



CITY OF CARMEL-BY-THE-SEA

Public Works Department December 2024 Report

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Mary Bilse, Acting Public Works Director
SUBMITTED ON:	January 16, 2025
APPROVED BY:	Chip Rerig, City Administrator

City Council Meeting of December 3, 2024

- Adopted Resolution 2024-098 authorizing the City Administrator to execute a construction contract with Coastal Paving & Excavating, Inc., in an amount, including contingency, of \$1,285,185, for Projects #1, 2, and 3 of the Drainage System Repairs Projects.
- Received a Report regarding the Public Works Department Services, Key Accomplishments over the past seven years, and the 2024 Infrastructure Report Card.

Forest and Beach Commission Meeting of December 12, 2024

- Received a Report regarding the Public Works Department Services, Key Accomplishments over the past seven years, and the 2024 Infrastructure Report Card.
- Adopted Interim Pickleball Runes in Forest Hill Park
- Adopted Forest and Beach Commission Meeting Dates for 2025.
- City Forester presented the Forester's Report for November 2024.
- The Public Works Director presented the Public Works Department Report for November 2024.

Carmel Cares, Friends of Mission Trail Nature Preserve and Other Volunteer Groups

- Volunteers from Carmel Cares regularly pick up trash on Carmel Beach and in the Downtown Carmel.
- Garden Club is working to maintain and beautify the City Hall gardens.
- Friends of Mission Trail Nature Preserve have been cleaning brush throughout the Preserve throughout December 2024.

Environmental Programs

- For the MTNP 3 Drainage Projects, reviewed the restoration planting plan and verified final plant count.
- 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. Attended meetings to review the adaptation strategies matrix prepared by Integral.
- Reviewed and conducted final stormwater plan checks for private construction sites.
- Worked with Carmel Area Wastewater District to clean out the City's large storm drain Continuous Deflection Separator (CDS) units.
- Coordinated with City Staff regarding the CalRecycle procurement records.
- Continued to update 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.
- Public service messages in Friday Letters included information on the Monterey Regional Stormwater Management Program and Our Water Our World to collaborate to offer less-toxic, eco-friendly products for pest control.

Facility Maintenance

- Upgraded the sump system in the Park Branch Library basement.
- Enhanced the Park Branch emergency generator by adding additional emergency power circuits to the reading room.
- Installed touchless faucets in the main library restrooms at Harrison Memorial Library.
- Replaced the failed retaining wall in the Flanders Mansion basement.
- Completed roof maintenance, including roof tile and gutter work, at Flanders Mansion.
- Replaced flooring and furniture in the Police Department's detective office.
- Upgraded the security access system at the Norton Court parking garage.
- Completed hydro-jetting of all plumbing lines at public restroom facilities.
- Repaired the broken EV charger at Vista Lobos parking lot.
- Repaired storm-damaged roof at Forest Theater stage facility.
- Replaced a failed transfer switch for the Public Works/Police Department emergency generator.
- Upgraded the drinking fountain at Devendorf Park restrooms to ADA-compliant standards.
- Assisted the IT Department with the repair of license plate reader cameras.
- Installed a new wall and electrical circuits in the Park Branch Library Director's office.
- Replaced all damaged window screens at the fire station.

Project Management for the Capital Improvement Program

4 Leaf Projects:

- For the Police Building Project, Council received a report from the Ad Hoc Committee and provided direction on authorizing Indigo/Hammond+Playle Architects to proceed with schematic design concepts to rehabilitate and expand the existing building on-site to accommodate the pragmatic functions of a contemporary police building.

Ausonio, Inc. Projects:

- For the City Hall Roof Replacement Project, contract was awarded to California Constructors in the amount of \$175,340, which includes a 10% contingency, is complete. Construction is 99% complete and Contractor is working through their final punch list items.
- The Sunset Center Cottage Window Repairs Project contract in the amount of \$161,040, which includes a 10% contingency, to Pro-Ex Construction was awarded at the August City Council Meeting. Construction is 99% complete and Pro-Ex is working through their final punch list items.
- For the San Antonio Pathway Repair Project, Second to Fourth Avenues, contract was awarded at the October 2024 City Council meeting to Sharp Engineering and Construction in the amount of \$503,470. Construction on this project began in December 2024 and is now 75% complete.
- For the Sunset Center Retaining Walls Repair Project, ZFA submitted 90% plans and technical specifications. An extra work authorization was issued to ZFA for repairs of two large cracks in another wall in the north parking lot. This project is being reviewed by Public Works staff and will go to Council for additional funding in Spring 2024.

Wallace Group Projects:

- For the FY 2023/2024 City-wide Paving Project, staff is reviewing a proposed contract amendment for the creation of the FY 2024/25 conglomerate paving project approved by Council with a budget of 2.8 million. The design for this project is 95% complete and is expected to go out to bid in spring 2024.
- 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 1 Condition Assessment Report. The City selected Moffett and Nichol and are currently working on contract negotiations.

Additional Capital Improvement Projects:

- For the Cal Am Water Dolores Water Main Replacement Project, this project is now complete and the encroachment permit has been closed.
- 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. This project was awarded to Monterey Peninsula Engineers in the summer of 2024, and construction was completed by the end of 2024.
- For the four City-wide Drainage Improvement Projects, Neill Engineering completed plans and technical specifications. The project was advertised in September 2024 and the contract was awarded to Coastal Paving & Excavation in January 2025. The anticipated start of construction is February 2025.

Street Maintenance

- Assisted CAWD with vacuuming three of our four CDS units.
- Completed painting of curbs associated with AB 413.
- Assisted the Forestry Division for one week with storm clean-up.
- Repaired eight traffic signs damaged during the December storm.
- Completed smog testing on 10 City owned vehicles.
- Removed eight piles of debris from MTNP.
- Finished placing wood chips on Willow Trail in MTNP.
- Continued filing in tree wells in the downtown area with decomposed granite for safety.
- Continued making priority sidewalk repairs.
- Began installing rock-lined drainage channel at San Carlos and Second Avenue to prevent further erosion.

Forestry, Parks, and Beach

- Refer to City Forester's Report (attached).



CITY OF CARMEL-BY-THE-SEA

Monthly Report

City Forester's Report

TO: Forest and Beach Commissioners

FROM: Justin Ono, City Forester

SUBJECT: December 2024 Forester's Report

Forestry, Parks, and Beach Highlights:

Carmel Forest Master Plan (CFMP):

- Staff held interviews with three environmental consulting firms to select a consultant for the CEQA review of the Administrative Draft of the Forest Master Plan. A consultant was selected and is being notified.
- Staff received editable documents from Davey Resource Group (DRG) and officially took over final revision of the master plan. Edits will encompass public feedback from the October 2024 Steering Committee meetings.

Contractors:

- Landscape maintenance contractor Town & Country continues 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 the watering of newly planted trees and relocation of an irrigation box on the Scenic Pathway.
- City Contractor Tope's Tree Service continued 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 mid/late January.

City Staff and Crews:

- City crew cleared vegetation for facilitation of the San Antonio Pathway reconstruction south of Pebble Beach entrance.

As shown in the following tables and charts, the calendar year 2024 forestry statistics included:

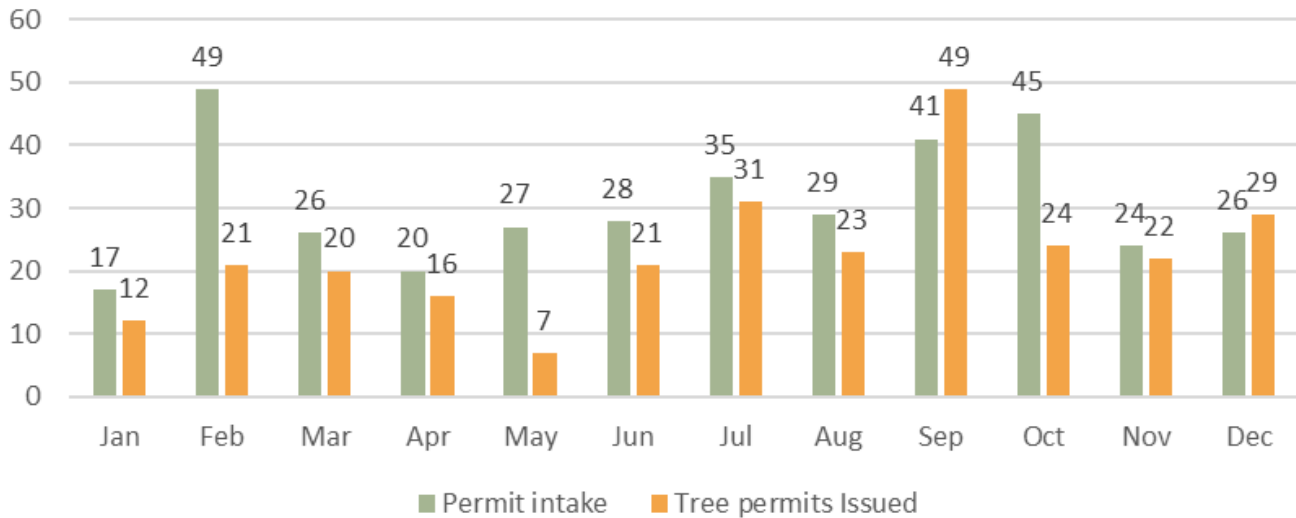
- Number of City trees removed = 193 (5% reduction from 2023)
- Number of City stumps removed = 112 (86% increase – *not including 2023 contractors*)
- Number of City trees pruned = 228 (21% decrease from 2023)
- Number of City trees planted = 174 (67% increase from 2023)
- Number of tree permit applications received = 391 (4% increase from 2023)
- Number of tree permits applications resolved = 336 (16% increase from 2023)
- Number of private trees removed = 231 (32% decrease from 2023)
- Number of private trees required to be replanted = 231 (2% decrease from 2023)
- Private tree removal permit required replant percentage = 100% (31.17% increase)
- Number of Communications (Fresh Desk) tickets received = 2270 (5% increase from 2023)
- Number of Communications (Fresh Desk) tickets resolved = 2619 (24% increase from 2024)

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	26	29	9	8	19	12	7	14	12	0	3	26
2024 Totals	367	275	83	117	231	110	121	118	113	2	25	231

2024 Permits Intake vs. Issued



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	118	113

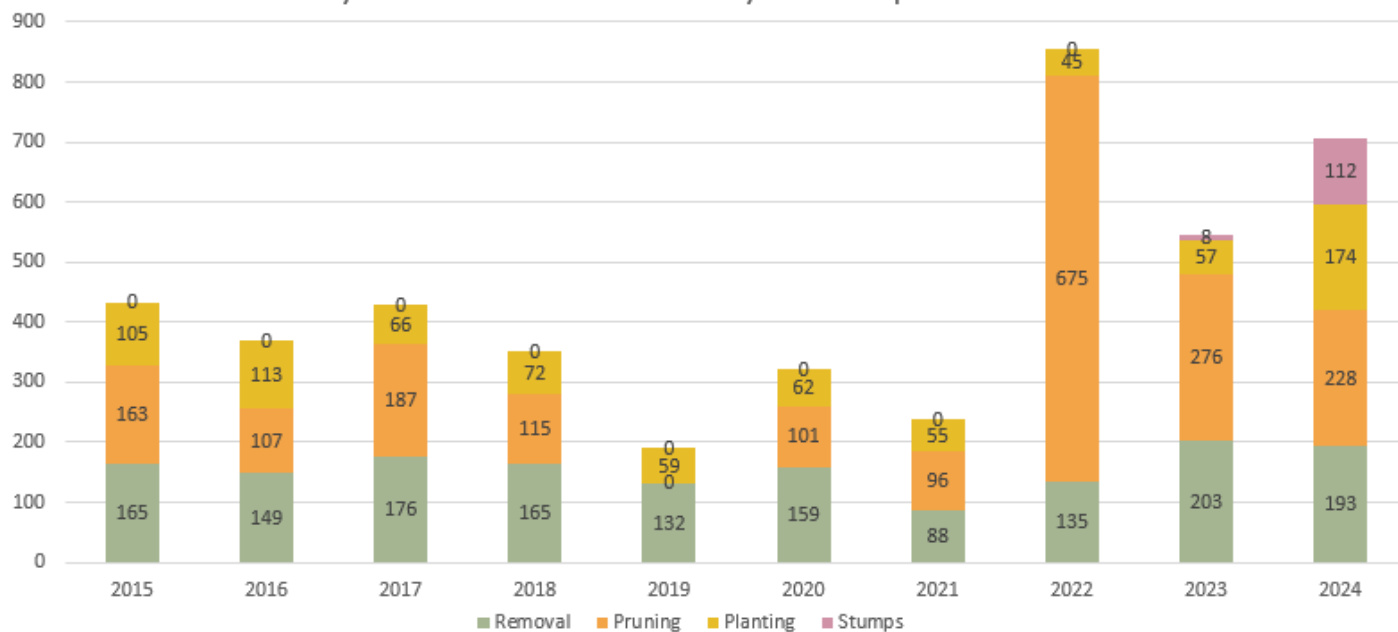
Historic permitted removals and required planting

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	231	110	121	231	118	113	100.00%	391

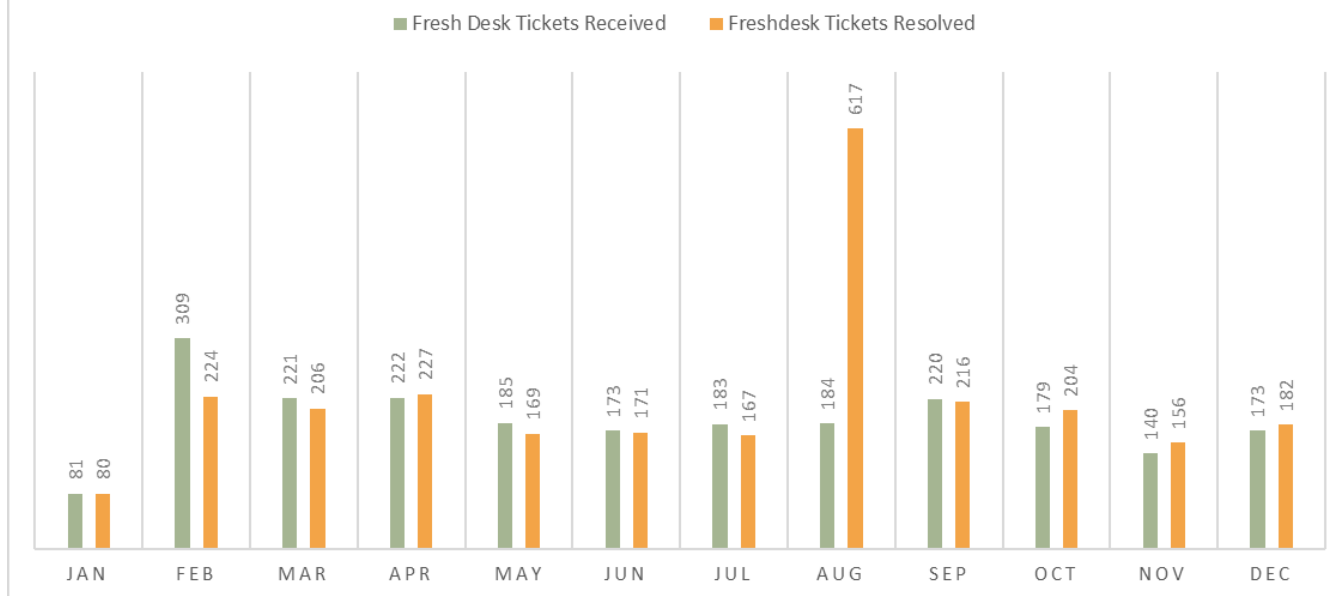
HISTORIC REQUIRED REPLANTING



City Performed Tree Work Year by Year Comparison



COMMUNICATIONS FROM RESIDENTS SUBMITTED VIA CITY SITE RECEIVED VS RESOLVED



*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.