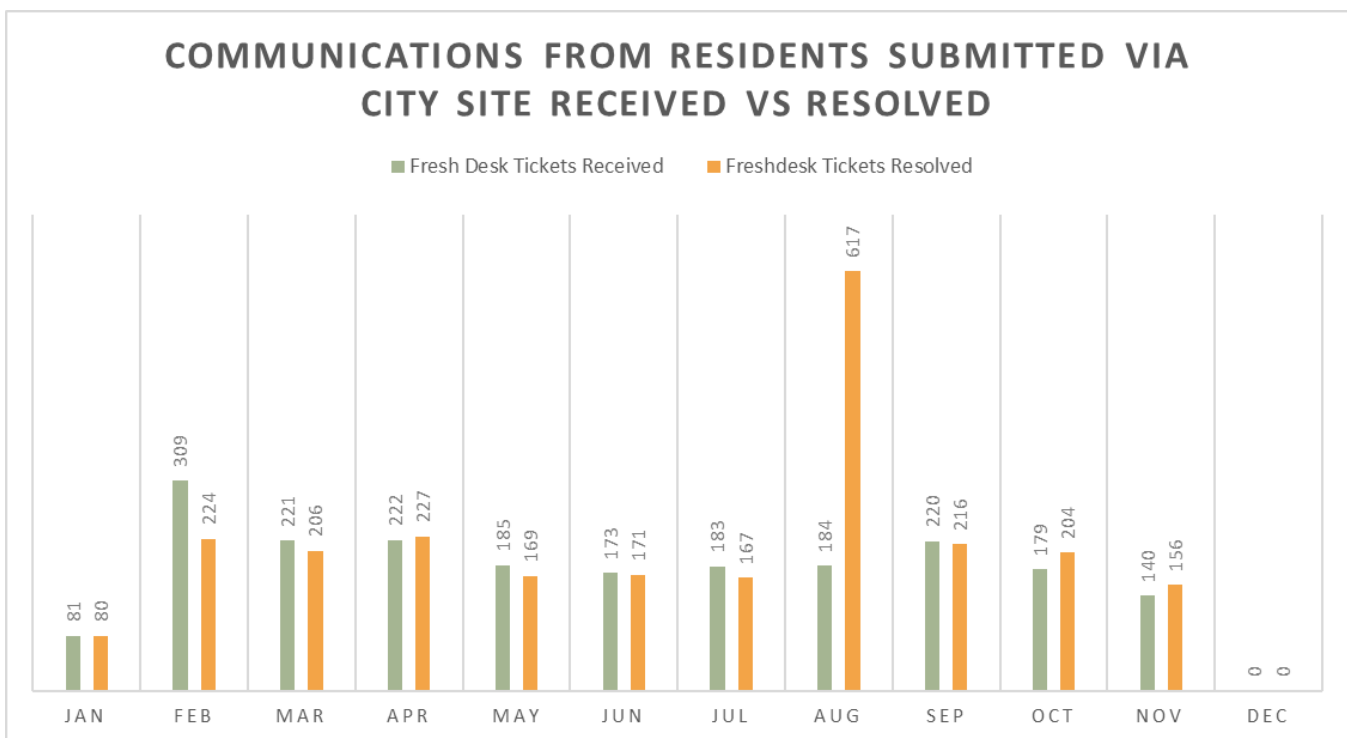
Historic permitted removals and required planting								
Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023	324	211	113	223	164	72	68.83%	336
2024	212	98	114	205	104	101	96.70%	356



## 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. (Spike in resolutions partly due to large ticket cleanup project undertaken by Forestry support staff.)