



## **CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION**

Sarah Berling, Kelly Brezoczky, Tamara Michie,  
Gerald Montmorency and Neal Rutta

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

### **REGULAR MEETING Thursday, June 12, 2025**

**MEETING 2:30 PM**

**Tour Time: 2:00 PM**

#### **TOUR OF INSPECTION : Tenth Street at Scenic Road**

Prior to calling the meeting to order, the Board/Commission will conduct an on-site tour of inspection of the properties listed on the agenda and the public is welcome to join. After the tour is complete, the Board/Commission will begin the meeting in the City Council Chambers no earlier than the time noted on the agenda.

**THIS MEETING WILL BE HELD IN PERSON AND VIA TELECONFERENCE.** 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 watch the Youtube Live Stream at:

<https://www.youtube.com/@CityofCarmelbytheSea/streams>, or use the link below to view or listen to the meeting via Zoom teleconference:

<https://ci-carmel-ca-us.zoom.us/j/86846676174> Webinar ID: 868 4667 6174 Passcode: 326560 Dial in: 253 215 8782

**HOW TO OFFER PUBLIC COMMENT:** Public comment may be given in person at the meeting, 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 [yculver@ci.carmel.ca.us](mailto:yculver@ci.carmel.ca.us). Comments must be received 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**

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS**

**PUBLIC APPEARANCES** - Under the Brown Act, public comment for matters on the

**agenda must relate to that agenda item and public comments for matters not on the agenda must relate to the subject matter jurisdiction of this legislative body. Hateful, violent, and threatening speech is impermissible public comment as it disrupts the conduct of the public meeting. This is a warning that if a member of the public attending this meeting remotely violates the Brown Act by failing to comply with these requirements of the Brown Act the meeting, then that speaker will be muted.**

Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Commission. Matters not appearing on Commission's agenda will not receive action at this meeting but may be referred to staff for a future meeting. Persons are not required to give their names, but it is helpful for speakers to state their names so that they may be identified in the minutes of the meeting.

## **CONSENT AGENDA**

Items on the consent agenda are routine in nature and do not require discussion or independent action. Members of the Commission or the public may ask that any items be considered individually for purposes of Commission discussion and/ or for public comment. Unless that is done, one motion may be used to adopt all recommended actions.

1. Approval of Meeting Minutes from May 8, 2025
2. Public Works Director's Report for May 2025

## **ORDERS OF BUSINESS**

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

3. Tenth Street Stairs discussion
4. May 2025 Foresters Report

## **FUTURE AGENDA ITEMS**

## **ADJOURNMENT**

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 Forest & Beach Commission regarding any item on this agenda, received after the posting of the agenda will be available at the Public Works Department located on the east side of Junipero Street between Fourth and Fifth Avenues during normal 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 FOREST AND BEACH COMMISSION Staff Report

June 12, 2025  
CONSENT AGENDA

**TO:** Forest and Beach Commissioners

**SUBMITTED BY:** Yvette Culver, Administrative Coordinator

**SUBJECT:** Approval of Meeting Minutes from May 8, 2025

**RECOMMENDATION:**

**BACKGROUND/SUMMARY:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

Meeting Minutes - May 8, 2025

**REGULAR MEETING**

Thursday, May 8, 2025

MEETING 2:30 PM

Tour Time 2:00 PM

**TOUR OF INSPECTION**

A. North Dunes on San Antonio anear the 4<sup>th</sup> Avenue Trail

**CALL TO ORDER AND ROLL CALL**

**PRESENT:** Berling, Brezoczky, Michie, Montmorency, Rutta

**ABSENT:** None

**STAFF PRESENT:** Mary Bilse, Acting Public Works Director/Environmental Manager  
Justin Ono, City Forester  
Yvette Culver, Commission Secretary/Administrative Coordinator  
Val Gaino, Environmental Administrative Analyst

**PLEDGE OF ALLEGIANCE**

Chair Brezoczky led the public in the Pledge of Allegiance

**ANNOUNCEMENTS**

Acting Director Mary Bilse announced the following:

Earth Day/Arbor Day was held on Saturday, April 26, 2025, with great success. There were many vendors and members of the public who came out for the event.

A Sea Level Rise Community Meeting will be held on May 15, 2025.

Justin Ono announced that earlier last month, the City reclaimed Tree City USA designation.

Assistant City Administrator Brandon Swanson explained that Staff will provide clarification to the Commission regarding the process of Agenda Posting and the correct regulations for attending Community Meetings.

**CONSENT AGENDA**

Item 1: Acting Public Works Director's Report for April 2025

This item was pulled from the Consent Agenda to discuss an item on this Agenda.

Item 2: Approval of Meeting Minutes of April 10, 2025

Commissioner Michie moved to approve the Meeting Minutes for April 10, 2025, seconded by Commissioner Montmorency, and carried by the following roll call vote:

**AYES:** Berling, Brezoczky, Michie, Montmorency, Rutta

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**ITEM PULLED FROM CONSENT**

Item 1: Acting Public Works Director's Report for April 2025

This item was pulled from the Consent Agenda to discuss an item on this Agenda

Commissioner Rutta questioned the two-month delay in finalizing the Professional Services Agreement with the Wallace Group for the Shoreline Infrastructure Project. He also asked if there is a timeline view of all ongoing city projects.

Ms. Bilse responded that a consolidated project timeline is not currently available. She also clarified that individual project managers are responsible for tracking their assigned projects once agreements are in place. The Wallace Group is one of the city's contracted project managers and will manage their assigned projects after their agreement is finalized. Javier Hernandez is the city Project Manager responsible for a separate set of assigned projects.

Commissioner Michie moved to approve the Directors Report for April 10, 2025, seconded by Commissioner Montmorency, and carried by the following roll call vote:

AYES: Berling, Brezoczky, Michie, Montmorency, Rutta  
 NOES: None  
 ABSENT: None  
 ABSTAIN: None

**PUBLIC COMMENT**

Melanie Billig  
 Cindy Lloyd  
 Mary Kenny  
 Linda Smith

**ORDERS OF BUSINESS**

Item 3: Consideration of the Installation of Split-Rail Fencing at the North Dunes Habitat Restoration Area adjacent to the Fourth Avenue boardwalk.

Val Gaino, Administrative Analyst presented the Staff Report to the Commission for the North Dunes Habitat Restoration Area and answered questions of the Commission.

- The current fencing (post and cable) is deteriorating and inadequate in preventing dogs and people from entering the protected habitat.
- The area has experienced trampling from off-leash dogs and pedestrians despite existing signage.
- A similar split-rail fence has already been approved and installed in other sections of the North Dunes area along Ocean and San Antonio.
- Reports from biologists and volunteer crews have confirmed continued intrusion into the habitat, prompting the recommendation for improved fencing.

Staff Recommended approving the installation of a three-rail split-rail wooden fence to replace the current fencing along the identified stretch near the Fourth Avenue boardwalk.

**PUBLIC COMMENT**

Laura Overette

Commissioner Montmorency moved to approve the material cost of the \$6500.00 split rail fence as was proposed to the Commission for the North Dunes, seconded by Commissioner Berling, and carried by the following roll call vote:

AYES: Berling, Montmorency  
 NOES: Brezoczky, Michie, Rutta  
 ABSENT: None  
 ABSTAIN: None

This motion was denied.

#### Item 4: April 2025 Foresters Report

Mr. Ono presented the Foresters Report to the Commission for April 2025 and answered questions of the Commission.

#### **Forestry, Parks, and Beach Highlights:**

- Carmel Forest Master Plan (CFMP): Biological consultant Nikki Nedeff is working with F&BC and staff to finalize edits to CFMP arising from the previous public meeting in October 2024.

#### **Contractors:**

- Tope Tree Service worked in Mission Trail Nature Preserve through the month removing 2 very large dead trees, pruning 10 trees, removing a large fallen tree in Lester Rowntree Native Plant Garden as well as a large tree it damaged.
- Community Tree Service ground an additional 90+ stumps (as of 4/25/25) in the areas of town south of Ocean Ave. These locations were backfilled with planting soil to create new tree planting spots.
- Fiscal year to date over 223 stumps have been removed between contractors and City Staff.

#### **City Staff and Crews:**

- Carmel-by-the-Sea was re-awarded with the Arbor Day Foundation's "Tree City USA" designation. It is the first time in 5 years the city has held the title.
- Forestry participated with Environmental Programs and Community Activities to host the 3rd annual Earth and Arbor Day at Devendorf Park. West Coast Arborist donated a tree that was planted by the Forestry Crew. Forestry gave away over 20 trees and had a local consulting arborist answer questions for visitors.
- City Forestry Crew removed 13 dead, dying, or dangerous trees, removed one stump, and pruned 103 trees providing clearance for roads and stop signs, as well as maintaining tree health. One (1) tree was planted during normal operations by city crews.
- The Tree Crew participated in Aerial Rescue Training adding to their overall tree climbing skills while also further promoting a culture of safety and professionalism.
- City Tree Crew picked up logs in the right of way that were left from several large PG&E tree removals.

**PUBLIC COMMENT**

Melaine Billing  
Linda Smith

**FUTURE AGENDA ITEMS**

Forest and Beach priorities  
Review current tree fines and charges

**ADJOURNMENT**

Respectfully submitted,

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Yvette Culver, Administrative Coordinator, Commission Secretary

Approved by: \_\_\_\_\_  
Kelly Brezoczky, Chair



# CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

June 12, 2025  
CONSENT AGENDA

**TO:** Forest and Beach Commissioners

**SUBMITTED BY:** Ken Wysocki, Public Works Director

**SUBJECT:** Public Works Director's Report for May 2025

## RECOMMENDATION:

Receive Public Works Director's Report for May 2025

## BACKGROUND/SUMMARY:

Public Works Director's Report:

- A. Introduction of the new Public Works Director
- B. City Council Approved FY25-26 Budget
- C. Environmental Programs
- D. Project Management
- E. Street Maintenance

## FISCAL IMPACT:

None

## ATTACHMENTS:

Public Works Director's Report for June 2025





# CITY OF CARMEL-BY-THE-SEA

## Public Works Department June 2025 Report

<b>TO:</b>	Forest and Beach Commission
<b>SUBMITTED BY:</b>	Ken Wysocki, Public Works Director
<b>SUBMITTED ON:</b>	June 9, 2025

### Introduction to Public Works Director

- Background and experience
- Interest and passion around the natural landscape, and vision for the future
- Public Works Hiring: Maintenance Worker and Project Manager

### City Council Approved FY25-26 Budget on June 3rd

- City Council unanimously approved the FY25-26 Budget of \$39,829,800 which included \$7,834,000 for Capital Improvements.
- Projects for Forest & Beach include: *Rio/Junipero Median, 4<sup>th</sup> Ave Outfall, Shoreline Stairs Repair, Forest Plan Implementation Year 2, Devendorf Park Improvements, San Ramp at 8<sup>th</sup> Ave, Scenic Pathway Enhancements.*
- Public Works is developing a workplan for the year.

### Environmental Programs

- Ice Plant Removal Ongoing – additional planned for FY25/26
- Coordinating with MRSWMP on new RWQCB MS4 Permit
- Waste Management: City Council approved a 4.19% rate increase for collection of solid waste, recycling, and organics effective July 1, 2025.
- Team met with restaurant group regarding SB 1383 and recycling requirements

### Project Management for the Capital Improvement Program for FY25-26

- *Scenic/Santa Lucia ADA Parking:* Installation of an ADA-compliant parking stall through pavement restriping and associated improvements. Additionally, an ADA-compliant access ramp will be installed to provide accessible entry to the scenic pathway.
- *MTNP Stream Projects 4-5 Design:* The next stage of the MTNP project addresses the fourth and fifth of eight stream restoration and drainage improvements recommended in the 2019 MTNP Stream Stability Study.
- *Forest Theater Stage:* replace the wooden stage deck and its incidental support system.
- *Fourth Ave Outfall:* Design and construction work to replace the outfall structure.
- *Shoreline Stairs Repair:* reconstruct stairs damaged by winter storms and the effects of sea level rise.
- *Sand Ramp at Eighth Avenue:* design and reconstruction of the access sand ramp.
- *Scenic Pathway Enhancements:* resurface and stabilize the existing decomposed granite (DG) as well as the installation of new signage

- *CEQA MTNP CFMP*: Environmental compliance work for projects to be completed in Mission Trails Nature Preserve and for adoption of the Carmel Forest Management Plan.
- *Continue the Conglomerate Paving Project*

### **Street Maintenance**

- Continued the annual traffic markings painting project.
- Continued sidewalk repairs based on the survey list.
- Removed asphalt and created planters on 5<sup>th</sup> and Lincoln.
- Removed & installed new railing along Devendorf Park
- Planning for the 10<sup>th</sup> Ave Stairs Replacement Project: anticipate to start July.

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

- Refer to City Forester's Report.



# **CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report**

**June 12, 2025  
ORDERS OF BUSINESS**

**TO:** Forest and Beach Commissioners

**SUBMITTED  
BY:**

**SUBJECT:** Tenth Street Stairs discussion

**RECOMMENDATION:**

**BACKGROUND/SUMMARY:**

**FISCAL IMPACT:**

**ATTACHMENTS:**



# CITY OF CARMEL-BY-THE-SEA FOREST AND BEACH COMMISSION Staff Report

June 12, 2025  
ORDERS OF BUSINESS

**TO:** Forest and Beach Commissioners

**SUBMITTED BY:** Justin Ono, City Forester

**SUBJECT:** May 2025 Foresters Report

**RECOMMENDATION:**

**BACKGROUND/SUMMARY:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

May 2025 Foresters Report



# CITY OF CARMEL-BY-THE-SEA

## Monthly Report

### City Forester's Report

**TO:** Forest and Beach Commissioners

**FROM:** Justin Ono, City Forester

**SUBJECT:** May 2025 Forester's Report

### Forestry, Parks, and Beach Highlights:

#### Carmel Forest Master Plan (CFMP):

- Biological consultant Nikki Nedeff is working with F&BC and Staff to finalize edits to CFMP arising from the previous public meeting in October 2024.
- A public meeting will be planned as soon as the first draft of the report is ready for environmental review and public comments.

#### Contractors:

- To comply with the U.S. Fish & Wildlife Service's Migratory Bird Treaty Act, Biological Consultant Denise Duffy and Associates completed nesting bird surveys prior to all tree removals in the Month of May as well as work in Forest Hill Park.
- Community Tree Service performed fuel reduction work in Upper Forest Hill Park removing 10 dead, dangerous, or dying trees as well as limbing up tree branches, mowing low growing shrubs and vines, and removal of invasive species such as acacia, genista, and blackberry.
- Community Tree Service has ground 363 stumps and removed 40 dead/dying trees. This completes their contractual duties for Fiscal Year 2024/2025.
- Last Month West Coast Arborists removed 24 trees on a task order, continuing deferred maintenance catch-up.

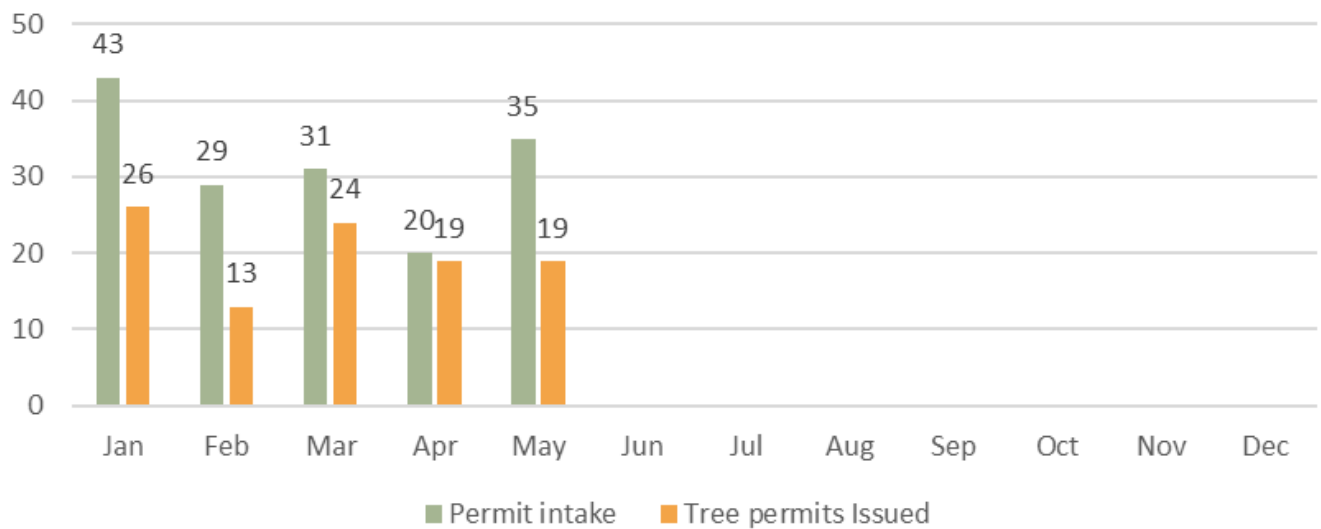
#### City Staff and Crews:

- Forestry and Public works staff participated in a team building BBQ celebrating Public Works week.
- City Forestry Crew removed 13 dead, dying, or dangerous trees, planted 3 trees, and pruned 40 trees providing clearance for roads and stop signs, as well as maintaining tree health.
- City Tree Crew continued to pick up logs in the right of way that were left from several large PG&E tree removals.

## Permit Information

			2025 Permitted removals, pruning, and required planting									
	Tree permits received	Tree permits Issued	Site Inspections Performed	Total Prunings	Total Removals	Removal of Upper	Removal of Lower	Required to Plant Upper	Required to Plant Lower	No room for new tree	Meets Density Rec.	Total Number of Trees Required
January	43	26	9	10	18	12	6	7	9	0	2	16
February	29	13	8	15	15	9	6	6	8	0	0	14
March	31	24	8	21	9	3	6	0	2	0	7	2
April	20	19	3	21	17	10	7	8	6	1	1	14
May	35	19	7	17	19	8	11	11	11	0	0	22
June												
July												
August												
September												
October												
November												
December												
<b>2024 Totals</b>	<b>158</b>	<b>101</b>	<b>35</b>	<b>84</b>	<b>78</b>	<b>42</b>	<b>36</b>	<b>32</b>	<b>36</b>	<b>1</b>	<b>10</b>	<b>68</b>

### 2025 Permits Intake vs. Issued



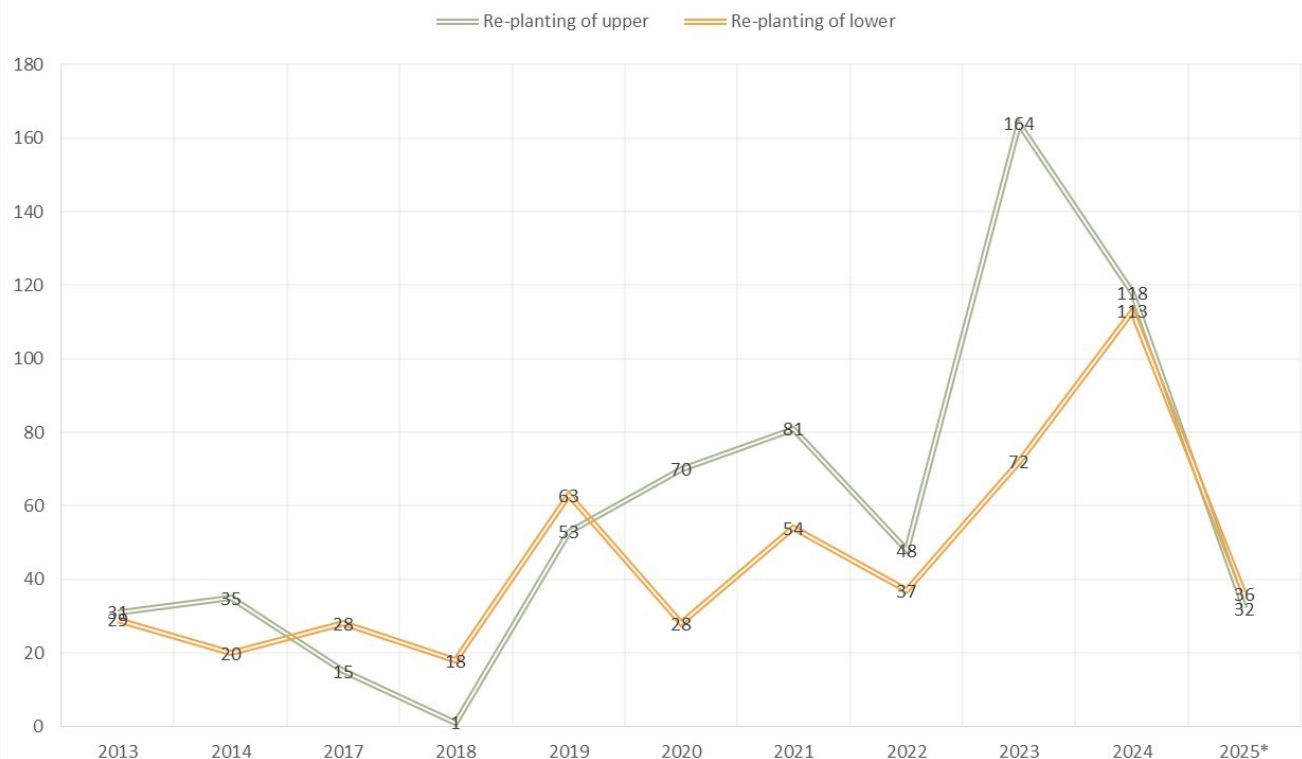
### Historic permitted removals and required planting

	Re-planting of upper	Re-planting of lower
2013	31	29
2014	35	20
2017	15	28
2018	1	18
2019	53	63
2020	70	28
2021	81	54
2022	48	37
2023	164	72
2024	118	113
2025*	32	36
*Year to date		

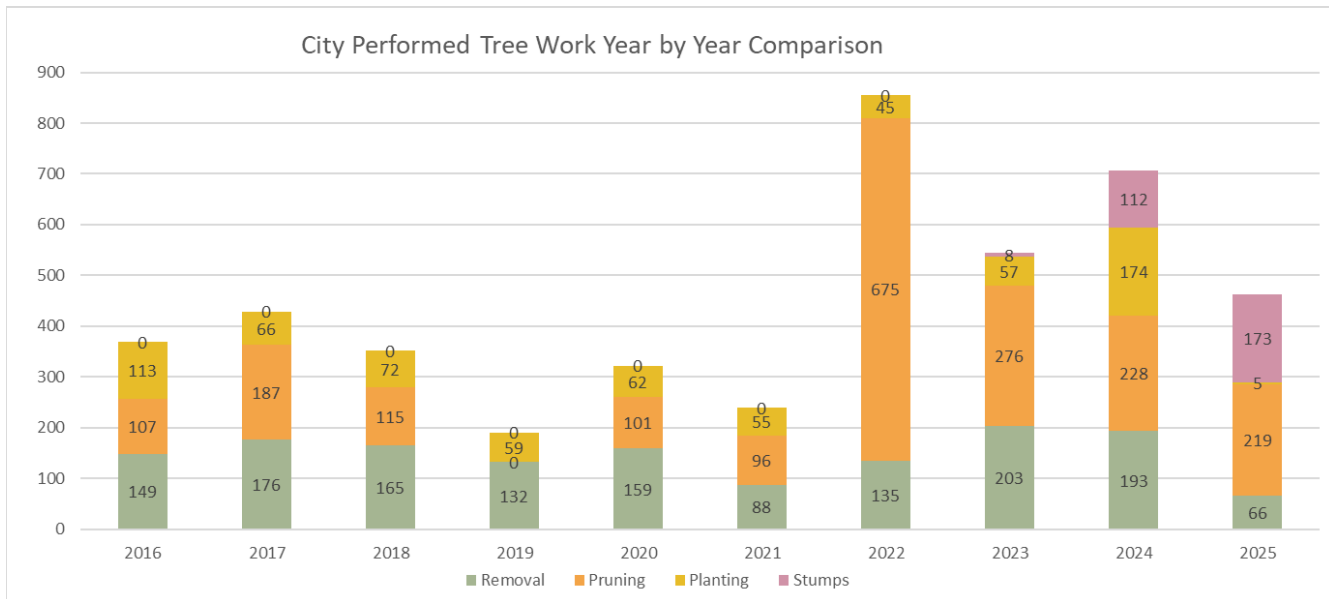
### Historic permitted removals and required planting

Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023	324	211	113	223	164	72	68.83%	336
2024	231	110	121	231	118	113	100.00%	391
2025	78	42	36	68	32	36	87.18%	158

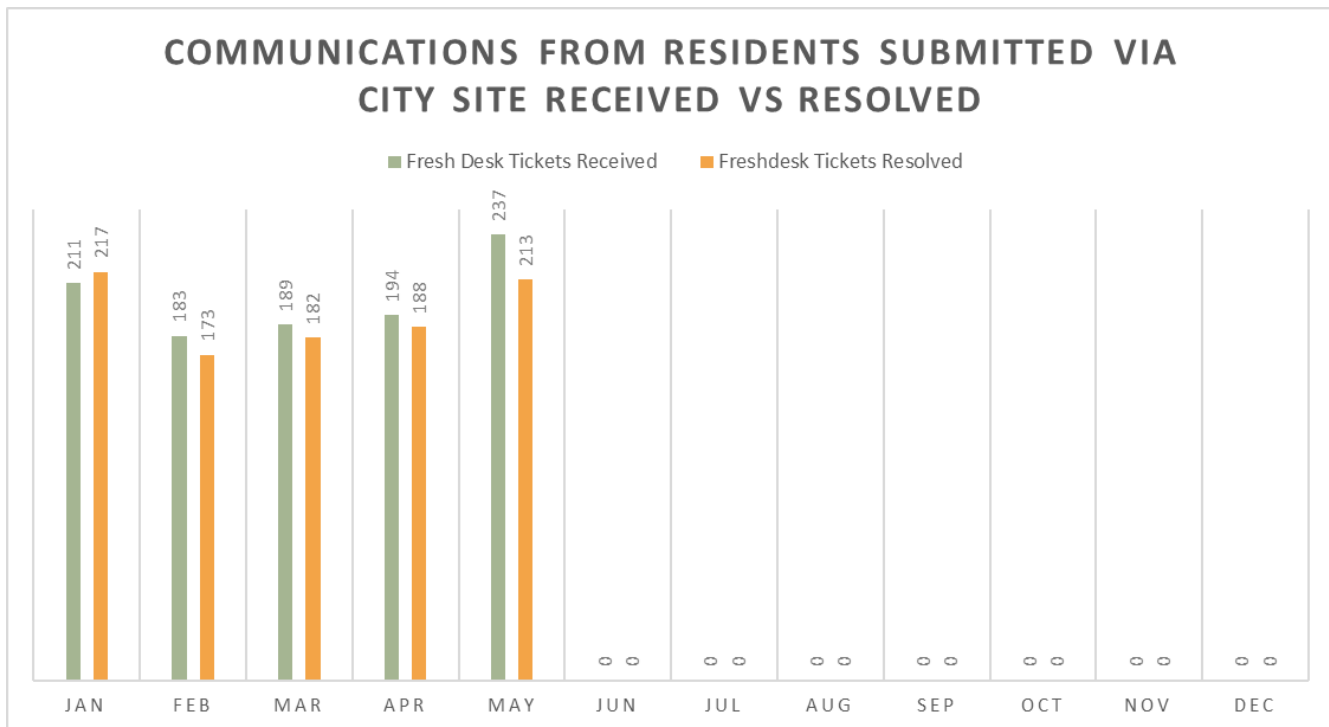
### HISTORIC REQUIRED REPLANTING



## City Forestry, Parks, and Beach Activities



Calendar year to date – Includes stumps removed by City crew as well as on call tree contractors.



\*Numbers only represent correspondences received via the City's website and do not include live calls, voicemails, drop-in visitors, and emails sent directly to employees from residents, nor return calls and emails from staff.



## Tree Inventory and Deferred Maintenance ‘Catch Up’ Status

### The 3-Year “Catch Up Plan”: Where are we?

The most recent inventory of City trees resulted in the following data:

Condition of City Trees (Per 2024 Inventory)							
	Excellent	Good	Fair	Poor	Very Poor	Dead	TOTALS
Public Rights of Way (PROW)	119	4,827	4,886	726	127	186	10,871
Medians	17	44	15	2	3	5	86
Parks (Estimate)	~	~	~	~	~	~	~3,000
<b>TOTALS</b>	<b>136</b>	<b>4,871</b>	<b>4,901</b>	<b>728</b>	<b>130</b>	<b>191</b>	

While this table provides an overview of forest health relative to the inventory dates (2022-2024), it also highlights deferred maintenance – tasks that are overdue. Data in the two right-most columns most accurately and reliably reflect overdue tasks, rather than more routine maintenance typically performed annually.

While the City’s goal is to address the three right-most columns, each column cannot be treated with the same priority. A large Dead tree and a large Very Poor tree should both be addressed sooner than a tree that is in Poor condition. Therefore, the goal of Year 1 (of what was estimated to be a 3-Year “Catch Up Plan”) was to address one-third of the worst Dead and Very Poor trees.

Of the total Fiscal Year 2024-25 budget for tree maintenance (\$1,197,000), the majority of the budget (\$960,000, or 80%) was allocated for tree removals of Dead trees and Very Poor trees. The remainder was allocated to stump removals (\$177,000, or 15%), and a relatively smaller portion (\$60,000, or 5%) for unanticipated expenses, such as storms and fuel reduction.

When a 3-year deferred maintenance “catch up” plan was devised in April of 2024 and created for purposes of budget planning for what is now the current FY 24-25, it was based on our estimated number of Dead trees (thought to be 234 at the time) and Very Poor trees (thought to be 150 at the time). As one-third of each of those numbers is 78 and 50, respectively, taken together 128 became our goal for the number of removals for the current FY 2024-25, which is also Year 1 of the “Catch Up Plan.”

Due to the unique situation of each tree, one could not say that the goal was to remove exactly 78 Dead trees, nor exactly 50 Very Poor trees, rather the goal was to remove the worst 128 trees. These 128 trees, at an estimated price of \$7,500 each, resulted in the budgeted number referenced above for tree removals for this current 2024/25 Fiscal Year (\$960,000).

The goal for stump removals was to remove one-third of the 664 stumps that were estimated to be removable in April 2024. Although the total number of stumps inventoried was 886, it was estimated that only 664 would be able to be removed. Considering the above nuances, the following is a more representative view of the goal that had been set for the current Fiscal Year 2024-25 deferred maintenance “catch up”:

### Year 1 of Forestry 3-Year Catch-Up Plan

	Trees in Dead or Very Poor condition	Stumps
2024 Inventory	321	664
FY 24/25 Goal	128	221
<b>FY 24/25 YTD</b>	<b>147</b>	<b>386</b>

Fiscal Year 2024/25 goals were exceeded for several reasons: the actual cost of tree removals came in lower than the projected \$7,500 per tree; our Task Order process with multiple tree contractors was more efficient relative to the work required; and our City tree crew made significant contributions.

Below is the current chart showing our entire inventory as of May 2025:

<b>Quantity and Condition of City Trees Over Time</b>							
	<u>Excellent</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>Very Poor</u>	<u>Dead</u>	<u>Stumps</u>
Beginning of Fiscal Year 24/25	136	5082	5094	750	133	191	664
March 2025	136	5074	5076	731	125	82	536
April 2025	134	5073	5065	729	125	77	446
May 2025	134	5067	5061	728	100	77	278
<i>(Amount Removed)</i>	<i>-2</i>	<i>-15</i>	<i>-33</i>	<i>-22</i>	<i>-33</i>	<i>-114</i>	<i>-386</i>

When reviewing information in the above charts, it is important to remember that each Condition Category reflects a tree's health only on the day it was surveyed—on average, nearly two years ago. As living organisms, trees can experience changes in health daily, weekly, or annually, making the data reliable only in the context of the survey date. For this reason, it is difficult—if not unreliable—to assume what work may or may not be needed, especially for trees classified as Fair or Poor since they may be more prone to a change in condition relative to those that were previously rated Excellent or Very Poor/Dead in our inventory.

Each of these trees must be assessed individually. In fact, every tree in all categories must be assessed individually prior to work being conducted. The ever-changing nature of tree health (as noted in the chart below) necessitated a more adaptive approach: refining goals each year based on the most recent fiscal year's tree maintenance outcomes and staff capacity, rather than committing to rigid, potentially unrealistic targets the further one projects forward, without having seen each tree since the date of inventory.

<b>Change in Condition of City Tree Crew Removals (TK = X, Time of Removal = Y)</b>						
	Excellent	Good	Fair	Poor	Very Poor	Dead
Excellent						1
Good				1	1	2
Fair				1		3
Poor						
Very Poor						
Dead						1

\*X-axis represents condition at time of removal, Y-axis represents condition at time of inventory.