



CITY OF CARMEL-BY-THE-SEA CITY COUNCIL AGENDA

Mayor Dave Potter, Councilmembers Jeff Baron,
Alissandra Dramov, Karen Ferlito, and Bobby
Richards
Contact: 831.620.2000 www.ci.carmel.ca.us

All meetings are held in the City Council Chambers
East Side of Monte Verde Street
Between Ocean and 7th Avenues

CITY COUNCIL SPECIAL MEETING Wednesday, August 30, 2023 10:00 AM

This meeting will be held in person at the Sunset Center, Carpenter Hall, located at San Carlos St. and 9th Ave., Carmel-by-the-Sea, CA 93921, and via Zoom.

HYBRID MEETING ATTENDANCE OPTIONS

This meeting will be held in person and via teleconference ("hybrid"). The public is welcome to attend the meeting in person or remotely via Zoom, however, the meeting will proceed as normal even if there are technical difficulties accessing Zoom. The City will do its best to resolve any technical issues as quickly as possible. To view or listen to the meeting from home, you may also watch the live stream on the City's YouTube page at: <https://www.youtube.com/@CityofCarmelbytheSea/streams>. To participate in the meeting via Zoom, copy and paste the link below into your browser.

<https://ci-carmel-ca-us.zoom.us/j/83020932434> Meeting ID: 830 2093 2434 Passcode: 792085 Dial in (253) 215-8782

HOW TO OFFER PUBLIC COMMENT

The public may give public comment at this meeting in person, or using the Zoom teleconference module, provided that there is access to Zoom during the meeting. Zoom comments will be taken after the in-person comments. The public can also email comments to cityclerk@ci.carmel.ca.us. Comments must be received at least 2 hours before the meeting in order to be provided to the legislative body. Comments received after that time and up to the beginning of the meeting will be made part of the record.

CALL TO ORDER AND ROLL CALL

PUBLIC APPEARANCES

Members of the Public are invited to speak on any item that does not appear on the Agenda and that is within the subject matter jurisdiction of the City Council. The exception is a Closed Session agenda, where speakers may address the Council on those items before the Closed Session begins. Speakers are usually given three (3) minutes to speak on any item; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Applicants and appellants in land use matters are usually given more time to speak. If an individual wishes to submit written information, he or she may give it to the City Clerk. Speakers and any other members of the public will not approach the dais at any time without prior consent from the Chair of the meeting.

ORDERS OF BUSINESS

Orders of Business are agenda items that require City Council, Board or Commission discussion, debate, direction to staff, and/or action.

1. Conduct a workshop/retreat to discuss the City Council's Strategic Priority Projects, gather input from the public, and provide direction to staff regarding prioritization of each project on the list. City Council may give directions to staff during strategic planning, however, any actions to implement such directions will be considered at future scheduled Council meetings.
2. Presentation received after agenda posting

ADJOURNMENT

3. Correspondence Received After Agenda Posting

This agenda was posted at City Hall, Monte Verde Street between Ocean Avenue and 7th Avenue, Harrison Memorial Library, located on the NE corner of Ocean Avenue and Lincoln Street, the Carmel-by-the-Sea Post Office, 5th Avenue between Dolores Street and San Carlos Street, and the City's webpage <http://www.ci.carmel.ca.us> in accordance with applicable legal requirements.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this agenda, received after the posting of the agenda will be available for public review at City Hall located on Monte Verde Street between Ocean and Seventh Avenues during regular business hours.

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 831-620-2000 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting (28CFR 35.102-35.104 ADA Title II).



CITY OF CARMEL-BY-THE-SEA CITY COUNCIL Staff Report

August 30, 2023
ORDERS OF BUSINESS

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Chip Rerig, City Administrator

SUBJECT: Conduct a workshop/retreat to discuss the City Council's Strategic Priority Projects, gather input from the public, and provide direction to staff regarding prioritization of each project on the list. City Council may give directions to staff during strategic planning, however, any actions to implement such directions will be considered at future scheduled Council meetings.

RECOMMENDATION:

The City Council Workshop will focus on receiving updates and discussing the status of the City Council's Strategic Projects. Additionally, during the workshop, we aim to gather input from the public and provide direction to staff regarding the prioritization of each project on the list. There will also be an opportunity to discuss potential new priorities for inclusion on the list. Any action resulting from these discussions will be considered at future scheduled Council meetings.

In order to ensure effective strategic planning and decision-making, it is recommended to conduct a workshop where City Council members can have a comprehensive discussion on the existing strategic projects. This discussion will allow for the collection of vital input from the public and enable Council members to provide direction to staff regarding project prioritization. The workshop will also provide an avenue for considering new priorities for inclusion.

BACKGROUND/SUMMARY:

The following is a brief chronological summary of how the City Council Strategic Priority List has evolved over the last couple of years:

- **October 12th, 2021** - City Council held a public workshop at Sunset Center to discuss roughly sixty (60) different projects associated with the Council's adopted Strategic Initiatives. Following a hearty and productive discussion, the Council reduced the list of priority projects to a total of thirty (30), recognizing that some tasks were "day to day" or belonged on other lists like the Capital Improvement Program (CIP).
- **January 4th, 2022** – Council received a presentation from staff on the list of thirty (30) priority projects. To aid in managing the Council's priority projects, staff created a worksheet called the "Council Priorities Tracker", which includes information about project completeness and month-by-

month updates/forecasting.

- **March 10th, 2022** - Council held another public workshop. Department heads presented and discussed each item on the full priority list of thirty (30) projects. Following these detailed discussions, and in consideration of available staff resources, Council opted to elevate sixteen (16) projects as the highest priority, and directed staff to focus their efforts on these projects before working on any of the remaining projects on the larger list of thirty (30). The concept behind this top priorities list, was that as projects were completed, and resources became available, another project from the larger list of thirty (30) could move up to become a top priority at the direction of the full Council.
- **September 13th, 2022** – Council received a brief update on each project contained in the tracking list of thirty (30) strategic priority projects, including the percentage complete and the items that have been completed, which were moved off the tracking sheet to a separate “Completed Projects” worksheet. Council gave direction to staff to give an update to Council after the election when the new Councilmember is seated.
- **January 31st, 2023** – Council conducts another public strategic workshop at Sunset Center. Department heads presented the status of each project on the full priority list of thirty (30) projects. This update included percentage of completion for active projects, and those which had been finalized and moved over to a separate list (5 total completed, not including the Climate Action Plan). Council discussed the active projects, and provided some preliminary direction about elevating certain projects to “top priorities”. Council also suggested moving other projects to the list of those that are fully completed (Vacant Positions, and Pandemic Recovery). Council directed staff to return in March at their regular meeting to present the outcomes from the strategic workshop and to receive direction on specific projects.
- **March 7th, 2023** – Council received a report on the outcome of the January 31, 2023, City Council Strategic workshop. Staff gave a brief summary of the direction received from Council on each item on the priority list, such as items to keep as a top priority, items to elevate, and items that have changed status or to combine.

This workshop will serve as a platform to receive updates on the progress of the City Council's Strategic Projects. It is essential to have an overview of the current status and projections for each project, in order to make informed decisions moving forward. Key components of the workshop include:

- City Council has thirty (30) strategic priority projects, with twenty (20) designated as “top priorities.”
- To date, eight (8) projects have been completed, leaving twenty-two (22) projects in various stages of progress.

In this report, you will find the following documents for your reference:

- **Attachment 1:** A complete tracking list of twenty-two (22) strategic projects that are still in progress, with seventeen (17) of them being considered “top priority.”
- **Attachment 2:** A list of the eight (8) strategic projects that have been successfully completed.
- **Attachment 3:** A list of the eleven (11) "Level 3" strategic projects that were removed from the list in October 2021 for Council consideration.

EXECUTIVE SUMMARY

Council Priority Projects (In Progress)

Below is a list of the current Council Priorities that are in progress, including the status and direction for each priority as of January, the current status, and the projection through December 31. Top Priority items are indicated in the following list.

1. Update Zoning Code and Design Guidelines (Residential & Commercial) AND Explore Reinstatement of the Design Review Board (DRB)) - CP&B - 75% complete – Top Priority

Update since January 31st:

- First Draft of revised guidelines completed and distributed to community in February
- Steering Committee review/edits March to June
- Update to Council in June, with direction received to have Final Draft completed by December
Steering Committee meetings ongoing

Projection of progress through December 31st:

- Complete Second Draft of Design Guidelines
- Begin adoption hearings by December

2. Develop Accessory Dwelling Unit (ADU) Ordinance - CP&B - 75% complete – Top Priority

Update since January 31st:

- Drafted ADU Ordinance in collaboration with City Attorney
-

Projection of progress through December 31st:

- Plan a First Draft Ordinance workshop with Planning Commission for October or November

3. Develop Telecommunication Ordinance consistent with federal law - CP&B - 85% complete – Top Priority

Update since January 31st:

- Staff redrafted wireless ordinance based on feedback
- Released redrafted ordinance for community feedback
- Second full draft released August 5th
- Planning Commission Special Meeting held on August 23rd for recommendations to Council

Projection of progress through December 31st:

- Consideration of Ordinance by Council

4. Explore opportunities for permanent outdoor dining - CP&B - 25% complete

Update since January 31st:

- Not assigned High Priority status

- No significant update

Projection of progress through December 31st:

- No projected updates at this time

5. Review barriers to construction of affordable housing - CP&B - 75% complete – Top Priority

Update since January 31st:

- Multiple Community Meetings held by CP&B staff
- Onsite meeting with CA Department of Housing and Community Development (HCD)
- Participated in community engagement events
- Conducted online community surveys
- Staff completed first draft of General Plan, sent to State for comments

Projection of progress through December 31st:

- Complete a final draft for incorporating State's comments
- Present General Plan draft to Council for consideration

6. Explore redevelopment of the north lot at Sunset Center - CP&B - 0% complete

Update since January 31st:

- Included in the City's Housing Element as an opportunity site

Projection of progress through December 31st:

- No projection

7. Police/Public Works Building Renovation Project - PD/PW/CPB - 20% complete – Top Priority

Update since January 31st:

- Architects selected through RFP process for functional program report
- Condition Assessment and stakeholder interviews in progress

Projection of progress through December 31st:

- Concept plans and cost estimates for renovation options and new facility prepared by consultant
- Staff continues meeting with Ad Hoc Committee
- Present Functional Program Report in early 2024

8. Review opportunities for enhanced fire/ambulance service - PD - 0% complete – Top Priority

Update since January 31st:

- Joint Powers Agreement in development

Projection of progress through December 31st:

- Progress may have drastically changed by exploration of new opportunities

9. Develop a plan to ensure that the City's natural areas, as well as private property, are properly maintained to reduce fire risk - Fire/PD/PW - 55% complete – Top Priority

Update since January 31st:

- 3 tree contracts awarded
- 350+ dead, dying, fallen trees removed
- Landscape maintenance contractor and staff mowing, weed wacking, debris removal continues
- MTNP Weedies/PW ongoing fuel reduction

Projection of progress through December 31st:

- 30 task orders for landscape maintenance for FY23/24
- Utilize \$75K allocated by Council for MTNP for tree work
- Continue working through backlog of potentially dangerous trees, limbs, and stumps
- Fuel reduction efforts planned for Forest Hill Park in early 2024

10. Develop Forest Management Plan (FMP) & Update Tree Ordinance - PW - 60% complete – Top Priority

Update since January 31st:

- Inventory of 10,000 trees completed, 75% of technical studies completed
- Steering committee of five selected to supplement F&B Commission
- Public workshop held in July
- Stakeholder interviews complete
- Community survey will be released

Projection of progress through December 31st:

- Complete technical studies
- Complete a draft of UFMP for first review in late 2023
- Present draft report to F&B Commission
- Facilitate a second community meeting
- Update ordinances in 2024

11. Stormwater Ordinances update - PW - 90% complete – Top Priority

Update since January 31st:

- WQCB & CCC commented requested October 2022
- WCBC comments received December 2022
- CCC comments received June 2023, reviewed with City Attorney
- Currently working with City attorney and other agencies to address comments

Projection of progress through December 31st:

- Complete ordinances with first and second readings in the Fall
- Amend Local Coastal Program in the next year

12. Volunteer Group Facilitation - PW - 75% complete

Update since January 31st:

- Ongoing facilitation, coordination, and process improvements with Carmel Cares and FOMTNP
- Published an informational volunteer page on the City website
- Provided primary support to Leadership Carmel for the planning and installation of nature play and inclusive elements at Forest Hill Park

Projection of progress through December 31st:

- Improve volunteer efforts for the North Dunes habitat restoration site
- Incorporate new Forester with volunteer facilitation process

13. Increase Beautification Efforts - Ongoing - PW - 50% complete – Top Priority

Update since January 31st:

- Ongoing communication and coordination with Carmel Cares for Forest Theater landscaping, Scenic Pathway maintenance, Downtown Detail, and Median Minders
- Made improvements to upper Ocean Ave. pathway
- Stumpgrinder acquired by PW has improved the department's ability to address stumps around the Village
- Tree planting efforts continue

Projection of progress through December 31st:

- Seek direction from F&B Commission about Ocean Ave. median islands landscaping
- Complete the removal of tank and pumphouse at MTNP

14. Develop a Facilities Maintenance Plan (Facility Renovation Projects) - PW - 45% complete – Top Priority

Update since January 31st:

PW and consultant have completed project designs for:

- City Hall roof replacement
- Sunset Center north wing painting
- Cottage windows repairs
- HML painting
- Library Master Plan in progress (HML&PNL)
- Facility Condition Assessment completed for:
- City Hall
- Fire Station
- Vista Lobos building
- PW building

Projection of progress through December 31st:

- Begin construction of four renovation projects
- Progress on CIP's including:
Sunset Center, bollards, retaining walls, portico, Carpenter Hall heater
- Obtain quotes for Park Branch Library dumbwaiter decommissioning
- Obtain quotes for Sunset Center projects, fire recirculation pump, and ADA projects

15. Underground Utilities Rule 20A - PW - 40%_complete – Top Priority

Update since January 31st:

- Completed and submitted two options to PG&E for undergrounding, both options met criteria for 20A funding
- CA Public Utility Commission's (CPUC) rules changing may present challenges

Projection of progress through December 31st:

- Submit two options to Council to include a white paper and establish an Assessment District and submit documents to PG&E
- Remain prepared for PG&E's backlog for construction

16. Explore opportunities for Scout House - PW - 35%_complete – Top Priority

Update since January 31st:

- Issued an RFP for renovation, activities programming and facility maintenance
- No proposal received
- Help two public hearings, adopted two resolutions for Surplus Lands Act, met with CHCD

Projection of progress through December 31st:

- Seeking Council direction for next steps
- Receive CHCD findings

17. Coastal Engineering Study and Climate Committee - PW - 20% complete

Update since January 31st:

- Consultants are preparing Coastal Engineering Study (CES)
- PHASE I:
 - Task One (Shoreline Infrastructure Condition Assessment) presented to F&B in March
 - Task Two (Beach Sand Survey) presented to F&B in August
 - Both will be presented at next Climate Committee meeting

Projection of progress through December 31st:

- PHASE II:
 - Seek Council authorization to expend \$500k Coastal Commission LCP grant
 - Shoreline infrastructure repairs \$250k (CIP)
 - Prepare an RFP for a coastal engineering firm, seek council approval to enter into a PSA with selected consultant

18. Review/Reformulate approach to reserves/update financial policies - Administration - 35% complete

Update since January 31st:

- Progressive updates identified as part of the financial audit process
- Integrated as part of the FY 23/24 budgeting process
-

Projection of progress through December 31st:

- FY 22/23's financial audit will provide Finance the opportunity for thorough review and updates to policies

19. Develop and Implement Social Media Plan - Administration - 15% complete

Update since January 31st:

- Online presence enhanced with a City website refresh

Projection of progress through December 31st:

- Staff will seek Council direction on the priority status
- If elevated, next steps will include RFP for a consultant to guide staff on policy development and implementation

20. Explore opportunities for Flanders Mansion - Administration - 10% complete – Top Priority

Update since January 31st:

- Elevated to Top Priority Status
- Staff assigned to Flanders Mansion research

Projection of progress through December 31st:

- Staff presentation to City Council at September 12th meeting for direction

21. Explore Street Addresses - Administration - 30% complete – Top Priority

Update since January 31st:

- Retained Top Priority Status
- Staff pursued a collaborative relationship with Postmaster and USPS
- Staff research produced four options for next steps

Projection of progress through December 31st:

- Staff presentation to City Council at September 12th meeting for direction

22. Explore Parking and Traffic Management Program - Administration - 50%_complete – Top Priority

Update since January 31st:

- Public Engagement Phase completed
- Consultant held public meetings, public outreach through event participation, and gathered and organized input from community members for presentation to Council

Projection of progress through December 31st:

- Presentation to Council scheduled for September CC meeting
- Will seek direction from Council for a parking management ordinance
- October: tentative plans for a first reading of Draft Ordinance on Parking Management Program
- November: Second Reading of Ordinance
- December: Begin parking management program implementation phase

Completed Projects (8 total):

1. Develop a multi-pronged financial strategy to address pension liability
2. Restructure peninsula messenger service for at-home letter delivery
3. Develop organics/recycling ordinance
4. Forest theater facilities manager
5. Review and update sign ordinance
6. Filling vacancies
7. Pandemic recovery
8. Update Purchasing Policy

NEXT STEPS

Following the workshop, staff members will carefully review the feedback provided by the Council regarding the list of projects currently in progress. The staff will consider any changes to the prioritization of projects and address additions, removals, or modifications to the list of priorities as directed by the Council.

Once staff has thoroughly analyzed the feedback, any changes in the project prioritization, staff will be instructed to adjust their focus and allocate resources accordingly based on the updated priorities. In addition, any actions such as additional funding resources, staffing, etc resulting from these discussions will be considered at future scheduled Council meetings. Staff strives to ensure that the Council's input is effectively incorporated into the ongoing projects and will maintain open communication and staying responsive to Council's priorities to successfully execute Council's priorities within timeline and budgetary resources.

FISCAL IMPACT:

None for this item.

PRIOR CITY COUNCIL ACTION:

Background summary of prior Council action is included in the staff report.

ATTACHMENTS:

Attachment 1) In-Progress Priority Tracker

Attachment 2) Completed Priorities

Attachment 3) Level 3 Priority List

Council Priority Tracker: August 2023					
Council Priorities - Currently in Progress (highlighted #'s are designated as top priority)					
No.	Project	Category/Dept.	Update Since January 31st	% Complete	Projection of Progress Through Dec.31st
1	Update Zoning Code and Design Guidelines (Residential & Commercial) AND Explore Reinstatement of the Design Review Board (DRB))	CP&B	<ul style="list-style-type: none"> First Draft of revised guidelines completed and distributed to community in February Steering Committee review/edits March to June Update to Council in June, with direction received to have Final Draft completed by December Steering Committee meetings ongoing 	75%	<ul style="list-style-type: none"> Complete Second Draft of Design Guidelines Begin adoption hearings by December
2	Develop Accessory Dwelling Unit (ADU) Ordinance	CP&B	<ul style="list-style-type: none"> Drafted ADU Ordinance in collaboration with City Attorney 	75%	<ul style="list-style-type: none"> Plan a First Draft Ordinance workshop with Planning Commission for October or November
3	Develop Telecommunication Ordinance consistent with federal law	CP&B	<ul style="list-style-type: none"> Staff redrafted wireless ordinance based on feedback Released redrafted ordinance for community feedback Second full draft released August 5th Planning Commission Special Meeting held on August 23rd for recommendations to Council 	85%	<ul style="list-style-type: none"> Consideration of Ordinance by Council
4	Explore opportunities for permanent outdoor dining	CP&B	<ul style="list-style-type: none"> Not assigned High Priority status No significant update 	25%	<ul style="list-style-type: none"> No projected updates at this time
5	Review barriers to construction of affordable housing	CP&B	<ul style="list-style-type: none"> Multiple Community Meetings held by CP&B staff Onsite meeting with CA Department of Housing and Community Development (HCD) Participated in community engagement events Conducted online community surveys Staff completed first draft of General Plan, sent to State for comments 	75%	<ul style="list-style-type: none"> Complete a final draft for incorporating State's comments Present General Plan draft to Council for consideration
6	Explore redevelopment of the north lot at Sunset Center	CP&B	<ul style="list-style-type: none"> Included in the City's Housing Element as an opportunity site 	0%	<ul style="list-style-type: none"> No projection
7	Police/Public Works Building Renovation Project	PD/PW/CPB	<ul style="list-style-type: none"> Architects selected through RFP process for functional program report Condition Assessment and stakeholder interviews in progress 	20%	<ul style="list-style-type: none"> Concept plans and cost estimates for renovation options and new facility prepared by consultant Staff continues meeting with Ad Hoc Committee Present Functional Program Report in early 2024
8	Review opportunities for enhanced fire/ambulance service	PD	<ul style="list-style-type: none"> Joint Powers Agreement in development 	10%	<ul style="list-style-type: none"> Progress may have drastically changed by exploration of new opportunities
9	Develop a plan to ensure that the City's natural areas, as well as private property, are properly maintained to reduce fire risk	Fire/PD/PW	<ul style="list-style-type: none"> Three tree contracts awarded 350+ dead, dying, fallen trees removed Landscape maintenance contractor and staff mowing, weed wacking, debris removal continues MTNP Weedies/PW ongoing fuel reduction 	55%	<ul style="list-style-type: none"> 30 task orders for landscape maintenance for FY23/24 Utilize \$75K allocated by Council for MTNP for tree work Continue working through backlog of potentially dangerous trees, limbs, and stumps Fuel reduction efforts planned for Forest Hill Park in early 2024
10	Develop Forest Management Plan (FMP) & Update Tree Ordinance	PW	<ul style="list-style-type: none"> Inventory of 10,000 trees completed, 75% of technical studies completed Steering committee of five selected to supplement F&B Commission Public workshop held in July Stakeholder interviews complete Community survey will be released 	60%	<ul style="list-style-type: none"> Complete technical studies Complete a draft of UFMP for first review in late 2023 Present draft report to F&B Commission Facilitate a second community meeting Update ordinances in 2024
11	Stormwater Ordinances update	PW	<ul style="list-style-type: none"> WQCB & CCC commented requested October 2022 WCBC comments received December 2022 CCC comments received June 2023, reviewed with City Attorney Currently working with City attorney and other agencies to address comments 	90%	<ul style="list-style-type: none"> Complete ordinances with first and second readings in the Fall Amend Local Coastal Program in the next year
12	Volunteer Group Facilitation	PW	<ul style="list-style-type: none"> Ongoing facilitation, coordination, and process improvements with Carmel Cares and FOMTNP Published an informational volunteer page on the City website Provided primary support to Leadership Carmel for the planning and installation of nature play and inclusive elements at Forest Hill Park 	75%	<ul style="list-style-type: none"> Improve volunteer efforts for the North Dunes habitat restoration site Incorporate new Forester with volunteer facilitation process
13	Increase Beautification Efforts - Ongoing	PW	<ul style="list-style-type: none"> Ongoing communication and coordination with Carmel Cares for Forest Theater landscaping, Scenic Pathway maintenance, Downtown Detail, and Median Minders Made improvements to upper Ocean Ave. pathway Stump Grinder acquired by PW has improved the department's ability to address stumps around the Village Tree planting efforts continue 	50%	<ul style="list-style-type: none"> Seek direction from F&B Commission about Ocean Ave. median islands landscaping Complete the removal of tank and pumphouse at MTNP

Council Priority Tracker: August 2023					
Council Priorities - Currently in Progress (highlighted #'s are designated as top priority)					
No.	Project	Category/Dept.	Update Since January 31st	% Complete	Projection of Progress Through Dec.31st
14	Develop a Facilities Maintenance Plan (Facility Renovation Projects)	PW	<ul style="list-style-type: none"> PW and consultant have completed project designs for: • City Hall roof replacement • Sunset Center north wing painting • Cottage windows repairs • HML painting • Library Master Plan in progress (HML&PNL) Facility Condition Assessment completed for: • City Hall • Fire Station • Vista Lobos building • PW building 	45%	<ul style="list-style-type: none"> • Begin construction of four renovation projects • Progress on CIP's including: <ul style="list-style-type: none"> • Sunset Center, bollards, retaining walls, portico, Carpenter Hall heater • Obtain quotes for Park Branch Library dumbwaiter decommissioning • Obtain quotes for Sunset Center projects, fire recirculation pump, and ADA projects
15	Underground Utilities Rule 20A	PW	<ul style="list-style-type: none"> • Completed and submitted two options to PG&E for undergrounding, both options met criteria for 20A funding • CA Public Utility Commission's (CPUC) rules changing may present challenges 	40%	<ul style="list-style-type: none"> • Submit two options to Council to include a white paper and establish an Assessment District and submit documents to PG&E • Remain prepared for PG&E's backlog for construction
16	Explore opportunities for Scout House	PW	<ul style="list-style-type: none"> • Issued an RFP for renovation, activities programming and facility maintenance • No proposal received • Help two public hearings, adopted two resolutions for Surplus Lands Act, met with CHCD 	35%	<ul style="list-style-type: none"> • Seeking Council direction for next steps • Receive CHCD findings
17	Coastal Engineering Study and Climate Committee	PW	<ul style="list-style-type: none"> • Consultants are preparing Coastal Engineering Study (CES) PHASE I: • Task One (Shoreline Infrastructure Condition Assessment) presented to F&B in March • Task Two (Beach Sand Survey) presented to F&B in August • Both will be presented at next Climate Committee meeting 	20%	PHASE II: <ul style="list-style-type: none"> • Seek Council authorization to expend \$500k Coastal Commission LCP grant • Shoreline infrastructure repairs \$250k (CIP) • Prepare an RFP for coastal engineering firm, seek council approval to enter into a PSA with selected consultant
18	Review/Reformulate approach to reserves/update financial policies	Administration	<ul style="list-style-type: none"> • Progressive updates identified as part of the financial audit process • Integrated as part of the FY 23/24 budgeting process 	35%	<ul style="list-style-type: none"> • FY 22/23's financial audit will provide Finance the opportunity for thorough review and updates to policies
19	Develop and Implement Social Media Plan	Administration	<ul style="list-style-type: none"> • Online presence enhanced with a City website refresh 	15%	<ul style="list-style-type: none"> • Staff will seek Council direction on the priority status • If elevated, next steps will include RFP for a consultant to guide staff on policy development and implementation
20	Explore opportunities for Flanders Mansion	Administration	<ul style="list-style-type: none"> • Elevated to Top Priority Status • Staff assigned to Flanders Mansion research 	10%	<ul style="list-style-type: none"> • Staff presentation to City Council at September 12th meeting for direction
21	Explore Street Addresses	Administration	<ul style="list-style-type: none"> • Retained Top Priority Status • Staff pursued collaborative relationship with Postmaster and USPS • Staff research produced four options for next steps 	30%	<ul style="list-style-type: none"> • Staff presentation to City Council at September 12th meeting for direction
22	Explore Parking and Traffic Management Program	Administration	<ul style="list-style-type: none"> • Public Engagement Phase completed • Consultant held public meetings, public outreach through event participation, and gathered and organized input from community members for presentation to Council 	50%	<ul style="list-style-type: none"> • Presentation to Council scheduled for September CC Meeting • Will seek direction from Council for a parking management ordinance October: tentative plans for a first reading of Draft Ordinance on Parking Management Program November: Second Reading of Ordinance December: Begin parking program implementation phase

COMPLETED PRIORITIES (8 TOTAL)			
#	ITEM DESCRIPTION	DEPARTMENT	STATUS
1	Develop a multi-pronged financial strategy to address pension liability	Administration	Completed
2	Restructure Peninsula Messenger Service for at-home letter delivery	Administration	Completed
3	Develop organics/recycling ordinance	PW	Completed
4	Forest Theater facilities manager	PW/Comm. Act.	Completed
5	Review and update sign ordinance	CP&B	Completed
6	Filling vacancies	Administration	Completed as of March 2023
7	Pandemic recovery	Administration	Completed as of March 2023
8	Update Purchasing Policy	Administration	Completed as of July 2023

Level 3 Priorities From October 2021				
Item Description		Department	Estimated Level of Staff Resources to Complete	Elevate Priority?
1	Review budget related community engagement strategy	Administration	High	
2	Consider creation of Downtown Master Plan	CPB/PW	High	
3	Conduct a ‘State of the Village’ presentation for the Community	Administration	Low	
4	Develop and conduct a community engagement survey to help inform the community about future budgets, including an inquiry on ways to improve community engagement	Administration	Low	Attachment 3
5	Work with the Carmel Chamber of Commerce to develop a Carmel Commercial Property Owners’ Association	Administration	Medium	
6	Underground power lines in partnership with PG&E	PW/CPB	High	
7	Develop a plan to assess the City’s natural assets to potentially influence future Capital Improvement Plans	PW	High	
8	Create a plan to increasingly bring the Community together and ensure City Council attendance at local events	Community Activities	Medium	
9	Develop a process and plan for encouraged/preferred commercial uses by reviewing the Commercial Zoning Code and working with the business community	CPB	Medium	
10	Develop a report on the feasibility of creating an economic opportunity function	Administration	High	
11	Energy Watch facilities assessment	PW	Low	



City of Carmel-by-the-Sea

City Council Strategic Priorities

City Council Workshop

August 30, 2023
Sunset Center



Priorities Tracker

Council Priority Tracker: August 2023









Currently in Progress (highlighted #'s are designated as top priority)

No.	Project	Department	Update Since January 31st	% Complete	Projection of Progress Through Dec.31st
1	Update Zoning Code and Design Guidelines (Residential & Commercial) AND Explore Reinstatement of the Design Review Board (DRB))	CP&B	<ul style="list-style-type: none"> First Draft of revised guidelines completed and distributed to community in February Steering Committee review/edits March to June Update to Council in June, with direction received to have Final Draft completed by December Steering Committee meetings ongoing 	75%	<ul style="list-style-type: none"> Complete Second Draft of Design Guidelines Begin adoption hearings by December
2	Develop Accessory Dwelling Unit (ADU) Ordinance	CP&B	<ul style="list-style-type: none"> Drafted ADU Ordinance in collaboration with City Attorney 	75%	<ul style="list-style-type: none"> Plan a First Draft Ordinance workshop with Planning Commission for October or November
3	Develop Telecommunication Ordinance consistent with federal law	CP&B	<ul style="list-style-type: none"> Staff redrafted wireless ordinance based on feedback Released redrafted ordinance for community feedback Second full draft released August 5th Planning Commission Special Meeting held on August 23rd for recommendations to Council 	85%	<ul style="list-style-type: none"> Consideration of Ordinance by Council
4	Explore opportunities for permanent outdoor dining	CP&B	<ul style="list-style-type: none"> Not assigned High Priority status No significant update 	25%	<ul style="list-style-type: none"> No projected updates at this time
5	Review barriers to construction of affordable housing	CP&B	<ul style="list-style-type: none"> Multiple Community Meetings held by CP&B staff Onsite meeting with CA Department of Housing and Community Development (HCD) Participated in community engagement events Conducted online community surveys Staff completed first draft of General Plan, sent to State for comments 	75%	<ul style="list-style-type: none"> Complete a final draft for incorporating State's comments Present General Plan draft to Council for consideration
6	Explore redevelopment of the north lot at Sunset Center	CP&B	<ul style="list-style-type: none"> Included in the City's Housing Element as an opportunity site 	0%	<ul style="list-style-type: none"> No projection
7	Police/Public Works Building Renovation Project	PD/PW/CPB	<ul style="list-style-type: none"> Architects selected through RFP process for functional program report Condition Assessment and stakeholder interviews in progress 	20%	<ul style="list-style-type: none"> Concept plans and cost estimates for renovation options and new facility prepared by consultant Staff continues meeting with Ad Hoc Committee Present Functional Program Report in early 2024



Completed Priorities

Items Completed: 8

1. **Develop a Multi-Pronged Financial Strategy to Address Pension Liability** 
2. **Restructure Peninsula Messenger Service for At-Home Letter Delivery** 
3. **Develop Organics/Recycling Ordinance** 
4. **Forest Theater Facilities Manager** 
5. **Review and Update Sign Ordinance** 
6. **Filling Vacancies** 
7. **Pandemic Recovery** 
8. **Update Purchasing Policy** 



Update Zoning Code and Design Guidelines (Residential & Commercial) AND Explore Reinstatement of the Design Review Board (DRB))

Item # 1

**Department
Community Planning & Building**

**Percentage Complete
January: 65%
August: 75%**

Direction from Council

- High Priority Status
- June 2023: Staff update to Council
- Received direction to have Final Draft complete by December 2023

Progress Since January 31, 2023

- First Draft of revised guidelines completed and distributed to community in February
- Steering Committee review/edits March to June 2023
- Steering Committee meetings ongoing

Projection Through December 31, 2023

- Complete second draft Design Guidelines and begin adoption hearings by December, 2023



Develop Accessory Dwelling Unit (ADU) Ordinance

Item # 2

**Department
Community Planning & Building**

**Percentage Complete
January: 65%
August: 75%**

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Drafted Accessory Dwelling Unit (ADU) Ordinance in collaboration with City Attorney

Projection Through December 31, 2023

- First Draft ordinance workshop with Planning Commission in October/November 2023



Develop Telecommunication Ordinance Consistent w/ Federal Law

Item # 3

**Department
Community Planning & Building**

**Percentage Complete
January: 75%
August: 85%**

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Redrafted wireless ordinance after community feedback
- Redraft presented at Community Workshop in March
- Received positive feedback from the community
- Second Draft released to the public on August 5th
- Planning Commission Special Meeting August 23rd
- Provided Recommendation to Council on redrafted Ordinance

Projection for Progress Through December 31st

- Have Ordinance considered by Council



Explore Opportunities for Permanent Outdoor Dining

Item # 4

**Department
Community Planning & Building**

**Percentage Complete
January: 25%
August: 25%**

Direction from Council

- Not Identified as High Priority

Progress Since January 31, 2023

- No significant update

Projection for Progress Through December 30, 2023

- No projected updates at this time



Review Barriers to Construction of Affordable Housing

Item # 5

**Department
Community Planning & Building**

**Percentage Complete
January: 45%
August: 75%**

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Held multiple community meetings and a Special Meeting with Planning Commission and Council
- Met with CA Department of Housing and Community Development (HCD)
- Engaged in Community Outreach efforts:
 - Farmers' Market
 - Conducted online Community Surveys
- August 2nd: Completed first draft
 - Sent draft to State for review and comments

Projection for Progress Through December 31st

- Complete a final draft incorporating State review and comments
- Staff presentation to Council



Explore Redevelopment of the North Lot at Sunset Center

Item # 6

**Department
Community Planning & Building**

**Percentage Complete
January: 0%
August: 0%**

Direction from Council

- Not Identified as High Priority

Progress Since January 31, 2023

- Included in the City's Housing Element as an opportunity site

Projection Through December 31, 2023

- No projection at this time



Police/Public Works Building Renovation Project

Item # 7

**Department
PD/PW/CPB**

Percentage Complete
January: 20%
August: 20%

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Architects selected through RFP process for functional program report (\$300k)
- Condition Assessment and stakeholder interviews in progress

Projection Through December 31, 2023

- Concept plans and cost estimates for renovation options and new facility prepared by consultant
- Staff continues meeting with Ad Hoc Committee (Mayor Potter, Councilmember Baron)
- Present Functional Program Report in early 2024



Review Opportunities for Enhanced Fire/Ambulance Service

Item # 8

**Department
Police Department (Public Safety)**

**Percentage Complete
January: 50%
August: 10%**

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Joint Powers Agreement in development

Projection Through December 31, 2023

- Continued exploration of new opportunities, including the Joint Powers Agreement



Develop a plan to ensure that the City's natural areas, as well as private property, are properly maintained to reduce fire risk

Item # 9

**Department
Fire/PD/PW**

Percentage Complete
January: 55%
August: 55%

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- March 3rd: Three tree contracts awarded (\$150k)
- 350+ dead, dying, fallen trees removed, most related to storm damage
- Landscape maintenance contractor and staff mowing, weed whacking, debris removal continues
- Mission Trail Nature Preserve (MTNP) Weedies/PW ongoing fuel reduction
- Community Wildfire Protection Plan (CWPP) in draft process

Projection Through December 31, 2023

- Public Works issued 30 task orders for landscape maintenance for FY 23/24
- \$75K allocated by Council for MTNP will be utilized for tree work
- Continue work to reduce backlog of potentially dangerous trees, limbs, and stumps
- Fuel reduction efforts planned for Forest Hill Park in early 2024
- Community Wildfire Protection Plan (CWPP) in draft process



Develop Urban Forest Master Plan (UFMP) & Update Tree Ordinance

Item # 10

**Department
Public Works**

Percentage Complete
January: 35%
August: 60%

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Consultant completed inventory of 10,000 trees and 75% complete with technical study
- Steering Committee of five selected to supplement Forest & Beach Commission
- First public workshop held in July
- Stakeholder interviews completed
- Community survey being issued

Projection Through December 31, 2023

- Substantially complete technical studies
- Draft UFMP for first review in late 2023
- Commission presentations
- Facilitate second community meeting
- Update Ordinances in 2024



Stormwater Ordinances Update

Item # 11

**Department
Public Works**

Percentage Complete
January: 85%
August: 90%

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Requested comments from the Water Quality Control Board (WQCB) & California Coastal Commission (CCC) in October 2022
- WQBC comments received December 2022
- CCC comments received June 2023, reviewed with City Attorney
- Working with City Attorney and other agencies to address comments

Projection Through December 31, 2023

- Complete Ordinances with first and second readings in the Fall
- Amend Local Coastal Program in the next year



Volunteer Group Oversight/Facilitation

Item # 12

**Department
Public Works**

Percentage Complete
January: 70%
August: 75%

Direction from Council

- Continue facilitation, coordination, and oversight of volunteer groups

Progress Since January 31, 2023

- Ongoing facilitation, coordination, and process improvements with Carmel Cares and FOMTNP
- Scheduled meetings with Carmel Cares two times per month
- Published an informational volunteer page on the City website
- Provided primary support to Leadership Carmel for the planning and installation of nature play and inclusive elements at Forest Hill Park

Projection Through December 31, 2023

- Improve volunteer efforts for the North Dunes habitat restoration site for consistency
- Incorporate new Forester with volunteer facilitation process



Increase Beautification Efforts - Ongoing

Item # 13

**Department
Public Works**

Percentage Complete
January: 35%
August: 50%

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Ongoing communication and coordination with Carmel Cares for Forest Theater landscaping, Scenic Pathway maintenance, Downtown Detail, and Median Minders
- Improvements made to upper Ocean Ave. pathway
 - ❖ Contracted landscape maintenance company to supplement Public Works' efforts
- Stump Grinder acquired by Public Works has improved the department's ability to address stumps around the Village
- Tree planting efforts continue

Projection Through December 31, 2023

- Seek direction from Forest & Beach Commission regarding Ocean Ave. median islands landscaping
- Complete the removal of tank and pumphouse at Mission Trail Nature Preserve (MTNP)



Develop a Facilities Maintenance Plan (Facility Renovation Projects)

Item # 14

**Department
Public Works**

Percentage Complete
January: 45%
August: 45%

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Public Works and consultant have completed project designs for:
- City Hall roof replacement
- Sunset Center north wing painting
- Cottage windows repairs
- Harrison Memorial Library painting
- Library Master Plan in progress (Harrison Memorial Library & Park Branch Library)
- Facility Condition Assessment completed for City Hall, Fire Station, Vista Lobos building, Public Works building
- Completion of City Hall parking lot retaining wall project



Develop a Facilities Maintenance Plan (Facility Renovation Projects)

Item # 14 (*continued*)

Department
Public Works

Percentage Complete
January: 45%
August: 45%

Projection Through December 31, 2023

- Begin construction of four renovation projects
- Progress on CIP's including:
 - ❖ Sunset Center, bollards, retaining walls, portico, Carpenter Hall heater
- Obtain quotes for Park Branch Library dumbwaiter decommissioning
- Obtain quotes for Sunset Center projects, fire recirculation pump, and ADA projects



Underground Utilities Rule 20A

Item # 15

**Department
Public Works**

Percentage Complete
January: 10%
August: 40%

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Completed and submitted two options to PG&E for undergrounding, both options met criteria for 20A funding
- California Public Utility Commission's (CPUC) rules changing may present challenges

Projection Through December 31, 2023

- November: Submit two options to Council to include a white paper and establish an Assessment District and submit documents to PG&E in order to “lock in” allocations
- Remain prepared for PG&E's backlog for construction, estimated to be a 10-year backlog



Explore Opportunities for Scout House

Item # 16

**Department
Public Works**

Percentage Complete
January: 35%
August: 35%

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Prepared and issued Request for Proposals (RFP) for renovation, activities programming and facility maintenance
- No proposals received
- Held two public hearings, adopted two resolutions for Surplus Lands Act, met with California Department of Housing and Community Development (HCD)

Projection Through December 31, 2023

- Seeking Council direction for next steps
- Review California Department of Housing and Community Development (HCD) findings



Coastal Engineering Study and Climate Committee

Item # 17

Department
Public Works

Percentage Complete
January: 0%
August: 20%

Direction from Council

- In Progress

Progress Since January 31, 2023

- Consultants are preparing Coastal Engineering Study (CES)
- **Phase 1:**
- Task One (Shoreline Infrastructure Condition Assessment) presented to Forest & Beach Commission in March
- Task Two (Beach Sand Survey) presented to Forest & Beach Commission in August
- Both will be presented at the next Climate Committee meeting

Projection Through December 31, 2023

- **Phase 2:**
- September: Seek Council authorization to expend \$500k Coastal Commission LCP grant
- Shoreline infrastructure repairs \$250k (CIP)
- Prepare an RFP for coastal engineering firm, seek council approval to enter into a PSA with selected consultant



Review/Reformulate Approach to Reserves/Update Financial Policies

Item # 18

Department
Administration

Percentage Complete
January: 15%
August: 35%

Direction from Council

- Not Identified as High Priority
- In Progress

Progress Since January 31, 2023

- Progressive updates identified as part of the financial audit process
- Integrated as part of the FY 23/24 budgeting process by Finance Manager

Projection Through December 31, 2023

- FY 22/23's financial audit will provide Finance the opportunity for thorough review and updates to policies



Develop and Implement Social Media Plan

Item # 19

**Department
Administration**

Percentage Complete
January: 15%
August: 50%

Direction from Council

- Not Identified as High Priority
- In Progress

Progress Since January 31, 2023

- Online presence enhanced with a City website refresh

Projection Through December 31, 2023

- Staff will seek Council direction on the priority status
- If elevated, next steps will include issuing a Request for Proposals (RFP) for a consultant to guide staff on policy development and implementation



Explore Opportunities for Flanders Mansion

Item # 20

**Department
Administration**

Percentage Complete
January: 0%
August: 10%

Direction from Council

- High Priority Status

Progress Since January 31, 2023

- Elevated to Top Priority Status
- Staff assigned to Flanders Mansion research

Projection Through December 31, 2023

- Seek Council direction and timeline



Street Addresses

Item # 21

**Department
Administration**

Percentage Complete
January: 30%
August: 30%

Direction from Council:

- Top Priority Status
- Staff directed to continue research
- Any street address program must include keeping the downtown Post Office open

Progress Since January 31, 2023:

- Staff continued building a relationship and communication with the Carmel postmaster for improved maintenance and service at the post office
- Postmaster spoke at the March 7, 2023 Council Meeting, emphasizing improved building maintenance, longer hours of operation, and needing to contact additional USPS officials to provide an official answer as to whether implementing street addresses would affect the downtown post office or compel mail delivery
- Staff worked with City Administrator to realign the roadmap to street address exploration and communication with USPS

Projection for Progress Through December 31, 2023

- Dependent on Council direction at October Council Meeting



Explore Parking and Traffic Management Program

Item # 22

**Department
Administration**

Percentage Complete
January: 50%
August: 50%

Direction from Council

- Top Priority Status

Progress Since January 31, 2023

- Public Engagement Phase completed
- Held public meetings, public outreach through event participation, and gathered and organized input from community members for presentation to Council

Projection Through December 31, 2023

- Presentation to Council scheduled for September Council Meeting
- Will seek direction from Council for a parking management ordinance



Items for Council Consideration

Items Previously Identified for Discussion

1. Wine Tasting Shops – Ordinance Modification
2. Carmel Area Waste Water District (CAWD) - Carmel River Bridge
3. Beach Fire Ordinance
4. Historic Context Statement Update (Round 2)
5. Sign Ordinance Revision (Coastal Commission Required Changes - minor language)
6. Timeshare Ordinance
7. Update General Plan Safety Element (required as part of Housing Element update)
8. Round 2 of Scanning/Digitizing - All of the rolled plans up at Vista Lobos
9. Establish a formal Citywide policy/ordinance regarding the use of copper for water conveyance (gutters, downspouts, scuppers, roofing, etc.)



DAWN'S DREAM
WINERY

City of Carmel-By-The-Sea

August 28, 2023

AUG 28 2023

Dear Mayor, Council Members and Staff,

Office of the City Clerk

We are sorry that we could not personally attend the meeting on August 30 to discuss this issue with you directly, however, our son and his family are leaving overseas that day for 8 months and we are taking them to the airport to say goodbye. Please know, however, that we are available for any questions you may have.

As you are aware, there are 11 wine tasting rooms in Carmel-by-the-Sea with private outdoor patio seating. These tasting rooms have an average of about 6 seats that our outdoors. None of these seats interfere in any way with public spaces. There have been no adverse incidents or complaints received from the public regarding these seats. To the contrary, our outdoor patios are extremely well-received and greatly appreciated by our customers, many of whom still feel more comfortable in an outdoor setting.

When I started the first tasting room in Carmel in 2004, there was no zoning code for wine tasting. To facilitate my opening the City Council decided to put us under the "Retail" category. At that time, I noted that wine tasting rooms cannot be classified as retail since we are regulated by the ABC and Section 23770 of the California ABC Act clearly states that Type 02 wine tasting rooms are classified as NON-RETAIL in order to be consistent with the state's 3-tier system and the tied-house restrictions that exist in terms of retail versus non-retail interests. This was established to protect wineries from being unfairly controlled and competitively disadvantaged by wholesaler, retailer and distributor interests and to distinguish them from bars, wine bars and wine shops which ARE classified as retail.

At the last meeting, one member of the City Council stated that wine tasting rooms should be in the business of selling wine. They are correct, but the way that tasting rooms sell wine is that they must first provide wine tastings to customers. We are NOT bottle shops and we are NOT bars! To do so, tasting rooms need space so customers can enjoy their tasting experience. Unlike bars and bottle shops, trained tasting staff spend time with each customer reviewing the wines and discussing the history and philosophy of the winery. By already limiting this essential use to 30% of our interior space and now suggesting we reduce that space further by eliminating our outdoor seating, completely contradicts the sole purpose of a wine tasting room as defined by this City Council. Such action would force our tasting rooms to become more like bars than tasting rooms – something that none of us want.

Carmel Valley

ESTATE WINES

Address: P.O. Box 223279, Carmel-by-the-Sea, CA 93922

TOLL FREE 1-800-GALANTE TELEPHONE (831) 624-3800 FACSIMILE (831) 624-3200

E-MAIL: wine@galantevineyards.com WEBSITE: www.galantevineyards.com

In June 2021 we formally requested that this Council work on amending the Wine Tasting Policy Zoning Code to not only make it permissible for us to operate on our private patios, but also to conform to the regulations established by the California ABC.

Wine tasting rooms heavily depend on customers sampling wines to make informed purchases. We strive to create a comfortable, pleasant, and enjoyable learning experience for our valued patrons as well as tell our story and the history of grape growing in Monterey County. This year, like the rest of Carmel, we have experienced a 20 to 25% decrease in visitor counts in our tasting rooms. Additionally, we are facing the challenges of a recession, rising costs and rents, and the loss in production due to the 2020 fires, which we are only now realizing. Asking us to further reduce the number of tasters we can accommodate, and consequently limiting our bottled wine sales, will create undue hardship and will undoubtedly lead to a reduction in staff. This will also put us in the position of being COMPETITIVELY DISADVANTAGED by restaurants and wine tasting rooms that have permitted outdoor seating. This is why the ABC does not classify wine tasting rooms as RETAIL – to avoid this type of discrimination.

We are more than willing to collaborate with the city to restructure our permits in compliance with ABC guidelines and the General Plan. Most likely the General Plan would not even need to be amended since this only impacts private spaces, however this is a question for City Staff.

We have respectfully requested that you prioritize this matter for the past several years and we are once again doing so. If the staff and council are too busy to look into this at this time, we kindly request that you pass an ordinance to allow us to continue operating outdoors on our private patios until such a time when you do find the time to amend the zoning codes to put us in compliance with ABC policies for wine tasting, which, among other things, allows outdoor seating on private spaces. We would be happy to work with staff and an ad-hoc committee to develop the appropriate policies.


As you know, Monterey County has earned its reputation as one of the 10 top wine tasting destinations in the world, and it proudly stands as California's largest grape-growing region. Carmel-by-the-Sea, the jewel of this region, cherishes its vibrant wine community. We kindly ask that you recognize and appreciate the immense value we bring.

In conclusion, we urge you to take action in support of our wine tasting rooms and preserve the legacy of Carmel as a thriving wine destination. Let us work together to find a solution that benefits all parties involved and upholds the essence of our values. Thank you for your time and consideration.

Sincerely,



Jack Galante
President, Galante Family Winery



Dawn Galante
Owner, Dawn's Dream Winery



August 30 Meeting/outdoor seating at tasing rooms (please pass on)

1 message

[REDACTED] >
To: Cityclerk@ci.carmel.ca.us

Mon, Aug 28, 2023 at 5:22 PM

Dear Mayor, Council Members and Staff,

I am writing this letter in support of outdoor seating at wine tasting rooms in Carmel. I currently work in one of these tasting rooms and since Covid many guests really appreciate the option. I myself have an immune compromised family member so I have to be very careful and being able to serve outside makes it possible for me to keep my job. If outdoor seating goes away I may have to find new employment. I personally only visit restaurants and tasting rooms that offer outdoor seating.

Unfortunately Covid has changed our world forever.

I hope you will consider allowing us to keep serving guests on our private outdoor patios as it is very important to a lot of people.

Thank you,
Linda Lewis

City of Carmel-By-The-Sea

AUG 29 2023

Office of the City Clerk



Regarding outdoor seating for wineries

Toby Rowland-Jones [REDACTED]

Mon, Aug 28, 2023 at 12:58 PM

To: "cityclerk@ci.carmel.ca.us" <cityclerk@ci.carmel.ca.us>

I would be most grateful if this were passed on to the Council and City staff to be read at the August 30 meeting, regarding issues around outdoor seating at Carmel wine tasting rooms.

Thank you.

To the Carmel City Council and Staff

Regarding outdoor seating at wine tasting rooms in Carmel:

Thank you for the time and consideration in reading this.

I have worked in the local wine industry at several levels for over 30 years. For the last 3 years, I have had the distinct privilege of working with Jack and Dawn Galante at their two tasting rooms. At both locations, there is outdoor seating. As I talk to the hundreds of guests that we see every month, there is a profound appreciation for the very existence of outdoor seating, where they do not feel hemmed in, or potentially at the risk of whatever infections might be present in enclosed spaces. The seating at both locations does not interfere with any other business in any way, shape or form.

Carmel is known for its very European style and ambiance, and outdoor seating, either at restaurants or tasting rooms is a part of this experience that visitors to our fair city appreciate. Those visitors who have dogs would be far less inclined to come inside and enjoy the bountiful fruits of our world-class vineyards. How can we turn away those dog-lovers who also appreciate wine?

On a financial level, removal of outdoor seating would greatly reduce both income for the owners, as well as those of us who work at the tasting rooms.

Personally and professionally, and most respectfully, I urge you to re-consider your intentions to remove outdoor seating.

Thank you

Toby Rowland-Jones
TobyVision Creative Services
831-869-1341

City of Carmel-By-The-Sea

AUG 28 2023

Office of the City Clerk

Attachment 2

Carmel Chamber of Commerce

Parking Survey Results



AUG
29
2023

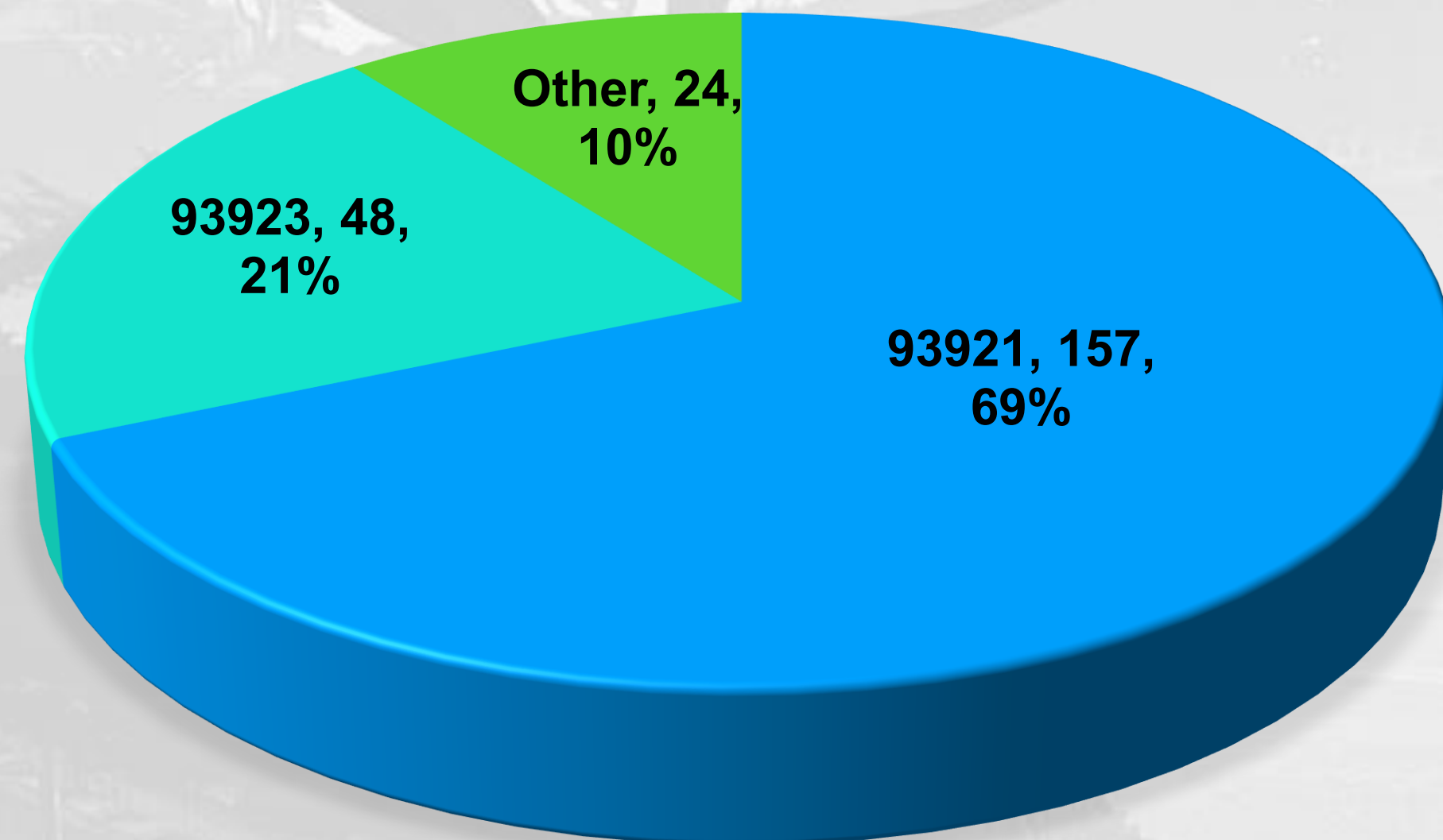
Purpose

- **Seek Chamber Membership feedback on the PACT proposal**
- **Understand if Members believe charging for parking reduces congestion any more than the current 2-hour limit**
- **Understand if the current 2-hour parking has an adverse impact on their business performance**

229 Responses, 157 work in 93921

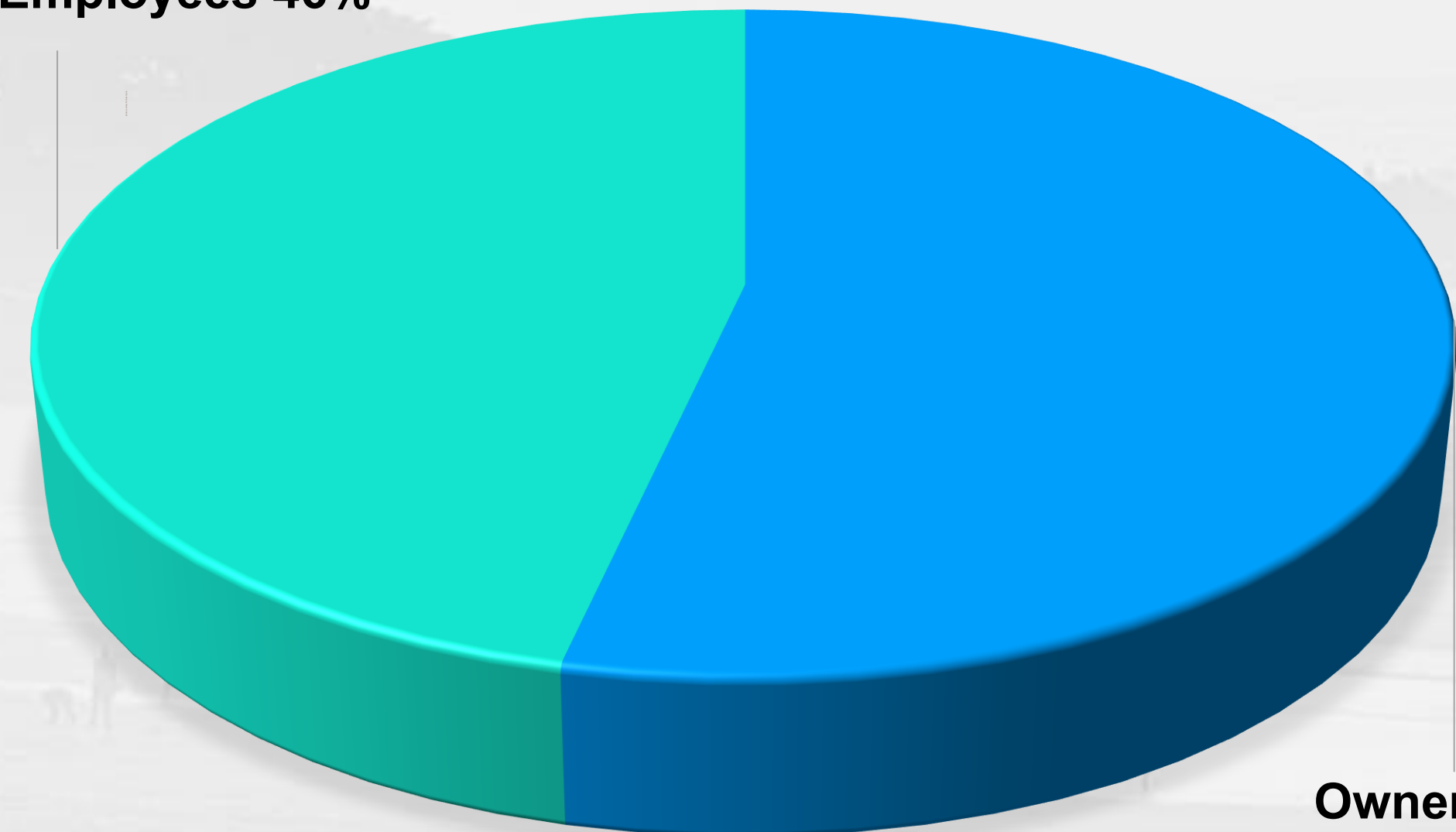
This represented a response rate of about 23%
and an email open rate of 47%
Statistically valid with a 95% confidence level $p < 0.05$

Attachment 2



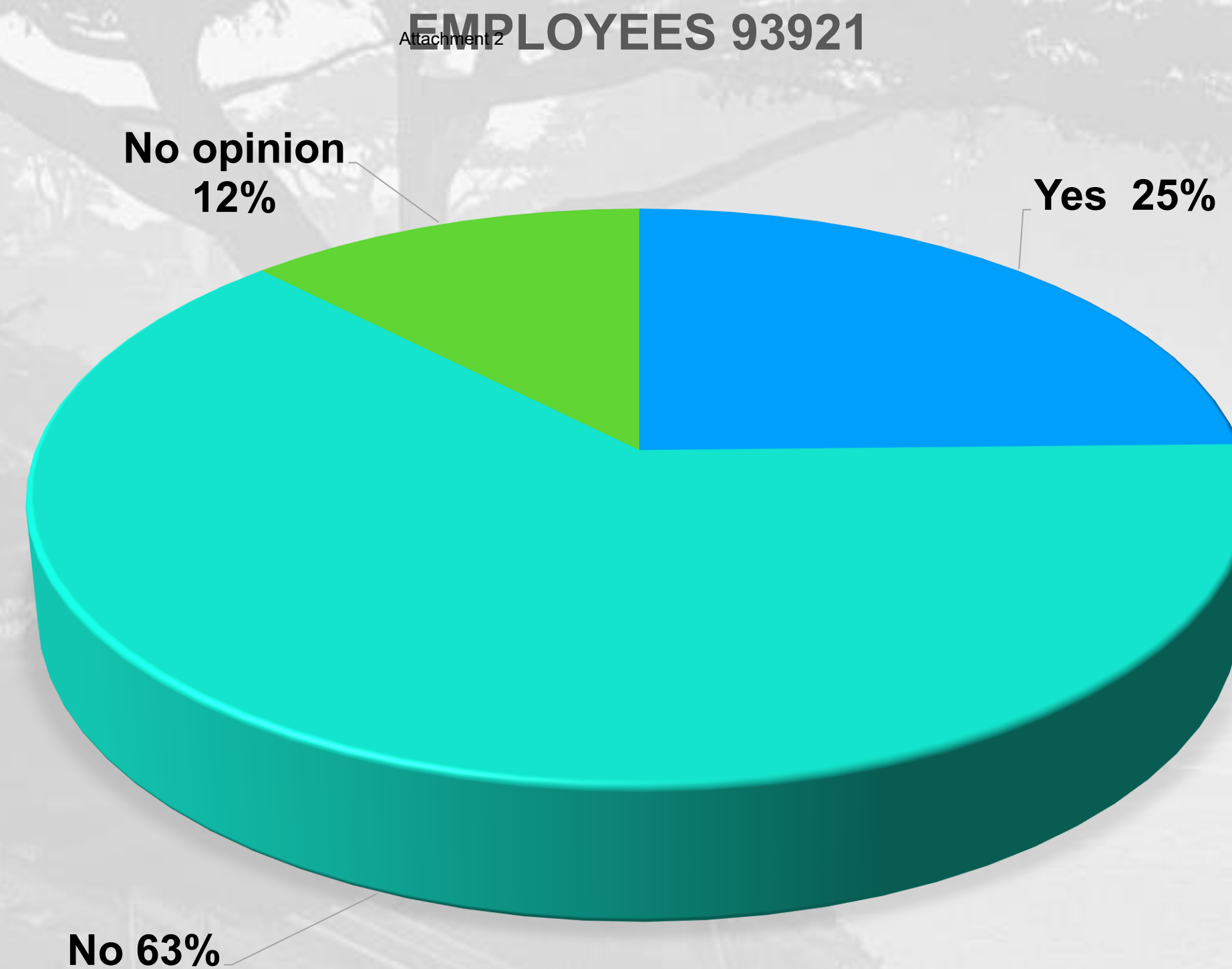
93921 RESPONDENTS

Employees 46%



Owner 54%

Do you support Paid Parking - Employees



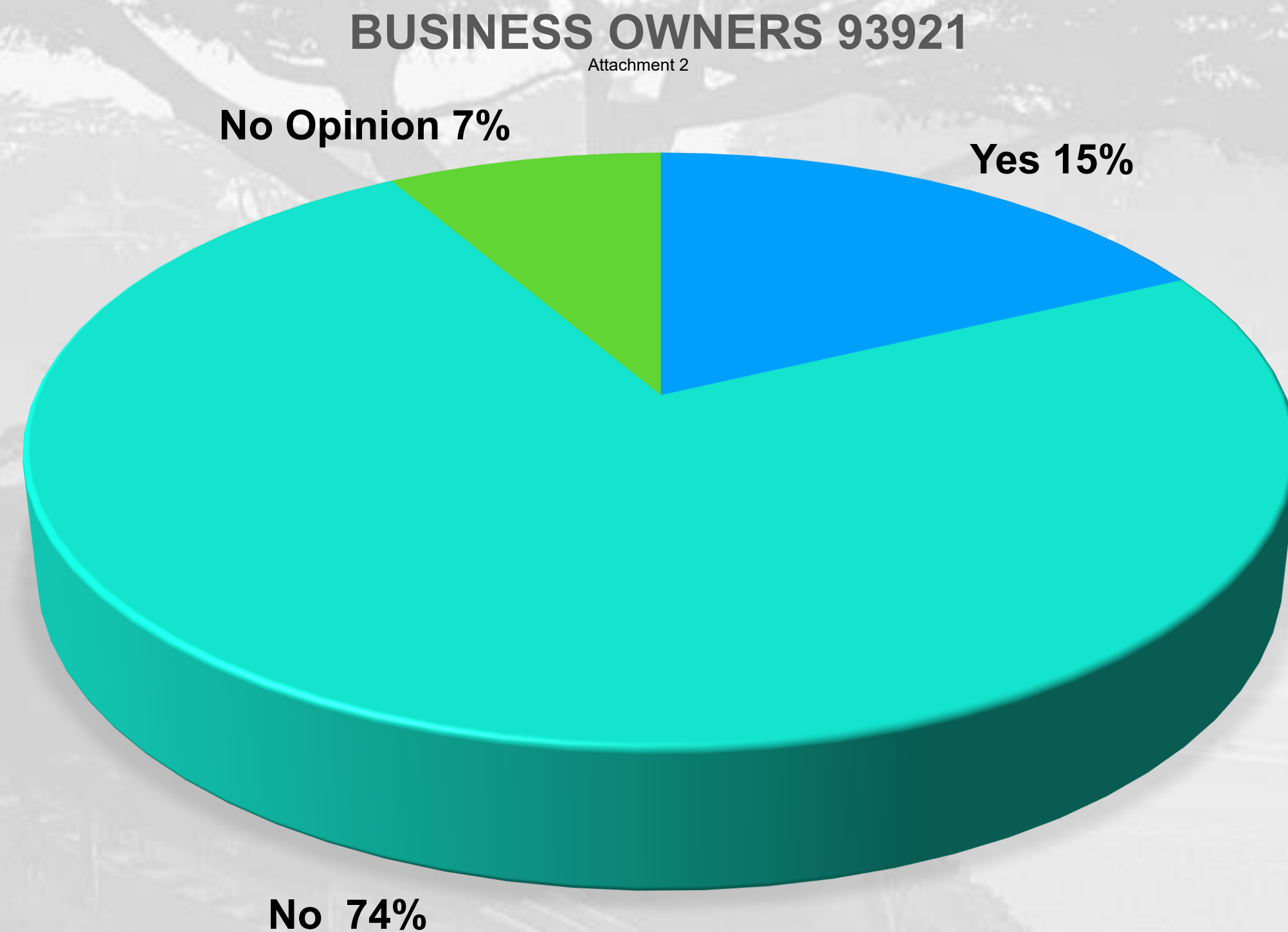
Primary Reason for Supporting

- Income for the city

Primary Reasons for Not Supporting

- We tried it before
- It will drive employees to park in residential areas
- Encourages visitors to park in residential areas
- It doesn't solve the parking problem it just moves it
- Employees can't afford it
- It doesn't address the net parking deficit
- People will stay all day, means less parking

Do you support Paid Parking - Owners



Primary Reason for Supporting

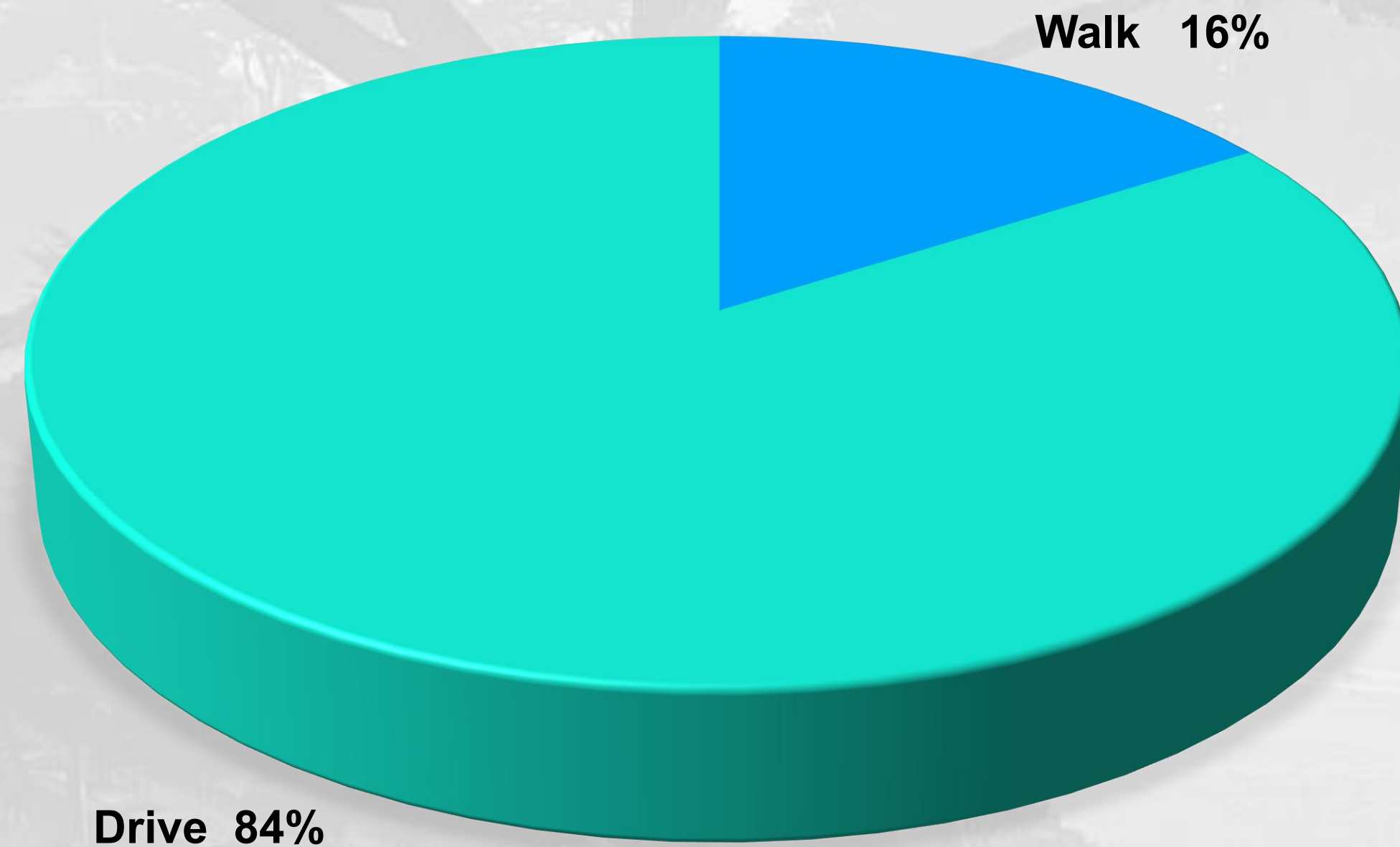
- Support but cannot be the only solution
- Customers don't feel pressured
- It will discourage employees parking in town
- Easier on visitors but harder on workers
- Gets money from day trippers

Primary Reasons for Not Supporting

- People who can afford will just park all day
- Paid Parking doesn't address the goal of the plan to reduce congestion, it just moves it around
- It will drive traffic to quieter neighborhoods
- It doesn't solve the problem of too few parking spaces
- More of my employees will park in residential neighborhoods

Do you Drive to work in 93921

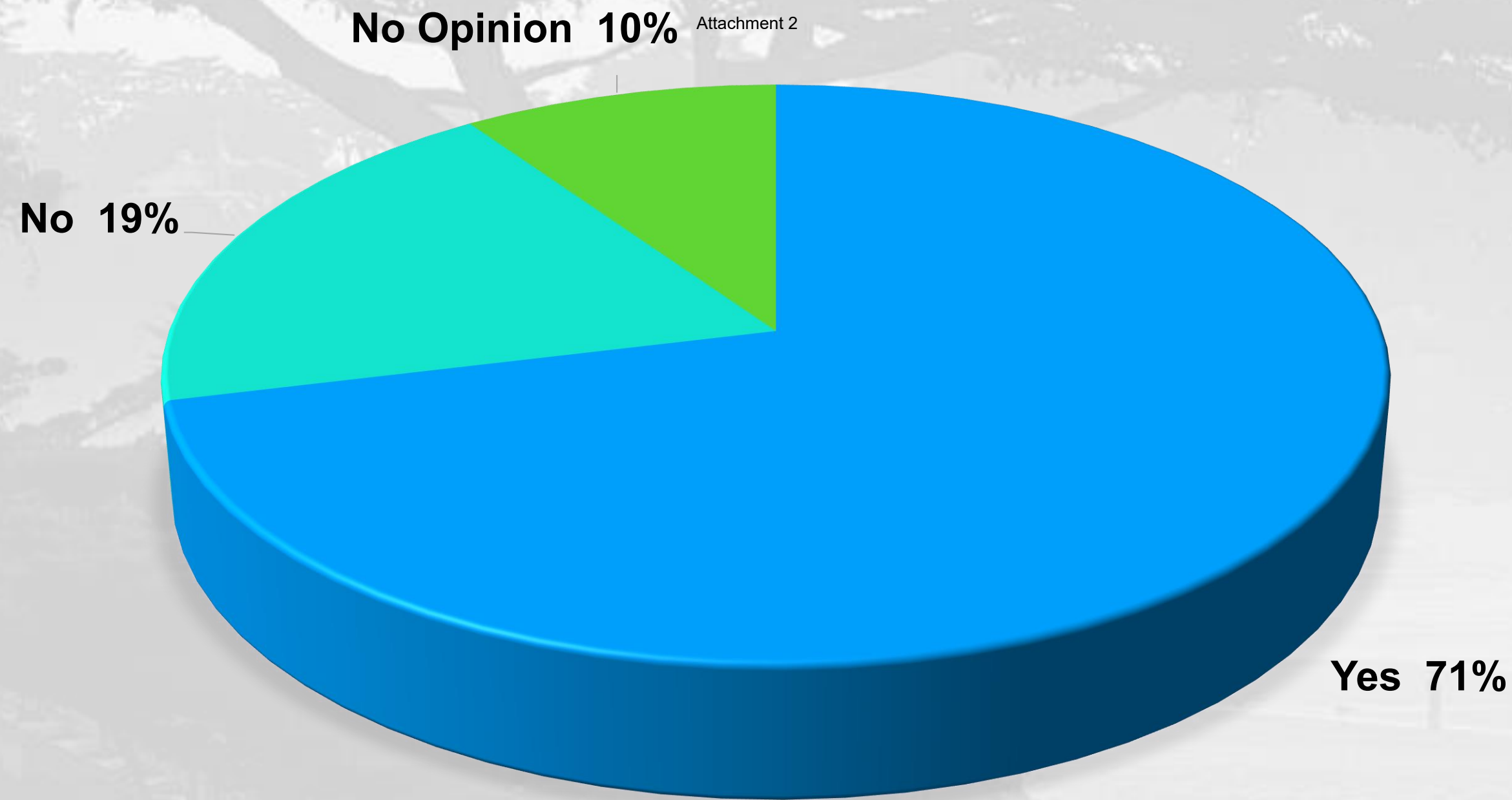
Attachment 2



Findings:

- Most owners and employees drive to Carmel to work
- This number was similar with respondents outside 93921

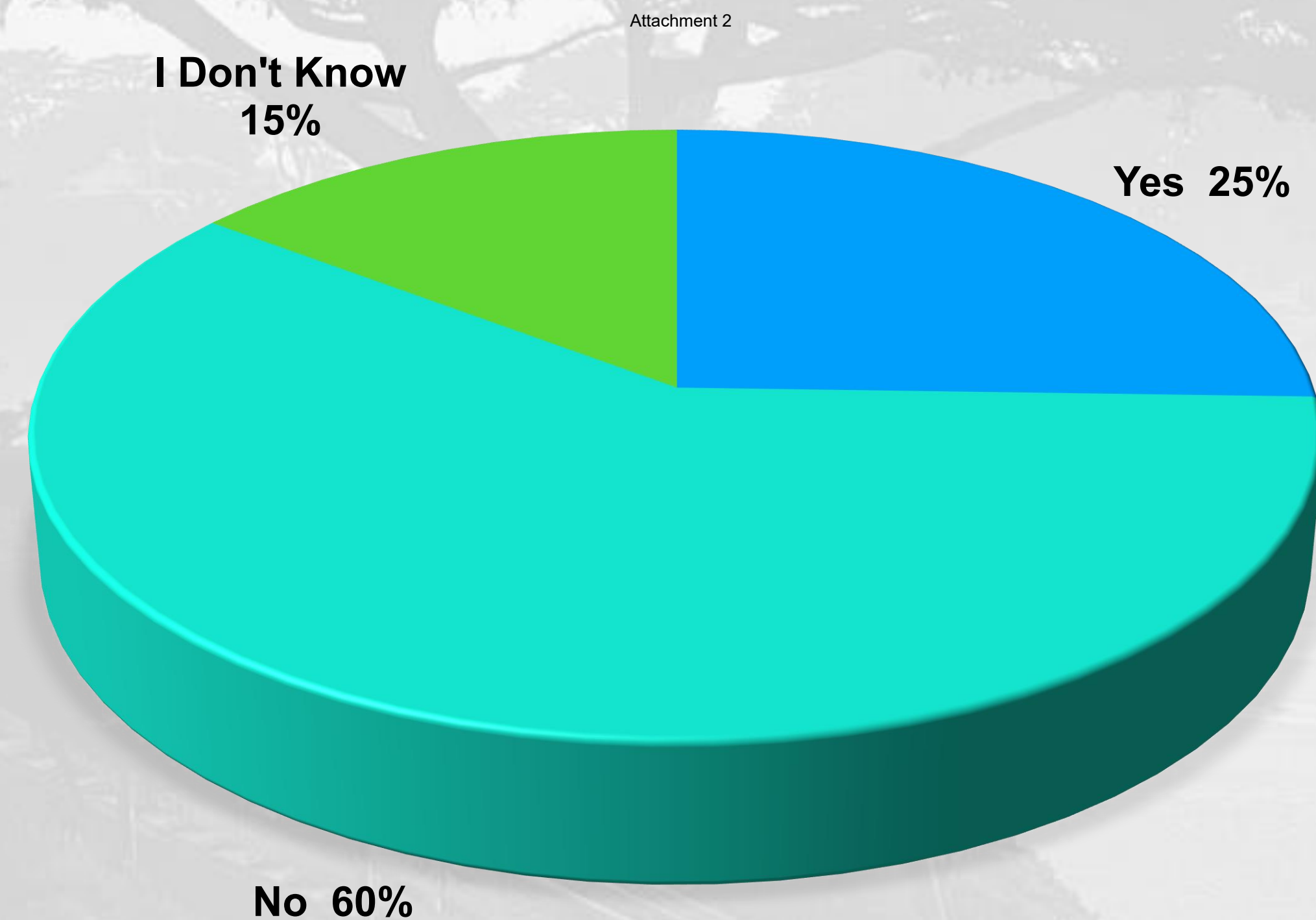
Do you support the current 2-hour parking Policy



Outcome:

- Overwhelming support for the current parking policy in the absence of an alternative to the net deficit of parking

Does the current 2-hour parking policy cause a negative impact on your business



Outcome:

- Only 1 in 4 of respondents that either work or run a business in 93921 believe that the current parking policy has an impact on their businesses
- This outcome was similar when looking at owners and employees separately

General Comments from the Survey

- There needs to be a comprehensive parking plan. The PACT proposal is just a proposal to implement Paid Parking.
- If you don't increase ^{Attachment 2} parking availability, or reduce the number of cars coming into town, you haven't addressed the problem.
- There is a general congestion problem for a few months or specific weeks / days of the year, this is a seasonal problem.
- There is insufficient enforcement of the current 2-hour plan.
- Not paying for parking is part of the unique nature of Carmel-by-the-Sea. Like no mailing addresses and no street-lights.
- City could make dedicated parking and/or shuttle arrangements for employees at Larson Field or another area.
- If Paid Parking is implemented the revenue should be dedicated to fund a parking structure or another solution for employees.

== A full extract of the survey can be made available on request ==

Chamber Members Position

- **Members of the Carmel Chamber of Commerce overwhelmingly believe that the PACT proposal does not address parking and congestion it just moves the problem around.**
Attachment 2
- **Members believe the PACT proposal is a new revenue source not a solution.**
- **In principle Members are not against paid parking perse, they believe that it alone does not address the need to move employee vehicles out of the Business District or increase visitor parking.**
- **Members agreed that at certain times of the year, during the busier months, there is a parking and congestion problem in the downtown area.**
- **It is believed that the 2-hour parking is not enforced sufficiently.**
- **Members stated they attempt to park at the Sunset Center until its full, often before 10am leaving few other options accessible to their place of work.**



Emailed Comments for Council Meeting -- Forest Management Plan

1 me age

Robert Reid [REDACTED] >
To: cityclerk@ci.carmel.ca.us

Tue, Aug 29, 2023 at 2:09 PM

These comments pertain to the upcoming city council meeting and I ask that they be distributed to the council members prior to the meeting.

I urge you to add a section on **mature tree management** to the Forest Management Policy. I am concerned that the focus will be on the what, where, how of planting to the exclusion of management of the existing forest. Tree planting and maintenance guidelines are important, but a section outlining how to deal with trees approaching the end of the life is sorely needed

Severe storms of the past season toppled scores of trees. Some of these trees with a high probability of failure due to age, height and tree type were allowed to remain in place. With a sensible policy to encourage the identification and removal of tree with a high probability of failure, the City of Carmel can reduce the threat to life and property prior to the next round of severe storms.

As a recommendation, the forest management section might consider tree type, age, height, diameter and location when considering removal. For instance (and even if healthy and well maintained), a lone Monterey pine, over 80 years in age, 80+ feet tall with a 4 foot diameter and surrounded by residential housing should as a matter of policy be on the watch list. So should the same tree be located in the PG&E right of way. And if not removed, such an aging, mature tree should receive special attention designed to reduce the threat of catastrophic failure.

Robert A. Reid
Eighth Avenue
Carmel



**Carmel-
by-the-Sea**

Attachment 3

Nova Romero <nromero@ci.carmel.ca.us>

For the 8/30 City Council meeting

1 message

Jill Shubel <jill@dawnsdreamwinery.com>
To: "cityclerk@ci.carmel.ca.us" <cityclerk@ci.carmel.ca.us>

Tue, Aug 29, 2023 at 12:17 PM

Hello,

I would greatly appreciate you passing along my letter below for tomorrow's City Council meeting, in support of outdoor eating at our Tasting Room

Thank you,

Jill

Jill Shubel

Operations Manager

Dawn's Dream Winery

NW Corner 7th & San Carlos

Carmel by the Sea, Ca 93921

Office: 831.659.2649



Dear City Council,

I both live in town and work at two tasting rooms in our gorgeous Carmel by the Sea. We offer outdoor seating at both locations for Dawn's Dream Winery and Galante Vineyards, and they are a vital part of the guest experience.

As you know so very well, the pride of Carmel by the Sea is its unique and special combination of beauty, architecture, and offerings (tasting rooms, restaurants, hotels, shopping) to its visitors and residents alike. As tasting rooms, we are in the business of providing a lovely and thoughtful experience for our guests to sample our wines prior to making their purchases. Since the COVID pandemic, a significant and consistent portion of our visitors prefer to sit outside whether it be for medical or personal reasons. By no longer allowing outdoor seating at our establishments, we would be forced to become an unaccommodating and non inclusive place of business for those who will *only* patronize establishments that offer outdoor options. Those two determinations are the antithesis of our service-based industry, and detract from the root of who we are, both as businesses, and as a representation of our most wonderful ownership under Jack and Dawn Galante.

I kindly urge you to prioritize the passing of an ordinance that will allow us to continue to serve our customers and our community on our private patios. As an extension of Carmel-by-the-Sea, it is imperative that Dawn's Dream Winery and Galante Vineyards be allowed to continue the genuine and exceptional down-home hospitality that we are so beloved for: making each and every visitor - regardless of race, religion, gender, creed, or orientation, feel like family.

With sincere thanks for your consideration,

Jill Shubel

Operations Manager – Dawn's Dream Winery and Galante Vineyards



Fwd: SPECIAL - Release of Select CRA Membership Survey Results - Aug 28, 2023

Nancy Twomey <twomeyconnection@gmail.com>

Tue, Aug 29, 2023 at 4:37 PM

To: Nova Romero <nromero@ci.carmel.ca.us>, City of Carmel-by-the-Sea <cityclerk@ci.carmel.ca.us>

----- Forwarded message -----

From: info@carmelresidents.org <info@carmelresidents.org>

Date: Mon, Aug 28, 2023 at 10:42 PM

Subject: SPECIAL - Release of Select CRA Membership Survey Results - Aug 28, 2023

To: <crerig@ci.carmel.ca.us>, <dpotter@ci.carmel.ca.us>, <brichards@ci.carmel.ca.us>, <jbaron@ci.carmel.ca.us>, Karen Ferlito <kferlito@ci.carmel.ca.us>, <adramov@ci.carmel.ca.us>, <bswanson@ci.carmel.ca.us>, <rharry@ci.carmel.ca.us>, <mgullo@ci.carmel.ca.us>

Cc: <carmelgraeme@aol.com>, Nancy Twomey <info@carmelresidents.org>

The Carmel Residents Association has preliminary findings from our Survey "16 Hot Topics" in our Village. 132 of 710 email member contacts responded (18.6%).

We have identified 4 topics in our CRA survey that are especially timely and beneficial to the City Council Strategic Priorities meeting topics on Wednesday, August 30th in Carpenter Hall at Sunset Center.

In the spirit of collaboration and betterment of the Village, we have attached the report on these select item results with comments for your review in advance of the meeting on Wednesday. We have also shared this report with our members.

Our complete CRA survey report will be made available by mid-September. The items not included in today's report are also significant; however our opinion is they would not materially change the discussion or decision on Wednesday.

We look forward to seeing you at the meeting on Wednesday or around town. Please let us know if you have any questions.

Graeme Robertson

President, Carmel Residents Association
PO Box 13, Carmel-by-the-Sea, Ca 93921

www.carmelresidents.org

--

Nancy Ann Twomey

C-650-740-3477 twomeyconnection@gmail.com



2023_CRA_HotTopics_Survey_Select_Five.pdf

418K



SPECIAL RELEASE of SELECT Survey Topics – These findings are time critical for the City Council Wednesday August 30 Strategic Priorities Planning Special Meeting [HERE](#). The other survey findings are also important to work already committed, underway or being considered on our City’s agenda. Watch this space as our complete survey findings are rolled out by mid-September. *Thanks to all for your participation.*

Survey Approach & Findings

- 18.6% of CRA Membership participation (132 of 710 email contacts responded)
- Emailed to membership July 29th & Survey closed August 20th
- Neutral introduction provided to each of the 16 topics
 - Most topic introductions included links for more background if interested
- Each topic followed by directional statements requesting views be expressed as “Agree, Disagree” or No Response
 - No Response can infer: no interest, no time, no viewpoint, or not informed enough to reply
- Bar graph per topic shows each statement with % of Agree, Disagree or No Response
- All comments per topic follow each graph

16 Current Hot Topics Surveyed – Highlighted items are included in this Aug 28th document.

- | | |
|--|--|
| 1. Revised Housing Element | 9. Trees in Carmel Aligns to Aug 30 |
| 2. Design Traditions Revisions | Priorities Meeting Strategic Item #10 |
| 3. Reinstating Design Review Board | 10. Village Parks & Maintenance |
| 4. ADU’s Ordinance Update | 11. Beautification of Public Spaces |
| 5. Police Station Rebuild | 12. Capital Improvement Projects |
| 6. Parking & Traffic Management – Aligns to Aug 30 Strategic Priorities Meeting Item #22 | 13. Climate Action Plan |
| 7. Revised Telecom Ordinance | 14. Fire & Ambulance Service |
| 8. Addresses & Post Office Aligns to Aug 30 Strategic Priorities Meeting Item #21 | 15. Police Protection Service |
| | 16. Scout House & Flanders Mansion Aligns to Aug 30 Priorities Meeting Items #16 and #20 |
| | 17. General Comments – No Topic |

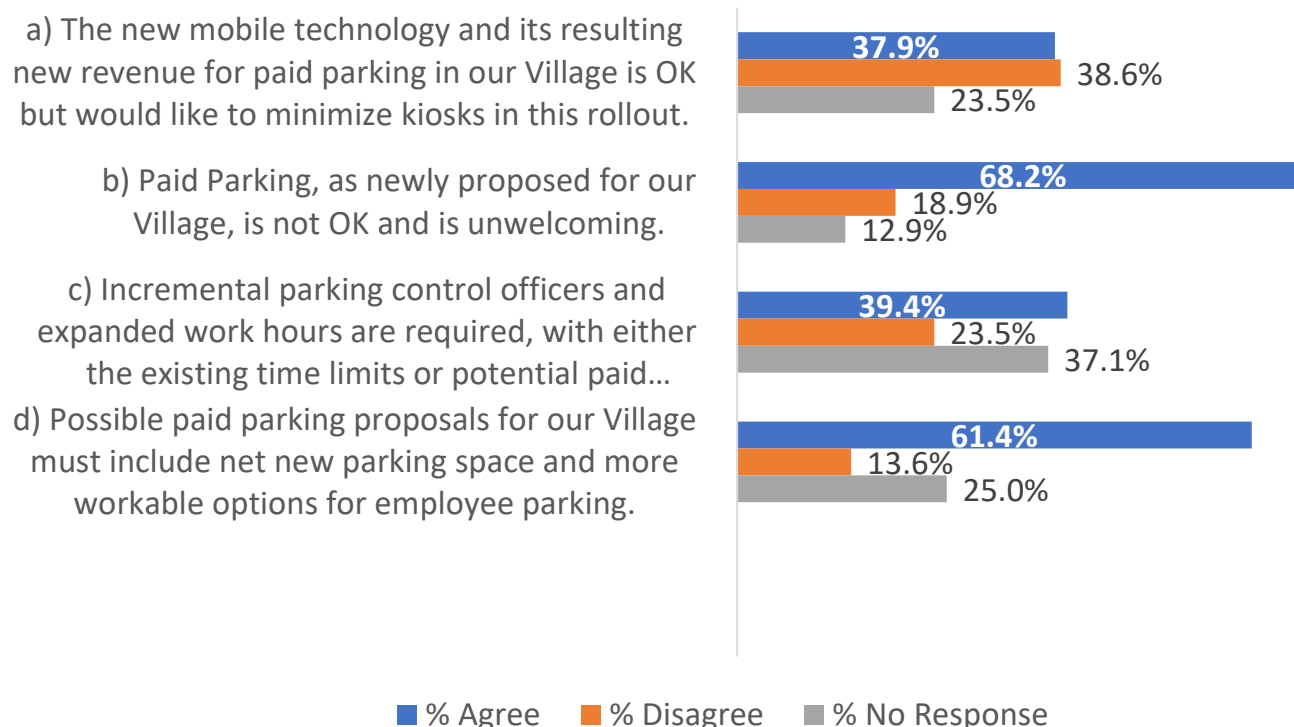
APPENDIX Includes

- Email sent to members welcoming their survey participation
- The introductory paragraph to each of our 16 topics

Topic #6 Parking & Traffic Management – Findings

Aligns to Aug 30 Strategic Priorities Meeting Item #22

6. Parking & Traffic Management



Open Comments

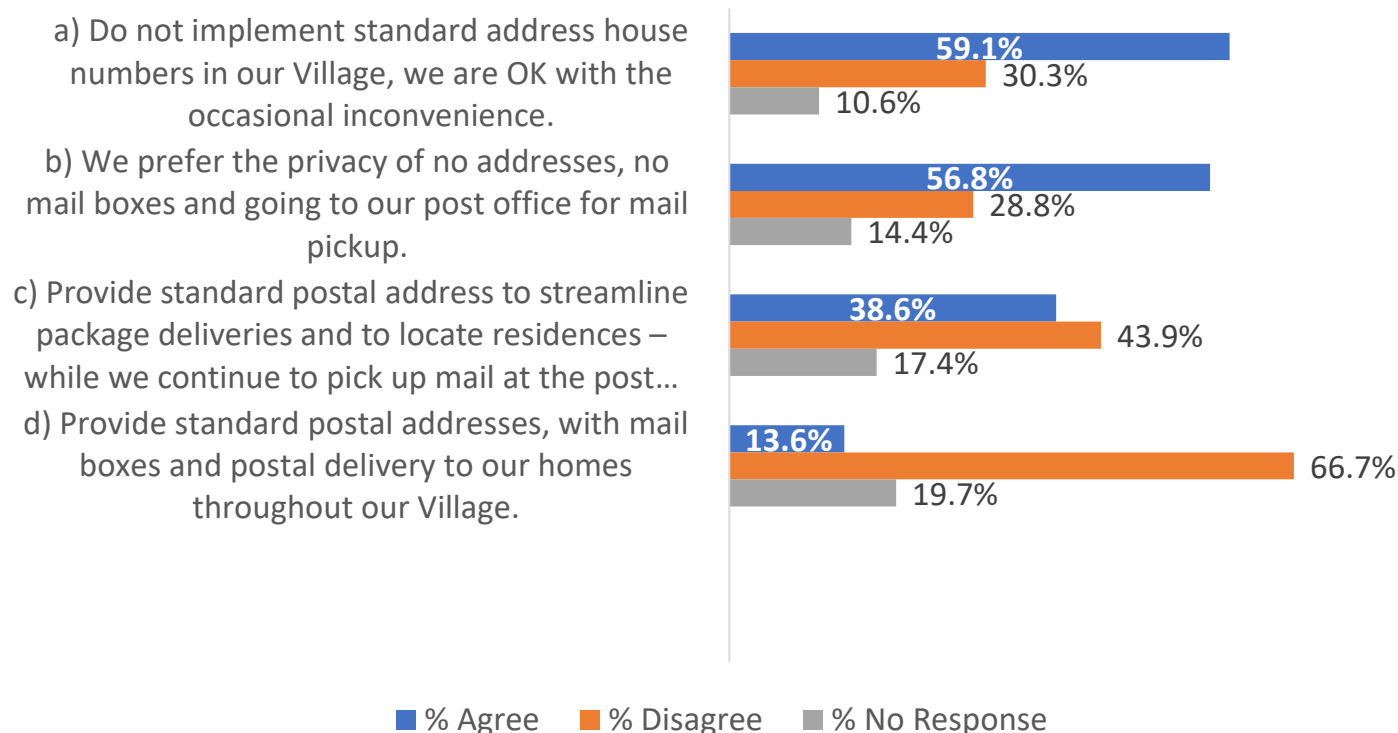
- *I am opposed to paid parking on the streets of Carmel. I am supportive of finding ways to make employee parking easier and more affordable for employees. I am supportive of creating more parking possibilities.*
- *We need more parking spaces in a facility that could be paid parking funded by a bond. We need more spaces, not just more money while we annoy residents and tourists alike.*
- *Paid parking has never worked in the past, the two-hour limit is fine, meters are slightly, let's help make our visitors feel welcome.*
- *No paid parking. We require more enforcement.*
- *The plan includes only 4 kiosks in the whole downtown district. Technology has changed drastically since 2014. There is no comparison.*
- *I fully support the proposal of downtown paid parking. It will reduce congestion and useless circling of cars. Although there will be no more cars and no fewer spaces, they will be utilized for shopping more efficiently.*
- *Paid Parking does not belong in Carmel.*
- *No paid parking.*
- *Definitely need viable options for employee parking. Vista Lobos, Sunset Center north and south lots could be workable solutions.*

- *Don't like idea of paid parking at all. I will not patronize businesses if paid parking area. Paid parking brings higher level of confusion and stress for visitors, encourages economic divide & discriminates against those who can and cannot pay to be in our town.*
- *Employee parking is a priority.*
- *It will discourage people to come to our town and shop and dine.*
- *Enough kiosk would be needed so people can easily identify and use and not have to walk blocks to find.*
- *Residents should pay less/nothing for parking - special resident's sticker.*
- *Proposal for car free zone in downtown each Saturday and Sunday. Reference Back Bay Boston's car free zone on Newbury Street every weekend during summer months. It's a roaring success, especially for the retail businesses.*
- *I think there should be a few blocks in downtown which are pedestrian only. It is just not OK to have delivery trucks, bicycles, pedestrians, motorcycles, and motorized wheelchairs, and parking on all those narrow streets.*
- *Eliminate paid parking; add 4-5 parking officers & staff with Veterans and Handicapped Personnel. Cost less also.*
- *I would be happy to pay for parking if there is a yearly fee and automated enforcement. If I have to pay at a kiosk every time, I will drastically curtail my trips to downtown.*
- *The City needs paid parking. Tourists don't care whether parking is free. Residents should be able to get a sticker every year that allows them to park for free (like Laguna Beach does).*
- *No new parking STRUCTURES to be built in Carmel proper.*
- *Not sure what 6c, above, means, so I didn't answer.*
- *If the City has decided to do this don't waste \$100k+ on useless studies and public sessions. Paso Robles has been a failure and they are now discussing removing it after a couple of years. The revenue didn't happen as expected and EVERYONE hates it.*
- *I would rather pay for parking then drive around looking for a parking space*
- *Do not need paid parking. We visited Paso Robles. Their system is fraught with problems and has not benefited the City financially.*
- *Exempt City residents so long as their vehicle(s) have a valid residential sticker*
- *Oppose it and will avoid going downtown if it is implemented as most of my neighbors agree.*
- *I believe this is necessary because businesses have not taken responsibility to have their employees park outside the business district.*
- *No paid parking. No loss of parking lots currently in existence. No parking proposals that push more tourists and workers into residential neighborhoods.*
- *No paid parking as neighborhoods will suffer from many visitors flooding neighborhoods.*
- *More meter gals or guys are needed. That would be an easier and cheaper and more Carmel solution, especially if we hired retired individuals.*

Topic # 8 Addresses & Post Office – Findings

Aligns to Aug 30 Strategic Priorities Meeting Item #21

8. Addresses & Post Office



Open Comments

- *I love not having addresses in our Village...even without occasional inconveniences.*
- *The main problem is the US Postal Service does not recognize Carmel by the sea as a City who has no physical addresses. This impacts financial institutional approvals.*
- *I am okay with having an address and still going to the post office for mail. But I would also be fine with mail delivery.*
- *No address on houses; no postal delivery. Why? Our PO will disappear. Our closest PO will be at the mouth of the Valley.*
- *Once we move to addresses then it leads to solicitation then leads to more trucks then drones etc.*
- *Some homes already have addresses. Should be optional. Name of house combined with address OK.*
- *Once homes are given addresses it will inevitably lead to the eventual closure of the downtown post office.*
- *If you place a house locator e.g., 7NW visible from the street, packages can be delivered easily. 19 out of 20 homes (during my informal walk on every street of CBTS) do NOT have house locator signs. No wonder packages can't be delivered successfully.*
- *Go back to where you came from.*

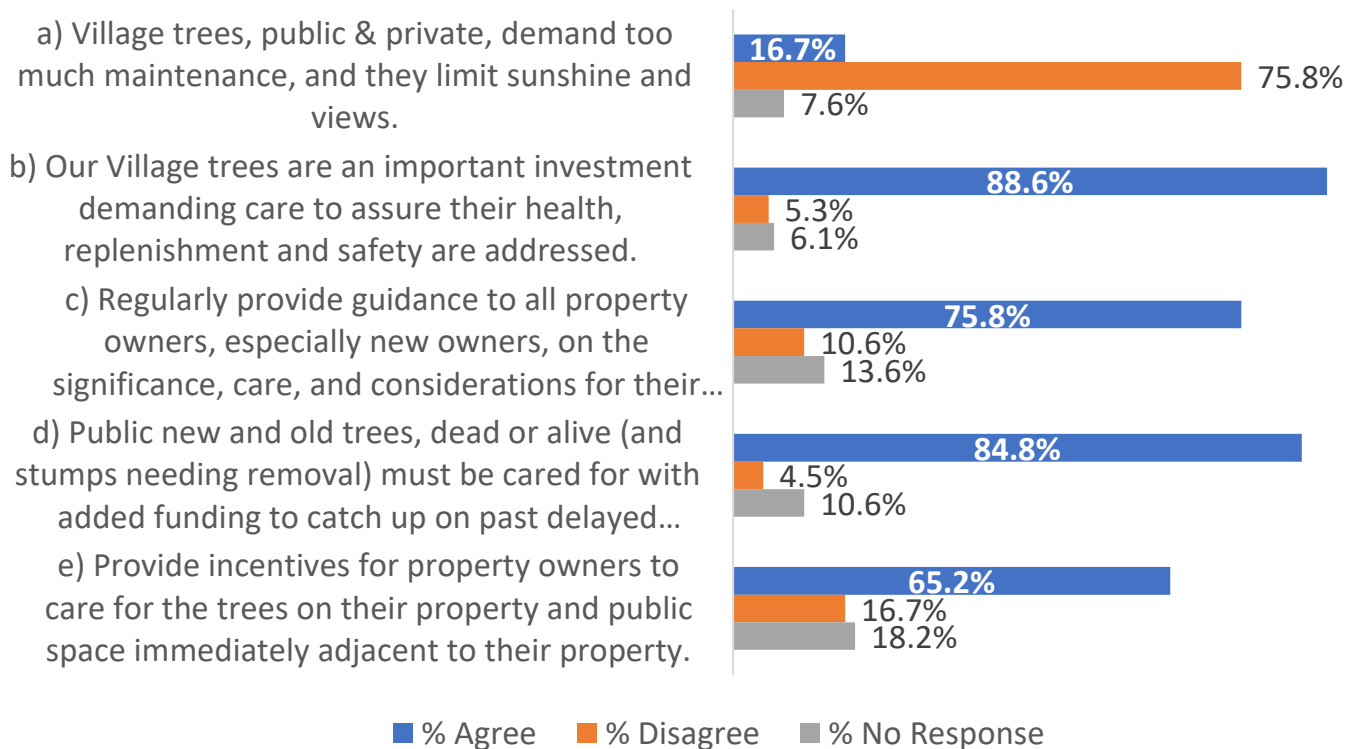
- *Leave as is!!*
- *Just give us an address so we can be found by delivery drivers, friends, etc.*
- *Let's get going on standard addresses ASAP.*
- *Keep Carmel Carmel.*
- *No to numbers. residents to make a Village looking sign with address for their home or fence.*
- *The post office seems curiously uninterested in making sure we get mail that comes to the post office. I cannot imagine that they will be able to competently deliver mail at all.*
- *It is ridiculous to insist on not having a way to clearly identify the location of a home. It is not quaint; it is a malfunction. I moved here knowing it was this way, but that doesn't make it right.*
- *Our address system has worked for over 100 years, it's good for all to walk to the post office.*
- *No addresses are an integral part of the charm and uniqueness of Carmel by the Sea. Inconvenience is minimal.*
- *I strongly support addresses. Getting credit cards, Real ID and services like AAA are very difficult for the past 6 years. And I can still chase the tow truck when he can't find my house. That won't last forever.*
- *Inconvenient but part of our Village.*
- *Most companies have GPS to locate physical addresses.*
- *We are okay with system as it is.*
- *If you buy into the town, you get the standards and character of the town. There is already a program in place to deliver to those who are unable to get to the post office. It is handled and works fine. Don't change it.*
- *This is one of our unique features--keep the charm as is.*
- *PLEASE PLEASE PLEASE implement standard address house numbers for houses in the Village!!! It's long overdue.*
- *No on addresses. Our City was founded on the post office concept.*
- *Monterey EMTs don't know how to find addresses - this is a serious emergency issue! It's happened 2x this yr.*
- *Leave system as is; house numbers will lead to merger of "93921" with 93922&93923. Feds control this decision.*
- *Either option c or d would be a vast improvement over the current headache, e.g., it is now virtually impossible to get a new Comcast setup since they closed their office that had the physical map.*
- *We need street addresses. It is too difficult to arrange utility services, deliveries, etc. No postal delivery is fine, but it's time to join the 20th century, if not the 21st.*
- *Have a way for homeowners to select from a variety of signs with the current XYZ 3 NE zzz type of addresses on so they will be standardized and have every house have them.*

- *Lack of address is so much more than an occasional inconvenience. It is insane and unsafe.*
- *Keep Carmel unique and a Village. No need for postal addresses.*
- *It needs to be done. Utility bills addresses all make up a different system. It's only a matter of time before the City is sued. Why waste money fighting it? Get the addresses done and get it done it twelve months not twelve years of debate.*
- *I strongly oppose standard addresses requiring large banks of boxes at street corners. This would chip away at our community character and small Village social fabric. Do not be fooled, our Post Office will not survive in spite of promises!!!*
- *Need the safety and reliability of post office. Who is crazy enough to think the post office will stay open if there is local delivery? Get ready to go to the crossroads so the post office can save money.*
- *We like Carmel's traditional arrangement. The Post Office is about the only place we can meet other residents these days!*

Topic #9 Trees in Carmel – Findings

Aligns to Aug 30 Priorities Meeting Strategic Item #10

9. Trees in Carmel & updating our Forest Master Plan



Open Comments

- *We need to encourage & fund care for trees, but also put the right trees in place to minimize storm related power outages.*

- The above questions are too complex. Tree removal and replacement should be handled on an individual site basis. A blanket regulation for the number of trees per property is not always possible.
- Property owners should not need incentives to properly care for their own trees or those surrounding them!!
- Trees are Carmel along with the Ocean.
- Trees are what make Carmel special!!
- The trees in our Village (esp. City owned) are not well maintained. Permit costs for residents still too high!
- The Friends of the Forest Organization should be of help in these matters.
- Trees make Carmel-by-the-Sea. If you dislike trees, Marina & Sand City are nice places to live too.
- Love our trees!
- Allow owners to prune and remove if necessary old trees! They do have a lifespan and a new tree can be planted to replace.
- Trees need to be maintained by our City taxes. Individuals need to remove dead trees. Businesses need to remove dead trees and care for their own trees. Our City officials are ignoring some "Inns" that have dead trees on their property.
- Leave the good ones and chop the bad ones seems pretty simple to me?
- Part of owning property should include maintaining trees, especially new homeowners. Also, City should check to see if trees are planted following construction. No one is checking this part of the permit.
- What if owners cannot afford or do not want an incentive to do the work on City trees adjacent to their property?
- Save the Monterey Pine forest!
- We need to maintain our trees and stop planting more under utility wires.
- Need to avoid lawsuits against the City by owners who were injured or have property damage from fallen trees or branches for which the City overrules an arborist recommending removal. Human life and limb are higher priorities than tree limbs.
- Not only are trees good for the environment, but they also help the value of our real estate and attract tourism, the key income elements of our community.
- The trees are an intricate part of our Village, along with the architecture. I don't understand why the City allowed beautiful redwoods to be cut down across the street that were healthy; it's a shame!
- Replace dead trees in similar location whenever possible. Can we require homes to allow trees to be planted in front of them?
- I like the idea for incentives.
- Incentives for property owners only for trees on private property.
- Public safety is at risk due to dead and dying trees and limbs in Carmel. I am very concerned about the current irrational policy and process in place.

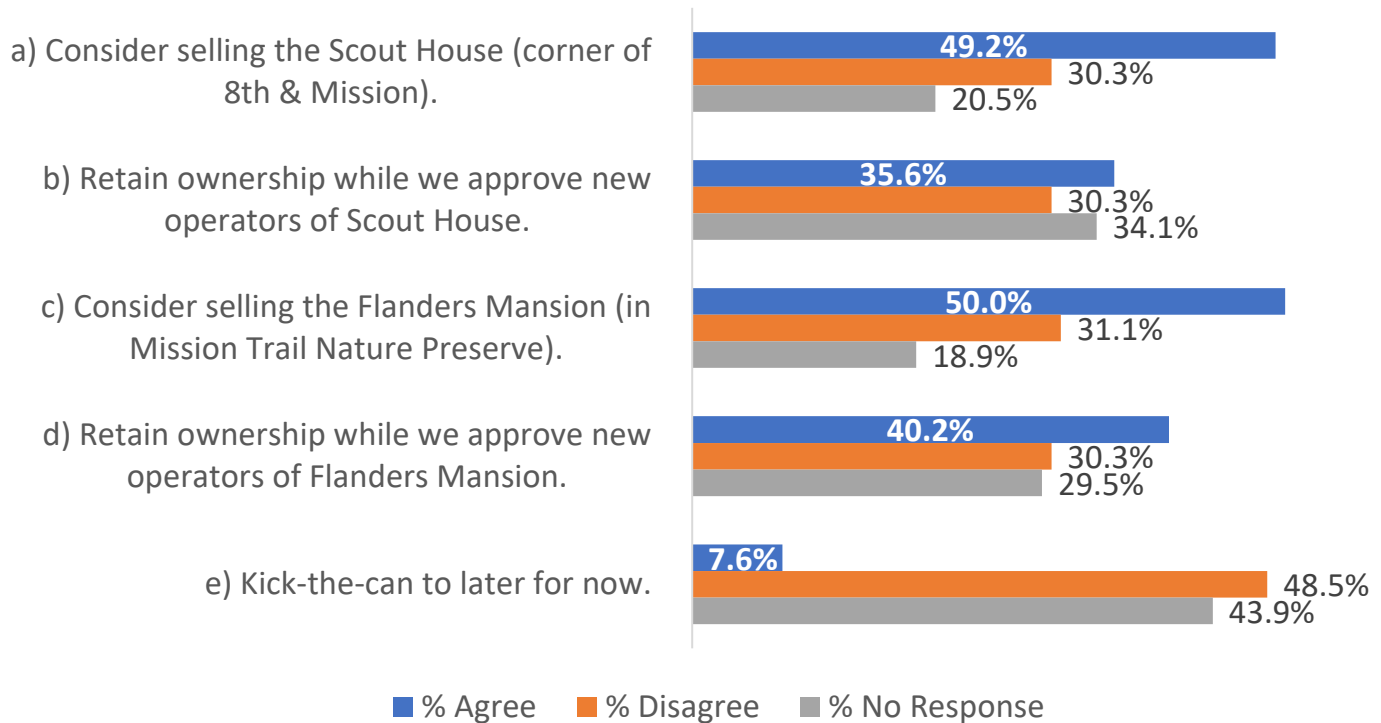
- Including replacing young trees where old have been removed. The shade and green cover are essential to our town's character and clean air and natural habitat. Prioritize the trees which benefit everyone.
- Way too many trees in Carmel in Carmel by the Sea today. Many, many beautiful public views have been lost over the 70 years.
- Balance ocean views and planting trees. Dead trees used for utility poles are an eyesore. So many overhead wires look like a third-world country. There should be a long-range plan to put all wires underground.
- Old Monterey Pines are a threat to our safety and should be removed upon reasonable request.
- Forestry standards should be informed by post-storm damage assessments on how the tree maintenance could have been adjusted to avoid damage.
- Trees are a liability given how difficult it is to stay on top of maintenance and allow homeowners to proactively remove potential hazards. Carmel used to be dunes -- the 100-yr tree "experiment" may have been a failed one.
- Trees are important, but the City needs to be more responsive to requests to remove dying and/or trees in danger of falling or causing harm.
- This is a common decency to do.
- We are woefully underfunding our Forestry efforts. You don't need a new master plan to figure that out.
- Public trees should be maintained by the City not by homeowners. That is a crazy idea.
- Cypress no oaks.
- Trees need to be maintained to prevent dangerous situations. Learn from Lahaina.
- Do not require upper canopy trees under power lines. The pine trees should only be planted in groups. Replace the isolated pines that are 97 years old with a VARIETY of trees. They are a hazard.
- The native Monterey Pine is too large and dangerous for continued mass plantings. Cypress is also too large for single lots. Focus on smaller species that could be more manageable and accomplish a forest canopy.
- Balance ocean views and planting trees. Dead trees used for utility poles are an eyesore. So many overhead wires look like a third-world country. There should be a long-range plan to put all wires underground.
- Old Monterey Pines are a threat to our safety and should be removed upon reasonable request.
- Forestry standards should be informed by post-storm damage assessments on how the tree maintenance could have been adjusted to avoid damage.
- Trees are a liability given how difficult it is to stay on top of maintenance and allow homeowners to proactively remove potential hazards. Carmel used to be dunes -- the 100-yr tree "experiment" may have been a failed one.

- *Trees are important, but the City needs to be more responsive to requests to remove dying and/or trees in danger of falling or causing harm.*
- *This is a common decency to do.*
- *We are woefully underfunding our Forestry efforts. You don't need a new master plan to figure that out.*
- *Public trees should be maintained by the City not by homeowners. That is a crazy idea.*
- *Cypress no oaks.*
- *Trees need to be maintained to prevent dangerous situations. Learn from Lahaina.*
- *Do not require upper canopy trees under power lines. The pine trees should only be planted in groups. Replace the isolated pines that are 97 years old with a VARIETY of trees. They are a hazard.*
- *The native Monterey Pine is too large and dangerous for continued mass plantings. Cypress is also too large for single lots. Focus on smaller species that could be more manageable and accomplish a forest canopy.*
- *The forest is our defining Village feature. In the last 15-20 years our forest has not been properly maintained. We must fund it properly & have a forester that understands our unique environment.*
- *Carmel is a "Village in a (Monterey) Pine Forest", not just any forest. Carmel is ecologically and spiritually one with our local native Monterey Pine Forest, being the only Peninsula City that made the forest central to its character.*
- *Trees or even worse "totem poles" with utility lines attached should have the lines rerouted so that all totem poles can be removed in the City. A total eyesore.*
- *Monterey pines are fundamental to Carmel's character and should be emphasized in plantings.*
- *I lament over the loss of our forest and trees. City folks don't understand the relationship between human habitation and Mother Nature - they need to be educated and more involved rather than living in fear and destroying their environment when they move here. (originally provided in #17 Summary Comments)*

Topic #16 Flanders & Scout House – Findings

Aligns to Aug 30 Priorities Meeting Items #16 and #20

16. Scout House & Flanders Mansion



Open Comments

- *It would be sad to lose the Scout House, but this property would be ideal for incremental housing.*
- *Make a decision and move ahead as these properties deteriorate before our eyes.*
- *The life of the scout house is over and has been over for 30 years. Flanders is an albatross and should be sold even at a loss.*
- *The City should not be in the business of rehabbing historic buildings. Look at the results. Private ownership will do a better job.*
- *Retain these facilities for public purposes in perpetuity.*
- *Not familiar with Scout House.*
- *Both are albatrosses around City's neck & need to be finally resolved and sold ASAP!*
- *Not enough info to respond.*
- *Sell!*
- *Sell them with exact requirements as to use and refurbishment.*
- *What if the Mission/Catholic church want to purchase Flanders and turn it into a retreat. Would be quiet, no traffic.*
- *If Carmel can't keep them up, sell them to private person.*
- *Scout House as Community Center for meetings and activities. Lost cost. Flanders needs occupants friendly to the City and residents.*

- If we consider selling the Scout House, we should only do this if we use the \$'s plus others to fund a good multi-use meeting facility (e.g., at Vista Lobos).
- The City has been unsuccessful in revitalizing these assets. Time to sell.
- Sell Flanders already! It is continuing to degrade. We voted to sell it. To allow a small contingent to derail the sale goes against the will of the majority.
- Scout House is prime location to work with developer & Carmel Foundation, more senior housing. Flanders=non-profit venue rental to generate its own income for maintenance (e.g., Filoli) and public meeting space (e.g., Carmel Woman's Club) for local groups.
- Sell both as soon as possible!!!!
- These facilities are excellent venues for studios, shops, temporary exhibits, and civic and/or cultural group meetings.
- Seriously pursue curatorship for Flanders this time; City lost MAJOR OPPORTUNITY with loss of (word scrambled as received)
- Low-income housing?
- Utilize the Flanders mansion property to create housing to meet RHNA quotas.
- Repurpose for City worker housing units?
- Flanders sitting empty is an advantage to no one.
- Explore all options that are credible. We should not be in a rush while the Council has so very many issues confronting it. If a good proposal comes forward it should be thoroughly explored.
- Explore options for occupancy and maintenance.
- Flanders is a complete embarrassment for the City. The last effort to find an operator went off the rails. The City must find a way to overcome the title restrictions to deal with this legacy asset.
- Having Flanders and Scout House lie idle is not acceptable when we are in need of housing. (originally provided on #10)

Appendix

Original Survey Email to CRA Membership (7/29/2023)

There are many significant projects underway or planned that are critical to the future of our Village. The CRA Board is guided by the feedback of our members, and we would be grateful to hear your views! Our CRA mission statement ends with the word "advocacy". With this in mind, your CRA Board members frequently invest time to research and prepare to speak on behalf of the Board at City Council, Boards and Commissions meetings. We always encourage and support your participation and opinions are expressed as well.

Please invest 20 minutes of your time to provide your CRA Board with your ^{Attachment 4} views on these Carmel topics making headlines and influencing the future character of this Village where we choose to live, play, and enjoy. You can optionally respond on just the items of your specific interest.

Take our Survey Online [HERE](#)

Topics you will find in this extensive and important survey includes Revised Housing Element, Updating our Design Guidelines, Reinstating a Design Review Board, ADU's, Police Station Rebuild, Paid Parking, Revising our Telecom Ordinance, Addresses in Carmel, Trees in Carmel, Village Parks Management, Beautification of Public Spaces, Capital Improvement Projects, Climate Action Plan, Fire Protection & Ambulance Services, Police Protection & Services and others.

As you will see, we ask if you Agree or Disagree with each of the statements shown and also welcome all comments as well. Your individual responses will remain confidential and will only summarized overall. Be sure to press the SUBMIT button at the very end of the survey to successfully provide your feedback.

Thank you in advance for your time to complete the survey along with your on-going participation and membership.
Kind regards,

Carmel Residents Association Board of Directors
PO Box 13, Carmel-by-the-Sea, Ca 93921 info@carmelresidents.org
www.carmelresidents.org

Introductory Paragraphs per Survey Topic

Only Highlighted items below included in this Aug 28th Survey Results

1. Updating Housing Element (RHNA) with plans for 349 new housing units for 6th Cycle over 2024-2032 ([HERE](#)) Our City is mandated by the State to update our Housing Element with plans to identify targeted sites and supporting programs that could provide for the new 349 housing units. The goals include affordability and closer to work living options. The City does not build these units, but our City update is required to enable property owner and developer projects where they express interest.
2. Design Traditions 1.5 revised Design Guidelines Project – Carmel Architecture ([HERE](#)) This ongoing project will refresh our Commercial and Residential Guidelines documents to direct the architectural components of building in our Village, along with supporting Zoning/Code updates.
3. Reinstating a Design Review Board (DRB) ([HERE](#)) This Board, if implemented, will advise new building or major remodel projects early in their conceptual planning to advise and

guide the professionals & property owners on the fit into our Village setting, strongly leveraging the Commercial and Residential Design Guidelines.

4. **Auxiliary Housing Unit (ADU) Ordinance & Update** ([HERE](#)) These ADU's, sometimes called "granny flats", today are approved "over the counter" using State laws, as Carmel's current ordinances do not currently comply with State requirements. As of Spring 2023 Carmel has 71 ADU's in our Residential areas.
5. **Police Station Rebuild Plans** This project is a significant multi-year & multimillion-dollar capital investment for our Village to deliver a revised facility that supports the roles, responsibilities, operations, and retention for/of our police staff for our community.
6. **Parking & Traffic Management** ([HERE](#)) An evaluation and recommendation for paid parking are being prepared with the goals of reducing congestion, improving availability, and contributing over \$ 2 million in gross annual revenue to the City.
7. **Wireless/Telecom Ordinance Revision** ([HERE](#)) Our current ordinance is being updated to align with federal and state laws and regulations, while they work to minimize the visual impacts (clutter) of new or refresh of existing cell towers keeping local oversight – especially as they are targeted for placement in residential neighborhoods.
8. **Addresses & Post Office** ([HERE](#)) Our Village has not had standard addresses since its founding days. Not having standard addresses can be both charmingly quirky and inconvenient. Based on citizen requests, the City staff are exploring the possibility of implementing addresses (with all aspects considered), while maintaining our local post office.
9. **Trees in Carmel & updating our Forest Master Plan** ([HERE](#)) Our Village is commonly known as a "Village in the Forest by the Sea", supported by our founders and the 13,000 public trees managed by our Forester and staff. The value our public & private trees bring to our Village is dramatic, plus they contribute to the air we breathe.
10. **Village Parks Management & Investments** ([HERE](#)) (Devendorf, Picadilly, Mission Trail Nature Preserve, Forest Hill Park, plus 6, yes 6 more) These parks provide great outdoor enjoyment of the nature throughout our Village. They require added maintenance and are routinely augmented by volunteer efforts as well.
11. **Beautification of Public Spaces** (not in prior item, these includes Scenic Pathway, Del Mar & North Dunes (at end of Ocean Ave), downtown public medians & landscaping, residential public medians, bump outs & easements). These also require maintenance and are routinely augmented by volunteer efforts.
12. **Capital Improvement Projects** ([HERE](#)) (Not previously covered items. Below includes maintaining public buildings, all roads, all drainage, infrastructure, etc.) Our Village Public Works team prepares and manages the delivery of projects, properties, infrastructure, and maintenance throughout our town – with an ongoing 5-year plan.
13. **Climate Action Plan Implementation** ([HERE](#)) Our Village has an officially completed and approved Adaptation and Action Plan - July 2022. These are assessed vulnerabilities and challenges of climate change – from sea level rise, infrastructure, weather/storms, fuel

emissions and much more. Ongoing efforts are needed to deliver on increased resiliency in our Village for future generations.

14. **Fire Protection & Ambulance Services** ([HERE](#)) Our Village over the decades plus has invested in our local facilities and vehicles, while the personnel are aligned to the Monterey + staffing for leverage of management, training, backup and overall services coverage.
15. **Police Protection & Services** ([HERE](#)) Our Village Police staff are responsible for law enforcement and crime prevention for citizens, businesses, and visitors. They also include community outreach for seniors, parking enforcement and animal services to name a few.
16. **Scout House & Flanders Mansion.** Both are currently dormant City-owned facilities that have received ongoing interest from local people, teams and organizations for repurposing and revitalization.
17. **Open Comments Welcome**

Carmel Residents Association

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