



# CITY OF CARMEL-BY-THE-SEA

## CITY COUNCIL AGENDA

Mayor Jason Burnett  
Mayor Pro Tem Ken Talmage  
Council Members Victoria Beach, Steve Dallas,  
and Carrie Theis

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

Contact: 831.620.2000 [www.ci.carmel.ca.us/carmel](http://www.ci.carmel.ca.us/carmel)

### REGULAR MEETING

### Tuesday, February 2, 2016

### REGULAR MEETING – 4:30 P.M.

#### CALL TO ORDER, ROLL CALL, & PLEDGE OF ALLEGIANCE

#### EXTRAORDINARY BUSINESS

1. Community Recognition: Centennial Kick-off Ceremony
2. New Employee Introduction: Jermel Laurie, Building Inspector and David DiMaggio, Police Officer

#### ANNOUNCEMENTS

Announcements will be made by the Mayor and Council Members, City Administrator, and/or City Attorney.

3. Centennial Committee Activities Update – Sue McCloud, Barbara Livingston, and Merv Sutton

#### PUBLIC APPEARANCES

Anyone wishing to address the City Council on matters within the jurisdiction of the City and are not on the agenda may do so now. Matters not appearing on the City Council's agenda will not receive action at this meeting but may be referred to staff for a future meeting. Presentations will be limited to three (3) minutes, or as otherwise established by the City Council. Persons are not required to give their names, but it is helpful for speakers to state their names in order that the City Clerk may identify them in the minutes of the meeting. Always speak into the microphone, as the meeting is recorded.

#### CONSENT AGENDA

All items on the Consent Calendar are to be acted upon by a single action of the City Council unless otherwise requested by an individual Council Member or the public for special

consideration. Otherwise the recommendation of staff will be accepted and acted upon by majority voice vote.

4. Minutes for the November 19, 2015 Special Council Meeting, December 1, 2015 Regular Council Meeting, December 3, 2015 Special Council Meeting, December 29, Special Meeting, January 4, 2016 Special Council Meeting, and January 5, 2016 Regular Meeting. (pg. 4)
5. Check Register for the Month of December. (pg. 24)
6. Monthly Reports for the Month of December
  - a. Contracts executed within the City Administrator's Signing Authority
  - b. Community Planning and Building Department Reports
  - c. Police, Fire, Ambulance and Beach Reports
  - d. Public Records Act Request Logs – City Clerk and Police
  - e. Forester's Report
  - f. City Treasurer's Report (pg. 37)
7. AB 1085 Ratification of appointment to the Historic Resources Board. (pg. 71)
8. AB 1086 Consideration of a Resolution Authorizing the City Administrator to enter into a service agreement with Proserve Facility Service for the cleaning of City owned facilities. (pg. 77)
9. AB 1087 Consideration of a Resolution Authorizing the Submittal of an Application for the Beverage Container Recycling City/County Payment Program (pg. 92)
10. AB 1088 Forest Theater Project construction update. (pg. 95)
11. AB 1089 Authorization of Professional Services Agreements for Website Support and Code Enforcement for an Amount Not to Exceed \$64,000 for All Agreements (pg. 97)
12. AB 1090 Rio Park/Larsen Field Update: Authorize Professional Services Agreements for Permitting Related Services in an amount not to exceed \$57,000 and Provide Direction on Pathway Materials (pg. 101)

## **ORDERS**

Orders of Council are agenda items that require City Council discussion, debate and/or direction.

13. TAMC Presentation Investment Plan
14. AB 1091 Consideration of the Appointment of Chip Rerig as City Administrator and Consideration of a Resolution Authorizing the Mayor to Execute an Employment Agreement between the City of Carmel-by-the-Sea and Chip Rerig, City Administrator (pg. 110)
15. AB 1092 Receive Mid-Year review report for FY15-16, and approve mid-year supplemental appropriation requests. (pg. 125)

16. AB 1093 Consideration of a proposal from Pacific Repertory Theater to install an ADA accessible pathway on the west side of the Forest Theater (pg. 131)

## **PUBLIC HEARINGS**

Public Hearings consist of Zoning amendments, General Plan amendments, appeals of Commission decisions and other State-mandated items. If the Public Hearing is an appeal, appellants are allowed a total of 10 minutes to speak on their own behalf after the staff report and at the close of public comment in order to have an opportunity to rebut public comments. Other speakers will be allowed three minutes.

17. AB 1094 Consideration of an appeal of the Planning Commission's denial of a Design Study (DS 15-327) application for the construction of a new rooftop deck on a single-family residence located in the Single-Family Residential (R-1) Zoning District. The application is being appealed by property owner: Cathryn Carlson. (pg. 153)

## **FUTURE AGENDA ITEMS**

## **ADJOURNMENT**

### **SPECIAL NOTICES TO PUBLIC**

The City Council of Carmel-by-the-Sea meets in Regular Session on the First Tuesday of each month at 4:30 p.m., unless otherwise noticed. The City Council may also meet on the First Monday of each month in a Special Meeting and/or a Workstudy Session at 4:30 p.m., unless otherwise noticed. City Council agenda packets are available for public review on the City website at [www.ci.carmel.ca.us](http://www.ci.carmel.ca.us) and in the Clerk's Office on the Friday prior to the scheduled meeting. Any writings or documents provided to a majority of the City Council regarding any item on the agenda will be made available for public inspection. Interested members of the public may subscribe to the Council Agenda by submitting a request to the City Clerk. Meetings are open to the public and the City Council welcomes your participation. Any member of the public may comment on any item on the agenda. Testimony is limited to three (3) minutes per speaker, or as otherwise established by the City Council. Meetings are streamed live on-line and archived for easy access anytime day or night. Visit the City's website at [www.ci.carmel.ca.us](http://www.ci.carmel.ca.us) to view the meetings or watch a television rebroadcast on the first Sunday after the City Council meeting at 8:00 a.m. on MCAET Channel 26. 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 831-620-2007 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

February 2, 2016  
Consent Calendar

**TO:** Honorable Mayor and Members of the City Council  
Mike Calhoun, Interim City Administrator

**FROM:** Ashlee Wright, City Clerk

**SUBJECT:** Draft Minutes of the Special Meetings held November 19, 2015  
Draft Minutes of the Regular Meeting of December 1, 2015  
Draft Minutes of the Special Meeting of December 3, 2015  
Draft Minutes of the Special Meeting of December 29, 2015  
Draft Minutes of the Special Meeting of January 4, 2016  
Draft Minutes of the Regular Meeting of January 5, 2016

## RECOMMENDATION

By motion to the Consent Calendar, approve the Minutes of the Special Meetings of November 19, 2015, Regular Meeting of December 1, 2015, Special Meeting of December 3, 2015, Special Meeting of December 29, 2015, Special Meeting of January 4, 2015, and Regular Meeting of January 5, 2016.

## ATTACHMENTS

1. Draft Minutes of the Special Meeting of November 19, 2015
2. Draft Minutes of the Regular Meeting of December 1, 2015
3. Draft Minutes of the Special Meeting of December 3, 2015
4. Draft Minutes of the Special Meeting of December 29, 2015
5. Draft Minutes of the Special Meeting of January 4, 2016
6. Draft Minutes of the Regular Meeting of January 5, 2016

### APPROVED:

  
\_\_\_\_\_  
Mike Calhoun, Interim City Administrator

Date: 1/27/2016

**MINUTES  
CITY COUNCIL SPECIAL MEETING  
CARMEL-BY-THE-SEA  
Thursday, November 19, 2015**

**CALL TO ORDER**

Mayor Burnett called the meeting to order at 4:00 P.M.

**CLOSED SESSION**

Present: Council Members: Beach, Dallas, Mayor Pro Tem Talmage, Theis, and Mayor Burnett

Absent: None

Staff Present: Mike Calhoun, Interim City Administrator  
Ashlee Wright, City Clerk

Mayor Burnett announced the Closed Session items.

1. Conference With Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9:  
3 cases
2. Public Employee Appointment  
Pursuant to Government Code Section 54957  
Title: City Administrator.

There were no public comments. The Council adjourned to Closed Session at 4:01 P.M.

**ORDERS**

Council resumed in Open Session at 5:15 P.M.

Present: Council Members: Beach, Dallas, Mayor Pro Tem Talmage, Theis, and Mayor Burnett

Absent: None

Staff Present: Mike Calhoun, Interim City Administrator  
Ashlee Wright, City Clerk  
Janet Bombard, Library and Community Activities Director  
Rob Mullane, Public Works Director

Mayor Burnett stated that there were no announcements from the Closed Session.

3. Receive presentation from Anderson Brule Architects on the Sunset Center Master Plan project.

Council moved from the dais to join the public in the Council Chamber to receive the presentation. Introduction to Anderson Brule Architects was provided by Stan Meresman, Vice Chair of the Sunset Center Board of Trustees. David O'Brien and Pamela Anderson-Brule.

Public and Council comments and questions were received and addressed by David O'Brien and Pamela Anderson-Brulee.

**ADJOURNMENT:** There being no further business, Mayor Burnett adjourned the meeting at approximately 6:52 P.M.

APPROVED:

ATTEST:

\_\_\_\_\_  
Jason Burnett, Mayor

\_\_\_\_\_  
Ashlee Wright, City Clerk

**MINUTES  
CITY COUNCIL SPECIAL MEETING  
CARMEL-BY-THE-SEA  
Tuesday, December 1, 2015**

Mayor Burnett called the meeting to order at 2:30 p.m.

**TOUR OF INSPECTION**

Present: Council Members Beach, Dallas, Theis, Mayor Pro Tem Talmage  
and Mayor Burnett

Absent: None

Staff Present: Michael Calhoun, Interim City Administrator  
Ashlee Wright, City Clerk  
Christy Sabdo, Contract Planner  
Marc Weiner, Senior Planner

There were no Public Comments. Mayor Burnett announced that the public was welcome to join the Tour of Inspection. The Council departed the Council Chamber for the Tour of Inspection at 2:35 P.M.

**CLOSED SESSION**

Mayor Burnett announced the items on the Closed Session agenda.

1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: 3 cases
2. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
Pursuant to Government Code Section 54956.9(D)(1)  
Name of Case: Chilone Payton, Plaintiff v. City of Carmel-by-the-Sea, Equal  
Employment Opportunity Commission Charge No. 485-2014-00453
3. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
Pursuant to Government Code Section 54956.9(D)(1)  
Name of Case: Gerit Sand; Cobblestone Bakery, a sole proprietorship, Plaintiff v. City of  
Carmel-by-the-Sea, Defendant – Monterey County Superior Court Case No. M130393
4. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
Pursuant to Government Code Section 54956.9(D)(1)  
Name of Case: City of Carmel-by-the-Sea, Plaintiff v. Pacific Harvest Seafoods, Inc.  
Monterey County Superior Court Case No. 15CV000014

**5. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Pursuant to Government Code Section 54956.9(D)(1)

Name of Case: Simonelli v. City of Carmel-by-the-Sea, United States District Court  
Case No. C 13-1250 LB

**6. PUBLIC EMPLOYEE APPOINTMENT**

Pursuant to Government Code Section 54957

**7. LABOR NEGOTIATIONS**

Pursuant to Government Code Section 54957.6(a)

Agency Designated Representatives: Zutler

Employee Organization: Ambulance

There were no Public Comments. The Council adjourned to Closed Session at 3:30 P.M.

**OPEN SESSION**

Council resumed in Open Session at 4:37 P.M.

Present: Council Members Beach, Dallas, Theis, Mayor Pro Tem Talmage  
and Mayor Burnett

Absent: None

Staff Present: Michael Calhoun, Interim City Administrator  
Don Freeman, City Attorney  
Ashlee Wright, City Clerk  
Leslie Fenton, Deputy City Clerk  
Christy Sabdo, Contract Planner  
Marc Weiner, Senior Planner  
Sharon Friedrichsen, Director of Budgets and Contracts  
Janet Bombard, Library and Community Activities Director  
Paul Tomasi, Police Commander  
Rob Mullane, Public Works Director

Council Member Beach led the Council in the Pledge of Allegiance.

**ANNOUNCEMENTS**

Mayor Burnett announced the Tour of Inspection for Scenic 4 SE of 9th property.

City Attorney Don Freeman announced the Closed Session items from the November 30, 2015 Special Council meeting and stated that there were no announcements.

Mayor Pro Tem Talmage announced the Holiday Tree-lighting to be held Friday, December 5, 2015 at 4:00 P.M.

Mayor Burnett gave a brief update on water issues.

Interim City Administrator Mike Calhoun gave an update on the contract with the Monterey Fire Department.

## **PUBLIC APPEARANCES**

Tara Twomey, Harrison Memorial Library Board of Trustees, announced that a study on updating library facilities was being undertaken using funds from a recent bequest.

Scott Phillips read an original poem.

Carlyle Secombe requested that all vendors at the Farmer's Market be certified organic.

---End Public Comments---

## **ORDERS**

8. AB 1068 Consideration of 1.) Project design options and 2.) A Resolution of the City Council of the City of Carmel-by-the-Sea adopting a Mitigated Negative Declaration for the Rio Park/Larson Field Shared Use Trail project, adopting findings and approving the project with mitigations and selected design options.

Brian Roseth of Monterey Bay Planning Services provided that staff report.

Council discussion followed.

### Public Comment

Sue McCloud questioned the Council as to whether there had been proper study of whether a shared use trail would be the best use of Rio Park/Larsen Field property, stated potential issues, and made suggestions as to alternate uses.

Alan Williams stated that there were currently potential safety issues for children walking to Junipero Serra School around the Mission.

---End Public Comment---

Further Council discussion followed.

**Action:** Upon a motion made by Council Member Beach, seconded by Mayor Pro Tem Talmage, Council moved to accept the staff recommendation on upper alignment, the maximum impermeability for the surface, the inclusion of the parking lot adjustments and directed staff to work with Monterey County on the Rio Road/Atherton crosswalk and to return with two or three pricing options for the selected design option. **Adopted 5:0** Resolution 2015-119

## PUBLIC HEARINGS

9. AB 1069 Consideration of the adoption of the 2015-2023 Housing Element and an Ordinance amending chapters 17.64.190, 17.64.220 and 17.68.040 of the Carmel-by-the-Sea Municipal Code in accordance with state housing law.

Senior Planner, Marc Weiner provided a brief staff report. John Douglas provided supplemental information.

### Public Comments

Barbara Livingston questioned components of the Housing Element as proposed.

---End Public Comments---

Council discussion followed

**Action:** Upon a motion made by Council Member Beach, seconded by Council Member Dallas, Council moved to accept the staff recommendation to waive in full the first reading of an Ordinance amending chapters 17.64.190, 17.64.220 and 17.68.040 of the Carmel-by-the-Sea Municipal Code in accordance with state housing law and to make minor corrections identified for full accuracy. **Adopted 5:0**

10. AB 1070 Public Meeting on Establishing the Carmel Hospitality Improvement District; Adoption of Resolution Declaring City Intention to Disestablish the Carmel Hospitality Improvement District and First Reading of an Ordinance Disestablishing the Carmel Hospitality Improvement District.

Council Member Theis recused herself because of her business membership in the Hospitality Improvement District and left the dais.

Sharon Friedrichsen provided the staff report.

### Public Comments – None

**Action:** Upon a motion made by Council Member Beach, seconded by Council Member Dallas, Council moved to adopt a Resolution declaring City intention to disestablish the Carmel Hospitality Improvement District and waive in full the first reading of an ordinance disestablishing the Carmel Hospitality Improvement District. **Adopted 5:0 Resolution 2015-121**

11. AB 1071 Second Reading of an Ordinance amending Section 2.52.385, Appeals Hearing Process, of the Personnel Ordinance.

### Public Comment – None

**Action:** Upon a motion made by Vice Mayor Talmage, seconded by Council Member Beach, Council mover to waive in full the second reading of Ordinance amending Section 2.52.385, Appeals Hearing Process, of the Personnel Ordinance. **Adopted 5:0**

12. AB 1072 First Reading of an Ordinance of the City Council of Carmel-by-the-Sea declaring beach fires a public nuisance.

Mayor Burnett read a letter from Richard Stedman, Air Pollution Control Officer, Monterey Bay Unified Air Pollution Control District, into the record.

City Attorney Don Freeman provided a brief staff report.

Council discussion followed.

Public Comment

Nancy Cherogarcia and Scott Phillips spoke against declaring beach fires a public nuisance.

Jeanne McCullough, Carlyle Seccombe, Cathy McFarland, Donna Shore, spoke in favor of finding a compromise for beach fires.

Maggie Eaton, Mike Cate, Glen Nash, Mary Hespín, Hugo Ferlito, Kathy Bang, Gary Bang, Karen Ferlito, Barbara Livingston spoke in favor of declaring beach fires a public nuisance.

---Public Comment Closed---

Council discussion followed.

Council Member Dallas requested that the e-mail from Jack Galante be included in the record of the minutes.

**Action:** Upon a motion made by Mayor Pro Tem Talmage, seconded by Council Member Beach the Council moved to waive the first reading in full of an Ordinance of the City Council of Carmel-by-the-Sea declaring beach fires a public nuisance. **Adopted 3:2** (Council Members Theis and Dallas noes).

*Mayor Burnett called a recess at approximately 7:32pm. At 7:41 the meeting resumed.*

13. AB 1073 Consideration of an Ordinance of the City Council of the City of Carmel-by-the-Sea amending Section 17.14.40 and adding Section 17.14.240 of the Municipal Code defining and prohibiting medical marijuana dispensaries, cultivation of marijuana and all commercial medical marijuana uses in the City.

City Attorney Don Freeman presented the staff report.

Council discussion and questions followed.

Public Comments:

Heidi a collective owner, cultivator and medicinal user spoke of the benefits of medicinal marijuana.

Rebecca Barrymore spoke in favor of medical marijuana.

Unknown speaker spoke that those already using it will still have access.

Unknown resident read a letter.

Ryan of "Monterey County Normal" spoke that people need to be educated on the use of medicinal marijuana.

---End Public Comment---

Council discussion and questions followed.

**Action:** Upon a motion by Vice Mayor Talmage, seconded by Council Member Dallas Council moved to waive the 1<sup>st</sup> Reading and approve the Ordinance as written. **Adopted 5:0**

14. AB 1074 Consideration of an appeal of the Planning Commission's decision to approve Design Study (DS 15-105) and the associated Coastal Development Permit for the construction of a new single-family residence located in the Single-Family Residential (R-1), Park Overlay (P), and Beach and Riparian Overlay (BR) Zoning Districts. This application is being appealed by neighboring property owner: Tim Allen.

Senior Planner Marc Wiener presented the staff report.

Council discussion and questions followed. Mayor Burnett opened the Public Hearing to statements from the appellant and applicant.

Appellant Tim Allen stated his concerns with the size of the garage, lot size and how the grade measurement was calculated.

Mayor and Council members disclosed contact received by those involved in the appeal. Council Member Theis announced that she had been contacted by Rob Carver via e-mail but did not respond. Mayor Burnett announced that Carver & Schicketanz had been the architect on a project he was involved with and had referred to City Attorney Don Freeman on information regarding the appeal. Council Member Beach announced that she had met with Rob Carver to look at the drawings. Vice Mayor Talmage announced that he was contacted by both sides but did not talk with either. Council Member Dallas announced that he had been contacted by both sides and that he had talked with Mr. Lombardo.

Pam Silkwood, representative for the applicant, spoke to the numerous hearings on this application and referenced several Municipal Code sections.

Robert Carver showed photos of the changes and requested that plate height be raised and roof pitch be changed.

Public Comments:

Ronald Corradini shared a letter from Tim Allen to local realtors.  
Barbara Livingston advised Council to beware of phantom grades.

Jonathan Spencer spoke in support of the applicant.

---End Public Comment---

Anthony Lombardo, speaking for the appellant, shared letters discussing the surveys and measurement of properties.

Council discussion and questions followed.

**Action:** Upon a motion by Council Member Beach, seconded by Council Member Theis the Council moved to deny the appeal. **Approved 5:0**

Because the appeal was denied this became a new project before the Council, they could either approve the Planning Commission project or make changes.

**Action:** Upon a motion by Council Member Theis, seconded by Vice Mayor Talmage the Council moved to uphold the Planning Commission decision. **Approved 3:2** (Beach, Burnett opposed)

## ADJOURNMENT

There being no further business, Mayor Burnett adjourned the Open Session at 9:50 pm.

APPROVED:

ATTEST:

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Jason Burnett, Mayor

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Ashlee Wright, City Clerk

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Leslie Fenton, Deputy City Clerk

**MINUTES  
CITY COUNCIL SPECIAL MEETING  
CARMEL-BY-THE-SEA  
Thursday, December 3, 2015**

**CALL TO ORDER**

Mayor Burnett called the meeting to order at 4:03 P.M.

Present: Council Members: Beach, Dallas, Mayor Pro Tem Talmage, Theis, and Mayor Burnett (Council Member Beach teleconferenced)

Absent: None

Staff Present: Mike Calhoun, Interim City Administrator  
Ashlee Wright, City Clerk

**PUBLIC APPEARANCES**

Richard Kreitman announced the 1 year anniversary of the ringing of the bells at the Church of the Wayfarer and thanked all of those who have participated.

---End Public Comment---

**CLOSED SESSION**

Mayor Burnett announced the Closed Session items.

1. PUBLIC EMPLOYEE APPOINTMENT  
Pursuant to Government Code Section 54957  
Title: City Administrator.

There were no public comments. Council adjourned to Closed Session at 4:10 P.M.

Council resumed in Open Session at 7:38 P.M. Mayor Burnett stated that there were no announcements from the Closed Session.

**ADJOURNMENT:** There being no further business, Mayor Burnett adjourned the meeting at 7:40 P.M.

APPROVED:

ATTEST:

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Jason Burnett, Mayor

\_\_\_\_\_  
Ashlee Wright, City Clerk

**MINUTES  
CITY COUNCIL SPECIAL MEETING  
December 29, 2015**

**CALL TO ORDER**

Mayor Pro Tem Talmage called the meeting to order at 10:00a.m.

Mayor Burnett participated via telephone conference call from the following location:  
1415 Swann Street, NW, Washington, D.C., 20009.

Council Member Beach participated via telephone conference call from the following location:  
6400 SW 133<sup>rd</sup> Drive, Pinecrest, FL, 33156.

**ROLL CALL**

Present: Council Members: Beach, Dallas, Theis, Mayor Pro Tem Talmage and Mayor Burnett

Absent: None

Staff Present: Don Freeman, City Attorney  
Mike Calhoun, Interim City Administrator  
Leslie Fenton, Deputy City Clerk

There were no public comments. The Council adjourned to Closed Session at 10:02 A.M.

**CLOSED SESSION**

Mayor Pro Tem Talmage announced the Closed Session item.

1. PUBLIC EMPLOYEE APPOINTMENT  
Pursuant to Government Code Section 54957  
Title: City Administrator

City Attorney Don Freeman announced no announcements from the Closed Session.

**ADJOURNMENT:** The meeting was terminated at 12:20pm for lack of a quorum.

APPROVED:

ATTEST:

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Ken Talmage, Mayor Pro Tem

\_\_\_\_\_  
Leslie Fenton  
Deputy City Clerk

**SPECIAL MEETING  
Monday, January 4, 2016  
CLOSED SESSION 4:30 P.M.**

**CALL TO ORDER**

Mayor Burnett called the meeting to order at 4:30 P.M.

Present: Council Members: Beach, Dallas, Vice Mayor Pro Tem Talmage, Theis, and Mayor Burnett

Absent: None

Staff Present: Mike Calhoun, Interim City Administrator  
Ashlee Wright, City Clerk

Council Member Beach participated via telephone conference call from the following location:  
6400 SW 133<sup>rd</sup> Drive, Pinecrest, FL, 33156.

**CLOSED SESSION**

Mayor Burnett announced the Closed Session items.

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: 3 cases
2. PUBLIC EMPLOYEE APPOINTMENT  
Pursuant to Government Code Section 54957  
Title: City Administrator.
3. LABOR NEGOTIATIONS  
Pursuant to Government Code Section 54957.6(a)  
Agency Designated Representatives: Zutler  
Employee Organization: Ambulance

There were no public comments. Council adjourned to Closed Session at 4:32 P.M.

Council resumed in Open Session at 7:18 P.M. Mayor Burnett stated that there were no announcements from the Closed Session

**ADJOURNMENT:** There being no further business, Mayor Burnett adjourned the meeting at 7:20 P.M.

APPROVED:

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Jason Burnett, Mayor

ATTEST:

\_\_\_\_\_  
Ashlee Wright, City Clerk

**MINUTES  
CITY COUNCIL REGULAR MEETING  
CARMEL-BY-THE-SEA**

**Tuesday, January 5, 2016**

Mayor Burnett called the meeting to order at 4:30pm. Council Member Beach participated via teleconference call from the following location: 6400 SW 133<sup>rd</sup> Drive, Pinecrest, FL 33156

**ROLL CALL:**

Present: Council Members Beach, Dallas, Talmage, Theis and Mayor Burnett

Absent: None

Staff Present: Mike Calhoun, Interim City Administrator  
Rob Mullane, Public Works Director  
Don Freeman, City Attorney  
Paul Tomasi, Commander  
Marc Weiner, Interim Planning Director  
Sharon Friedrichsen, Director of Budgets and Contracts  
Ashlee Wright, City Clerk

Mayor Burnett asked for a moment of silence in memory of Marian Leidig.

Mayor Pro Tem Talmage and Council Member Dallas shared their memories of Marian Leidig.

**EXTRAORDINARY BUSINESS**

Mayor Burnett recognized the Carmel Woman's Club for their 90<sup>th</sup> Anniversary celebrated in December 6, 2015.

Mayor Burnett led the pledge of allegiance.

**ANNOUNCEMENTS**

Mayor Pro Tem Talmage announced that Panetta Lecture Series and children's programs will be held at the Sunset Center Spring 2016.

Mayor Burnett thanked Ken for his work in bringing the Panetta Lecture Series to Carmel.

Council Member Theis stated that Carmel Unified School District had been recognized as the 1<sup>st</sup> School District in the nation recognized as being NOAA Ocean Guardian School District and noted their food scrap program.

Mayor Burnett provided a brief update on the recent Coastal Commission meeting and provided a report on peninsula water issues. He stated the opening of the Centennial Celebration would be held Friday January 8<sup>th</sup> at 3:00pm, at the San Carlos and Ocean Avenue intersection.

## **PUBLIC APPEARANCES**

Barbara Livingston announced kick-off of the Carmel Residents Association Centennial lecture Series.

Stephen Moorer provided an update on the Pac Rep budget and productions/events to be held in 2016.

E. Griffin Ortiz provided an update on the Carmel Youth Center renovation and thanked volunteers, community organizations, local foundations, and local businesses, the Carmel Police Department and Council for their fundraising efforts.

Stacey Meheen, President of the Forest Theater Guild, shared information about upcoming Forest Theater Guild events for 2016.

Doug Westphal requested that Council delay 2<sup>nd</sup> reading of an Ordinance declaring beach fires a public nuisance. Requested clarification for the community on current beach fire rules.

---End Public Comment---

Interim City Administrator Mike Calhoun provided reminders about storm safety and the Emergency Operations Center.

## **CONSENT AGENDA**

**Action:** Upon a motion made by Council Member Theis, seconded by Council Member Dallas the Council unanimously approved the Consent Calendar with the following abstentions:

1. Minutes for the November 2, 2015 Special Council Meetings, November 3, 2015 Regular Council Meeting and November 30, 2015 Special Council Meeting. **Approved 5:0.**
3. Check Register for the Month of November. **Approved 5:0.**
4. Monthly Reports for the Month of November
  - a. Contracts executed within the City Administrator's Signing Authority
  - b. Community Planning and Building Department Reports
  - c. Police, Fire, Ambulance and Beach Reports
  - d. Public Records Act Request Logs – City Clerk and Police
  - e. Forester's Report
  - f. City Treasurer's Report**Accepted 5:0**
5. AB 1076 Adoption of the Budget Schedule Proposal for January-June 2016 for FY 2016-17. **Adopted 5:0**
6. AB 1077 Consideration of a Resolution revising City Council Policy C2007-2 "Expense and Use of Public Resources" and Policy C03-03 "Beach Emergency Closure Plan" and a Resolution rescinding City Council Policy C89-57 "Proclamations," Policy C03-04 "Unsung

Heroes Program” and Policy A92-01 “Use of City-owned Cellular Telephone Ancillary “Go Pack” Equipment.” **Adopted 5:0 Resolution 2016-001, Resolution 2016-002**

7. AB 1078 Accept a grant from the Monterey Peninsula Regional Park District for Forest Hill Park Improvements and Approve Adjustments to the Fiscal Year 2015-16 Budget. **Accepted 3:0:2 Resolution 2016-003** (Mayor Burnett and Council Member Dallas abstaining due to proximity.)

8. AB 1079 Receive an update on the City’s Beach Fires Management Pilot Program. **Received 5:0**

Council Member Theis shared a letter from the Coastal Commission, dated December 30<sup>th</sup>, 2015.

Public Comments

None

---End Public Comments---

## **ORDERS**

9. Establish a process for filling position of City Administrator.

Mayor Burnett provided information on the process currently undertaken by the Council to fill the position of City Administration, stated that a local individual had been identified and recommended that a contract for a new City Administrator be placed on the next regular meeting agenda.

City Attorney Don Freeman provided supplemental information on the current process undertaken by Council to fill the position of City Administrator and explained the alternate process for finding a City Administrator if the current process fails.

Mayor Burnett stated that Mayor Pro Tem Talmage and Council Member Dallas had been appointed to an Ad Hoc Committee to work with the individual and City Attorney Don Freeman to craft an employment agreement for consideration at the Regular Council Meeting February 2, 2016.

Ken Talmage spoke in support of the process undertaken by Council to fill the position of City Administrator.

Public Comments

Barbara Livingston spoke in favor of the process undertaken by Council.

---End Public Comments---

Council discussion followed.

**Action:** Upon a motion made by Council Member Theis, seconded by Council Member Dallas Council moved to continue with the process of looking at the current City Administrator candidate. **5:0**

## PUBLIC HEARINGS

10. AB 1081 Public Hearing on Establishing the Carmel Hospitality Improvement District; Adoption of Resolution Declaring Results of Majority Protest Proceedings and Establishing the Carmel Hospitality Improvement District; Authorize Professional Services Agreement with Visit Carmel; Second Reading of an Ordinance Disestablishing the Carmel Hospitality Improvement District.

Council Member Theis recused herself because her business is part of the HID and left the dais.

Sharon Friedrichsen, Director of Budgets and Contracts provided the staff report.

Public Comments

None

---End Public Comments---

**Action:** Upon a motion made by Council Member Dallas, seconded by Mayor Pro Tem Talmage, Council moved to adopt a Resolution declaring results of majority protest proceedings and establishing the Carmel Hospitality Improvement District. **Adopted 4:0:1** (Council Member Theis abstaining because of her membership in the HID) **Resolution 2016-004**

**Action:** Upon a motion made by Mayor Pro Tem Talmage, seconded by Council Member Dallas, Council moved to authorize a Professional Services Agreement with Visit Carmel. **Adopted 4:0:1** (Council Member Theis abstaining because of her membership in the HID)

**Action:** Upon a motion made by Council Member Dallas, seconded by Mayor Pro Tem Talmage, Council moved to waive a Second Reading in full and adopt an Ordinance Disestablishing the Carmel Hospitality Improvement District. **Adopted 4:0:1** (Council Member Theis abstaining because of her membership in the HID). **Ordinance 2016-001**

Council Member Theis returned to the dais.

11. AB 1082 Consideration of an appeal of the Planning Commission's decision to deny a Use Permit (UP 15-261) application for the establishment of a specialty food store (Carmel Chocolate Emporium) at a property located in the Carmel Commercial (CC) Zoning District.

Mayor Pro Tem Talmage recused himself because he owns property within 500' of the appellant's property and stepped down from the dais.

Senior Planner Marc Weiner provided the staff report.

Henry Runke, Architect for the appellant, provided report and plans.

Public Comments

Jeanne McCullough, Lynn Ross and Roberta Miller spoke against granting the appeal.

Lexia Norton Jones spoke in favor of chocolate.

Roderick Dewar, Barbara Livingston, Monta Potter, Michael Shoulter, Lynette Zimmerman, Sam Rashton spoke in favor of granting the appeal.

---End Public Comments---

Henry Runke, Architect for the appellant, Marc Weiner, Senior Planner and Pam Silkwood, attorney for the appellant responded to questions and provided clarifications on issues raised during public comment.

Council discussion followed.

**Action:** Upon a motion made by Council Member Dallas, seconded by Council Member Theis, Council moved to approve the Use Permit (UP 15-261) application for the establishment of a specialty food store (All About the Chocolate) at a property located in the Carmel Commercial (CC) Zoning District, based on plans submitted December 11, 2015, and directed the appellant to bring the proposed sign design to the Planning Commission for final approval. **Approved 4:0:1** (Mayor Pro Tem Talmage abstaining).

Mayor Pro Tem Talmage returned to the dais

12. AB 1083 Second Reading of an Ordinance of the City Council of the City of Carmel-by-the-Sea amending chapters 17.64.190, 17.64.220 and 17.68.040 of the Carmel-by-the-Sea Municipal Code in accordance with state housing law.

Public Comments

None

---End Public Comments---

**Action:** Upon a motion made by Council Member Theis, seconded by Mayor Pro Tem Talmage, Council moved to waive in full a second reading and adopt an Ordinance of the City Council of the City of Carmel-by-the-Sea amending chapters 17.64.190, 17.64.220 and 17.68.040 of the Carmel-by-the-Sea Municipal Code in accordance with state housing laws. **Adopted 5:0 Ordinance 2016-002**

13. AB 1084 Second Reading of an Ordinance of the City Council of the City of Carmel-by-the-Sea amending Section 17.14.40 and adding Section 17.14.240 of the Municipal Code defining and prohibiting medical marijuana dispensaries, cultivation of marijuana and all commercial medical marijuana uses in the City.

Public Comments

Sam Rashton spoke to the issue.

---End Public Comments---

**Action:** Upon a motion made by Council Member Theis, seconded by Council Member Dallas, Council moved to waive in full the second reading and adopt an Ordinance of the City Council of the City of Carmel-by-the-Sea amending Section 17.14.40 and adding Section 17.14.240 of the Municipal Code defining and prohibiting medical marijuana dispensaries, cultivation of marijuana and all commercial medical marijuana uses in the City.  
**Adopted 5:0, Ordinance 2016-003**

## FUTURE AGENDA ITEMS

### Public Comment

Lynette Zimmerman requested a review of the signage at 2-way stop intersections in Carmel.

Jeannie McCullough requested Council not consider the portable propane fire rings.

---End Public Comment---

Interim City Administrator Mike Calhoun addressed Lynette's request.

Mayor Pro Tem Talmage supported a review of the signage at 2-way stop intersections in Carmel.

Council Member Beach requested a thorough update on the Forest Theater opening.

**ADJOURNMENT** There being no further business Mayor Burnett adjourned the meeting at approximately 7:20 P.M.

APPROVED:

ATTEST:

\_\_\_\_\_  
Jason Burnett, Mayor

\_\_\_\_\_  
Ashlee Wright, City Clerk



# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

February 2, 2016  
Consent Calendar

**TO:** Honorable Mayor and Members of the City Council  
Mike Calhoun, Interim City Administrator

**FROM:** Paul Wood, Finance Manager

**SUBJECT:** Check Register for December 2015

|                               |        |
|-------------------------------|--------|
| <b>AMOUNT OF EXPENDITURE</b>  | \$ N/A |
| <b>AMOUNT BUDGETED</b>        | \$ N/A |
| <b>APPROPRIATION REQUIRED</b> | \$ N/A |

### RECOMMENDATION

Approve Summary of Check Register

### SUMMARY

Attached is the Summary Report of Check Register for December, 2015

### PRIOR CITY COUNCIL ACTION

Approved

### ATTACHMENTS

1. Check Register for the Month of December, 2015

**APPROVED:**  Date: 1/27/2016  
Michael Calhoun, Interim City Administrator

| Check No. | Check Date | Vendor Name                       | Dist Amount | Expense Amount | Description  | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|-----------------------------------|-------------|----------------|--|--------------------------|---------------------|
| 131856    | 12/9/2015  | AILING HOUSE PEST CONTROL         | 50.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 131856    | 12/9/2015  | AILING HOUSE PEST CONTROL         | 65.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 131856    | 12/9/2015  | AILING HOUSE PEST CONTROL         | 50.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 131981    | 12/21/2015 | AILING HOUSE PEST CONTROL         | 55.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 131981    | 12/21/2015 | AILING HOUSE PEST CONTROL         | 60.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 132008    | 12/29/2015 | AILING HOUSE PEST CONTROL         | 40.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 132008    | 12/29/2015 | AILING HOUSE PEST CONTROL         | 50.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 132008    | 12/29/2015 | AILING HOUSE PEST CONTROL         | 60.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 132008    | 12/29/2015 | AILING HOUSE PEST CONTROL         | 50.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 132008    | 12/29/2015 | AILING HOUSE PEST CONTROL         | 65.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 132008    | 12/29/2015 | AILING HOUSE PEST CONTROL         | 40.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 132008    | 12/29/2015 | AILING HOUSE PEST CONTROL         | 150.00      | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 132008    | 12/29/2015 | AILING HOUSE PEST CONTROL         | 80.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
| 132008    | 12/29/2015 | AILING HOUSE PEST CONTROL         | 55.00       | 01 70050       | FY 15-16 PEST CONTROL ALL FACILITIES               |                          |                     |
|           |            | Vendor Total ----->               | 870.00      |                |  |                          |                     |
| 131982    | 12/21/2015 | AIRTEC INC                        | 192.00      | 01 70050       | CITY HALL BOILER REPAIRS ON 10/29/15               |                          |                     |
| 132009    | 12/29/2015 | AIRTEC INC                        | 1,125.81    | 01 70050       | HEATING SYSTEM FAILURE REPAIR                      |                          |                     |
|           |            | Vendor Total ----->               | 1,317.81    |                |  |                          |                     |
| 132010    | 12/29/2015 | ALHAMBRA                          | 41.28       | 01 72053       | ACCOUNT 115365551 WATER SERVICE FIRE/AMB DEPT      |                          |                     |
| 132010    | 12/29/2015 | ALHAMBRA                          | 41.27       | 07 73053       | ACCOUNT 115365551 WATER SERVICE FIRE/AMB DEPT      |                          |                     |
|           |            | Vendor Total ----->               | 82.55       |                |  |                          |                     |
| 132011    | 12/29/2015 | ALHAMBRA                          | 135.13      | 01 76045       | DRINKING WATER SERVICE-PUBLIC WORKS FY 2015-16     |                          |                     |
|           |            | Vendor Total ----->               | 135.13      |                |  |                          |                     |
| 131983    | 12/21/2015 | ALHAMBRA                          | 69.02       | 01 64053       | ACCOUNT:51286936 WATER SERVICE CITY HALL           |                          |                     |
|           |            | Vendor Total ----->               | 69.02       |                |  |                          |                     |
| 131857    | 12/9/2015  | ALHAMBRA                          | 38.78       | 01 80026       | BOTTLE WATER SERVICE FOR PD                        |                          |                     |
| 131857    | 12/9/2015  | ALHAMBRA                          | 41.20       | 01 80026       | WATER SERVICE FOR POLICE DEPT                      |                          |                     |
| 131857    | 12/9/2015  | ALHAMBRA                          | 79.90       | 01 80026       | BOTTLE WATER SERVICE FOR PD                        |                          |                     |
|           |            | Vendor Total ----->               | 159.88      |                |  |                          |                     |
| 132012    | 12/29/2015 | ALVAREZ TECHNOLOGY GROUP, INC     | 3,300.00    | 01 67053       | IT ASSESSMENT CONSULTING                           | 6,600.00                 | 6,700.00            |
|           |            | Vendor Total ----->               | 3,300.00    |                |  |                          |                     |
| 131858    | 12/9/2015  | AMERICAN SUPPLY COMPANY           | 1,026.56    | 01 70044       | PUBLIC RESTROOM SUPPLIES                           |                          |                     |
| 131858    | 12/9/2015  | AMERICAN SUPPLY COMPANY           | 1,175.11    | 01 70044       | 20 CASES JUMBO TP ROLLS-4 CASES REGULAR TP ROLLS   |                          |                     |
| 132013    | 12/29/2015 | AMERICAN SUPPLY COMPANY           | 47.63       | 01 70044       | RESTROOM SUPPLIES FOR VARIOUS MAINT FOR PW         |                          |                     |
| 132013    | 12/29/2015 | AMERICAN SUPPLY COMPANY           | 273.74      | 01 70044       | SEATCOVERS FOR VARIOUS CITY LOCATION RESTROOMS     |                          |                     |
|           |            | Vendor Total ----->               | 2,523.04    |                |  |                          |                     |
| 132014    | 12/29/2015 | AMERICAN LOCK & KEY               | 38.18       | 01 70045       | 2 929 COMMON KEYS/11 DND KEYS                      |                          |                     |
| 132014    | 12/29/2015 | AMERICAN LOCK & KEY               | 105.00      | 01 70050       | CFD PATIO DOOR REPAIR                              |                          |                     |
|           |            | Vendor Total ----->               | 143.18      |                |  |                          |                     |
| 132015    | 12/29/2015 | ANDERSON PACIFIC ENG CONTRACT INC | 7,740.85    | 13 76912       | CIP CARPENTER STREET DRAINAGE-ENGINEERING SERVICES |                          |                     |
| 132015    | 12/29/2015 | ANDERSON PACIFIC ENG CONTRACT INC | 16,205.80   | 13 76912       | INCREASE 12/28/15                                  | 171,022.80               | 180,024.00          |
|           |            | Vendor Total ----->               | 23,946.65   |                |  |                          |                     |
| 131859    | 12/9/2015  | AT&T                              | 248.82      | 01 80036       | SERVICE FOR T-1 LINES AT PD                        |                          |                     |
|           |            | Vendor Total ----->               | 248.82      |                |  |                          |                     |
| 131860    | 12/9/2015  | BAYSTAR EXPRESS                   | 325.88      | 01 64043       | 10 CASES OF COPY PAPER                             |                          |                     |
|           |            | Vendor Total ----->               | 325.88      |                |  |                          |                     |
| 131861    | 12/9/2015  | BLINK NETWORK                     | 216.00      | 01 70053       | ANNUAL BLINK NETWORK FEES SEPT 2015-SEPT 2016      |                          |                     |
|           |            | Vendor Total ----->               | 216.00      |                |  |                          |                     |
| 131862    | 12/9/2015  | BONHAM & BUTTERFIELDS             | 20,000.00   | 13 84904       | ART APPRAISAL PROJECT/ COMMENCEMENT OF VALUATION 2 |                          |                     |
|           |            | Vendor Total ----->               | 20,000.00   |                |  |                          |                     |
| 131863    | 12/9/2015  | BOOTS ROAD GROUP LLC              | 2,898.30    | 01 67053       | WEBSITE MAINT JULY 1, 2015-DEC. 31, 2015           |                          |                     |
| 131984    | 12/21/2015 | BOOTS ROAD GROUP LLC              | 2,266.00    | 01 67053       | WEBSITE MAINT JULY 1, 2015-DEC. 31, 2015           |                          |                     |
|           |            | Vendor Total ----->               | 5,164.30    |                |  |                          |                     |
| 131864    | 12/9/2015  | BOUND TREE MEDICAL LLC            | 312.08      | 07 73603       | AMBULANCE SUPPLIES:GLUCOSE STRIPS/SHEETS/BLANKETS  | 41,342.78                | 46,000.00           |
| 131864    | 12/9/2015  | BOUND TREE MEDICAL LLC            | 89.33       | 01 74054       | BLANKETS FOR PRISONERS HOUSED AT POLICE DEPT       |                          |                     |

| Check No. | Check Date | Vendor Name                      | Dist Amount | Expense Amount | Description   | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|----------------------------------|-------------|----------------|---|--------------------------|---------------------|
| 131864    | 12/9/2015  | BOUND TREE MEDICAL LLC           | 25.86       | 07 73603       | AMBULANCE SUPPLIES:GLUCOSE STRIPS/SHEETS/BLANKETS   |                          |                     |
| 132016    | 12/29/2015 | BOUND TREE MEDICAL LLC           | 783.10      | 07 73603       | AMBULANCE SUPPLIES:GLUCOSE STRIPS/SHEETS/BLANKETS   |                          |                     |
|           |            | Vendor Total ----->              | 1,210.37    |                |   |                          |                     |
| 131865    | 12/9/2015  | BRANSON, MIKE                    | 102.60      | 01 76045       | MILEAGE FOR WCISA CONF. STANFORD UNIVERSITY         |                          |                     |
|           |            | Vendor Total ----->              | 102.60      |                |   |                          |                     |
| 131979    | 12/9/2015  | BROWNSTEIN/HYATT/FARBER/SCHRECK  | 2,452.53    | 01 61051 0043  | SWRCB CEASE&DESIST ORDER, WATER RIGHTS, LEGAL       | 2,452.53                 | no stated limit     |
|           |            | Vendor Total ----->              | 2,452.53    |                |   |                          |                     |
| 131866    | 12/9/2015  | MASTERWORK BUILDERS, INC.        | 777.50      | 50 24050 2513  | REFUND BALANCE FROM DS 15-328(ALEXANDER)            |                          |                     |
|           |            | Vendor Total ----->              | 777.50      |                |   |                          |                     |
| 131867    | 12/9/2015  | BURGHARDT-DORE ADVERTISING, INC. | 620.00      | 01 85200       | DESTINATION MARKETING-WEBSITE MAINTENANCE AND       |                          |                     |
| 131867    | 12/9/2015  | BURGHARDT-DORE ADVERTISING, INC. | 160.00      | 01 85200       | DESTINATION MARKETING-WEBSITE MAINTENANCE AND       |                          |                     |
| 132017    | 12/29/2015 | BURGHARDT-DORE ADVERTISING, INC. | 3,058.00    | 01 85200       | DESTINATION MARKETING-WEBSITE MAINTENANCE AND       |                          |                     |
| 132017    | 12/29/2015 | BURGHARDT-DORE ADVERTISING, INC. | 2,400.00    | 01 85200       | DESTINATION MARKETING-WEBSITE MAINTENANCE AND       |                          |                     |
| 132017    | 12/29/2015 | BURGHARDT-DORE ADVERTISING, INC. | 660.00      | 01 85200       | DESTINATION MARKETING-WEBSITE MAINTENANCE AND       |                          |                     |
| 132017    | 12/29/2015 | BURGHARDT-DORE ADVERTISING, INC. | 1,176.48    | 01 85200       | DESTINATION MARKETING-WEBSITE MAINTENANCE AND       |                          |                     |
|           |            | Vendor Total ----->              | 8,074.48    |                |   | 42,849.71                | 120,000.00          |
| 131868    | 12/9/2015  | BURKE, WILLIAMS & SORENSEN, LLP  | 4,856.72    | 01 61051 0068  | FY 2015-16 PROF FEES/LABOR & EMPLOY. LAW SERVICES   | 108,817.38               | no stated limit     |
|           |            | Vendor Total ----->              | 4,856.72    |                |   |                          |                     |
| 132018    | 12/29/2015 | CALIFORNIA PEACE OFFICERS        | 125.00      | 01 74033       | ANNUAL MEMBERSHIP FOR CHIEF CALHOUN                 |                          |                     |
|           |            | Vendor Total ----->              | 125.00      |                |   |                          |                     |
| 132019    | 12/29/2015 | CAL-AM WATER COMPANY             | 5,753.26    | 01 80026       | FY 2015-16 WATER SERVICE-ALL CITY PROPERTY          |                          |                     |
|           |            | Vendor Total ----->              | 5,753.26    |                |   |                          |                     |
| 131985    | 12/21/2015 | CALIFORNIA FIRE PROTECTION INC   | 3,950.00    | 01 70050       | SERVICE CALL SPRINKLER REPAIR CITY HALL             |                          |                     |
|           |            | Vendor Total ----->              | 3,950.00    |                |   |                          |                     |
| 131869    | 12/9/2015  | CALTRONICS BUSINESS SYSTEMS INC  | 30.78       | 01 74053       | FY 15-16 COPIER USAGE FEE - POLICE DEPARTMENT       |                          |                     |
| 131869    | 12/9/2015  | CALTRONICS BUSINESS SYSTEMS INC  | 30.78       | 01 67042       | FY 15-16 COPIER USAGE FEE - POLICE DEPARTMENT       |                          |                     |
|           |            | Vendor Total ----->              | 61.56       |                |   |                          |                     |
| 131870    | 12/9/2015  | CALTRONICS BUSINESS SYSTEMS      | 358.03      | 01 64053       | FY 15-16 COPIER USAGE FEE CITY HALL                 |                          |                     |
| 131870    | 12/9/2015  | CALTRONICS BUSINESS SYSTEMS      | 364.66      | 01 67053       | FY 15-16 COPIER USAGE FEE CITY HALL                 |                          |                     |
| 131870    | 12/9/2015  | CALTRONICS BUSINESS SYSTEMS      | 6.63        | 01 67051       | FY 15-16 COPIER USAGE FEE CITY HALL                 |                          |                     |
|           |            | Vendor Total ----->              | 729.32      |                |   |                          |                     |
| 131871    | 12/9/2015  | CALTRONICS BUSINESS SYSTEMS      | 455.79      | 01 69051       | FY 15-16 CP&B COPIER CONT CN7032-01 MONLY USAGE     |                          |                     |
|           |            | Vendor Total ----->              | 455.79      |                |   |                          |                     |
| 131872    | 12/9/2015  | CALTRONICS BUSINESS SYSTEMS      | 130.37      | 01 69051       | PP&B KONICA COPIER CONT#CN8576-01 MONTHLY USAGE     |                          |                     |
|           |            | Vendor Total ----->              | 130.37      |                |   |                          |                     |
| 131873    | 12/9/2015  | CALIFORNIA HEALTH & WELLNESS     | 123.40      | 13 55007 0003  | AMBULANCE PAYMENT REIMBURSEMENT FOR OVERPAYMENT     |                          |                     |
|           |            | Vendor Total ----->              | 123.40      |                |   |                          |                     |
| 131874    | 12/9/2015  | CAMINO REAL SHELTERING OAK LLC   | 692.50      | 50 24050 2511  | REFUND BALANCE OF VOLUME DEPOSIT                    |                          |                     |
|           |            | Vendor Total ----->              | 692.50      |                |   |                          |                     |
| 131875    | 12/9/2015  | CARMEL PINE CONE                 | 228.75      | 01 69034       | PC #1108 DECLARATION OF PUBLICATION                 |                          |                     |
| 131875    | 12/9/2015  | CARMEL PINE CONE                 | 528.00      | 01 82055       | HEMOCRAFTERS MARKETPLACE AD - INVOICE 1547MIND003 1 |                          |                     |
| 131875    | 12/9/2015  | CARMEL PINE CONE                 | 528.00      | 01 82055       | HEMOCRAFTERS MARKETPLACE AD/ INVOICE 1546MIND003 11 |                          |                     |
| 132020    | 12/29/2015 | CARMEL PINE CONE                 | 266.25      | 01 69034       | PC#831 PUBLIC NOTICE                                |                          |                     |
| 132020    | 12/29/2015 | CARMEL PINE CONE                 | 172.50      | 01 69034       | PC #1205  |                          |                     |
| 132020    | 12/29/2015 | CARMEL PINE CONE                 | 364.00      | 01 82055       | TREE LIGHTING CEREMONY AD/ INVOICE 1549MIND016      |                          |                     |
|           |            | Vendor Total ----->              | 2,087.50    |                |   |                          |                     |
| 131986    | 12/21/2015 | CARMEL CHAMBER COMMERCE          | 53,914.00   | 01 20270       | JUL-AUG 2015 HID REMITTANCE                         |                          |                     |
| 131986    | 12/21/2015 | CARMEL CHAMBER COMMERCE          | 43,874.00   | 01 20270       | SEP-OCT 2015 HID REMITTANCE                         |                          |                     |
| 131986    | 12/21/2015 | CARMEL CHAMBER COMMERCE          | (539.14)    | 01 36351 0002  | JUL-AUG 2015 HID REMITTANCE                         |                          |                     |
| 131986    | 12/21/2015 | CARMEL CHAMBER COMMERCE          | (438.74)    | 01 36351 0002  | SEP-OCT 2015 HID REMITTANCE                         |                          |                     |
|           |            | Vendor Total ----->              | 96,810.12   |                |   |                          |                     |
| 131876    | 12/9/2015  | CARMEL GARAGE                    | 399.64      | 01 76049       | CARMEL FIRE AMBULANCE 2010 FORD F-450 LIC#1344777   |                          |                     |
| 131876    | 12/9/2015  | CARMEL GARAGE                    | 3,701.25    | 01 76049       | REPAIRS TO AMBULANCE2010 FORD F450 LIC#1344777      |                          |                     |
|           |            | Vendor Total ----->              | 4,100.89    |                |   |                          |                     |
| 131877    | 12/9/2015  | CARMEL TOWING & GARAGE           | 31.00       | 01 76046       | SEPTEMBER FUEL CPD#51                               |                          |                     |

| Check No. | Check Date | Vendor Name                     | Dist Amount | Expense Amount | Description  | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|---------------------------------|-------------|----------------|--|--------------------------|---------------------|
| 132021    | 12/29/2015 | CARMEL TOWING & GARAGE          | 73.45       | 01 76046       | OCTOBER FUEL FOR POLICE CAR UNIT                   |                          |                     |
|           |            | Vendor Total ----->             | 104.45      |                |  |                          |                     |
| 132022    | 12/29/2015 | CARMEL OFFICE SUPPLY            | 23.46       | 01 69039       | INVOICE # 36004                                    |                          |                     |
|           |            | Vendor Total ----->             | 23.46       |                |  |                          |                     |
| 131878    | 12/9/2015  | COASTWALK INC - CCTA            | 300.00      | 01 60033       | MEMBERSHIP FEES                                    |                          |                     |
|           |            | Vendor Total ----->             | 300.00      |                |  |                          |                     |
| 131879    | 12/9/2015  | CEMEX                           | 111.85      | 01 76045       | FY 15/16 SAND FOR BAGS TO PREPARE FOR WINTER QUOTE |                          |                     |
| 131879    | 12/9/2015  | CEMEX                           | 117.32      | 01 76045       | FY 15/16 SAND FOR BAGS TO PREPARE FOR WINTER QUOTE |                          |                     |
|           |            | Vendor Total ----->             | 229.17      |                |  |                          |                     |
| 131880    | 12/9/2015  | CENTRAL ELECTRIC COMPANY        | 816.96      | 13 78918       | FY 15/16 "QUOTE" CENTRAL ELECTRIC COMPANY-FORESTRY |                          |                     |
|           |            | Vendor Total ----->             | 816.96      |                |  |                          |                     |
| 132023    | 12/29/2015 | CHRISTOPHER DINNER HEATING,INC. | 270.00      | 13 70903       | REMOVE FURNACE 3 LABOR HOURS                       |                          |                     |
|           |            | Vendor Total ----->             | 270.00      |                |  |                          |                     |
| 132024    | 12/29/2015 | CITY OF MONTEREY                | 8,620.70    | 01 76049       | FY 15/16 VEHICLE REPAIRS PARTS AND LABOR           |                          |                     |
| 132024    | 12/29/2015 | CITY OF MONTEREY                | 354.35      | 01 74053       | PRVNT QUARTERLY BILLING FOR OFFICE SUPPLIES        |                          |                     |
| 132024    | 12/29/2015 | CITY OF MONTEREY                | 162,372.33  | 01 72053 0006  | MONTHLY SERVICE FEES TO PROVIDE INTERIM FIRE ADMIN |                          |                     |
| 132024    | 12/29/2015 | CITY OF MONTEREY                | 7,214.61    | 07 73053 0006  | JULY 2015 AGRMT TO PROVIDE INTERIM AMB/ADMINS SVCS |                          |                     |
|           |            | Vendor Total ----->             | 178,561.99  |                |  |                          |                     |
| 131881    | 12/9/2015  | COASTAL TPA, INC                | 303.00      | 01 80017       | SELF-INSURED DENTAL/VISION EMPLOYEE PRGM COASTAL   |                          |                     |
| 131881    | 12/9/2015  | COASTAL TPA, INC                | 834.00      | 01 80017       | SELF-INSURED DENTAL/VISION EMPLOYEE PRGM COASTAL   |                          |                     |
| 131881    | 12/9/2015  | COASTAL TPA, INC                | 646.40      | 01 80017       | SELF-INSURED DENTAL/VISION EMPLOYEE PRGM COASTAL   |                          |                     |
| 132025    | 12/29/2015 | COASTAL TPA, INC                | 2,852.39    | 01 80017       | SELF-INSURED DENTAL/VISION EMPLOYEE PRGM COASTAL   |                          |                     |
| 132025    | 12/29/2015 | COASTAL TPA, INC                | 2,102.50    | 01 80017       | SELF-INSURED DENTAL/VISION EMPLOYEE PRGM COASTAL   |                          |                     |
| 132025    | 12/29/2015 | COASTAL TPA, INC                | 981.46      | 01 80017       | SELF-INSURED DENTAL/VISION EMPLOYEE PRGM COASTAL   |                          |                     |
|           |            | Vendor Total ----->             | 7,719.75    |                |  |                          |                     |
| 131882    | 12/9/2015  | COMMUNITY HOSPITAL OF THE       | 928.62      | 07 73603       | PHARMACY SUPPLIES FOR AMBULANCE                    |                          |                     |
| 131882    | 12/9/2015  | COMMUNITY HOSPITAL OF THE       | 20.00       | 01 74053       | BLOOD DRAW FOR MONTH OF SEPTEMBER 2015             |                          |                     |
| 131882    | 12/9/2015  | COMMUNITY HOSPITAL OF THE       | 20.00       | 01 74053       | MONTHLY BLOOD DRAW FOR MONTH OF OCTOBER 2015       |                          |                     |
|           |            | Vendor Total ----->             | 968.62      |                |  |                          |                     |
| 131883    | 12/9/2015  | COMCAST                         | 109.98      | 01 67053       | HIGH SPEED INTERNET AND CABLE TV FOR PD            |                          |                     |
|           |            | Vendor Total ----->             | 109.98      |                |  |                          |                     |
| 131884    | 12/9/2015  | COMCAST                         | 74.19       | 01 67053       | FY 2015-16 MONTHLY FEE FOR INTERNET/CABLE SERVICE  |                          |                     |
| 132026    | 12/29/2015 | COMCAST                         | 83.17       | 01 67053       | FY 2015-16 MONTHLY FEE FOR INTERNET/CABLE SERVICE  |                          |                     |
|           |            | Vendor Total ----->             | 157.36      |                |  |                          |                     |
| 131885    | 12/9/2015  | COPIES BY-THE-SEA               | 141.11      | 01 78039       | LAMINATE/NEW COMMISSIONER DOC/MISSION TRI ASSESMEN |                          |                     |
| 131885    | 12/9/2015  | COPIES BY-THE-SEA               | 382.64      | 01 69039       | OCTOBER 2015 PC MEETING                            |                          |                     |
| 132027    | 12/29/2015 | COPIES BY-THE-SEA               | 408.26      | 01 69039       | PC NOVEMBER PACKETS                                |                          |                     |
|           |            | Vendor Total ----->             | 932.01      |                |  |                          |                     |
| 132028    | 12/29/2015 | CORBIN WILLITS SYSTEM           | 720.79      | 01 67053       | FY 2015-16 MIMM SOFTWARE-MONTHLY MANAGED SERVICE   | 4,519.74                 | 8,649.48            |
|           |            | Vendor Total ----->             | 720.79      |                |  |                          |                     |
| 131886    | 12/9/2015  | CORE MANAGEMENT SERVICES,LLC    | 3,940.00    | 01 70053       | FY 15-16 ASSIST CITY IN SELECTION OF JANITORIAL CO | 3,940.00                 | 5,440.00            |
|           |            | Vendor Total ----->             | 3,940.00    |                |  |                          |                     |
| 131887    | 12/9/2015  | GEORGE COVELL                   | 2,118.00    | 01 76049       | REBUILD AND RESTORE 1932 LUVERNE FIRE ENGINE-      | 2,118.00                 | 2,118.00            |
|           |            | Vendor Total ----->             | 2,118.00    |                |  |                          |                     |
| 132029    | 12/29/2015 | CRITICAL REACH, INC.            | 285.00      | 01 74053       | ANNUAL FEE FOR 2016 FOR INFO BULLETINS             |                          |                     |
|           |            | Vendor Total ----->             | 285.00      |                |  |                          |                     |
| 132030    | 12/29/2015 | CSAC EXCESS INS AUTHORITY       | 606.90      | 01 80425       | EMPLOYEE ASSISTANCE PROGRAM QUARTERLY FY15/16      |                          |                     |
|           |            | Vendor Total ----->             | 606.90      |                |  |                          |                     |
| 131888    | 12/9/2015  | CSG CONSULTANT,INC.             | 1,400.00    | 01 69051       | PLANNING STAFFING:CODE ENFORCEMENT OFFICER         |                          |                     |
| 132031    | 12/29/2015 | CSG CONSULTANT,INC.             | 9,722.50    | 01 69051       | FY 15-16 PERMIT TECH/BUILDING INSPECTOR INCREASE   |                          |                     |
| 132031    | 12/29/2015 | CSG CONSULTANT,INC.             | 3,007.50    | 01 69051       | PBD STAFFING:PERMIT TECHNICIAN-PLANNING TECHNICIAN |                          |                     |
| 132031    | 12/29/2015 | CSG CONSULTANT,INC.             | 2,402.50    | 01 69051       | FY 15-16 PERMIT TECH/BUILDING INSPECTOR INCREASE   | 74,145.00                | 98,000.00           |
|           |            | Vendor Total ----->             | 16,532.50   |                |  |                          |                     |
| 132032    | 12/29/2015 | DAVID SANDYS CPA,CLPF           | 200.00      | 01 63053       | CITY TREASURER SERVICES FY15-16                    | 1,200.00                 | 2,400.00            |
|           |            | Vendor Total ----->             | 200.00      |                |  |                          |                     |

| Check No. | Check Date | Vendor Name   | Dist Amount | Expense Amount | Description  | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|---|-------------|----------------|--|--------------------------|---------------------|
| 132033    | 12/29/2015 | DAVID SHONMAN COASTAL BIOLOGIST<br>Vendor Total ----->        | 1,940.00    | 13 78907       | SHORELINE ASSESSMENT AMEND I:SCENIC ROADWAY        | 16,130.00                | 40,000.00           |
| 132034    | 12/29/2015 | DE LAGE LANDEN FINANCIAL SERVICES<br>Vendor Total ----->      | 1,940.00    |                | CONTRACT 25181881 COPIER LEASE AMBULANCE           |                          |                     |
| 132034    | 12/29/2015 | DE LAGE LANDEN FINANCIAL SERVICES<br>Vendor Total ----->      | 44.08       | 01 72053       | CONTRACT 25181881 COPIER LEASE AMBULANCE           |                          |                     |
| 131889    | 12/9/2015  | DELL MARKETING L.P.<br>Vendor Total ----->                    | 43.91       | 07 73053       | CONTRACT 25181881 COPIER LEASE AMBULANCE           |                          |                     |
| 131889    | 12/9/2015  | DELL MARKETING L.P.<br>Vendor Total ----->                    | 87.99       |                | EOC COMPUTERS/EQUIP MONITORS & COMPUTERS           |                          |                     |
| 131987    | 12/21/2015 | DE LAGE LANDEN FINANCIAL SERVICES INC<br>Vendor Total ----->  | 1,879.44    | 01 72601       |  |                          |                     |
| 131987    | 12/21/2015 | DE LAGE LANDEN FINANCIAL SERVICES INC<br>Vendor Total ----->  | 1,879.44    |                | FY15-16 COPIER LEASE CONTRACT #25181534 CITY HALL  |                          |                     |
| 132035    | 12/29/2015 | DE LAGE LANDEN FINANCIAL SERVICES INC<br>Vendor Total ----->  | 394.94      | 01 67053       | FY15-16 COPIER LEASE CONTRACT #25181534 CITY HALL  |                          |                     |
| 132035    | 12/29/2015 | DE LAGE LANDEN FINANCIAL SERVICES INC<br>Vendor Total ----->  | 8.06        | 01 67032       | FY15-16 COPIER LEASE CONTRACT #25181534 CITY HALL  |                          |                     |
| 132035    | 12/29/2015 | DE LAGE LANDEN FINANCIAL SERVICES INC<br>Vendor Total ----->  | 403.00      |                | FY 15-16 COPIER LEASE CONTRACT #25214539 PD        |                          |                     |
| 131988    | 12/21/2015 | DE LAGE LANDEN FINANCIAL SERVICES INC<br>Vendor Total ----->  | 98.95       | 01 74053       |  |                          |                     |
| 131988    | 12/21/2015 | DE LAGE LANDEN FINANCIAL SERVICES INC<br>Vendor Total ----->  | 98.95       |                | JULY 2015 AGREEMENT FOR COPY MACHINE SERVICES      |                          |                     |
| 131890    | 12/9/2015  | DE LAGE LANDEN FINANCIAL SERVICES<br>Vendor Total ----->      | 156.42      | 01 67053       |  |                          |                     |
| 131890    | 12/9/2015  | DE LAGE LANDEN FINANCIAL SERVICES<br>Vendor Total ----->      | 156.42      |                | FY 15-16 PBD COPIER LEASE CONTRACT#25337174        |                          |                     |
| 132036    | 12/29/2015 | DE LAGE LANDEN FINANCIAL SERVICES<br>Vendor Total ----->      | 194.93      | 01 69053       | FY 15-16 PBD COPIER LEASE CONTRACT#25337174        |                          |                     |
| 132036    | 12/29/2015 | DE LAGE LANDEN FINANCIAL SERVICES<br>Vendor Total ----->      | 6.03        | 01 67032       | FY 15-16 PBD COPIER LEASE CONTRACT#25337174        |                          |                     |
| 132036    | 12/29/2015 | DE LAGE LANDEN FINANCIAL SERVICES<br>Vendor Total ----->      | 204.68      | 01 69053       | FY 15-16 PBD COPIER LEASE CONTRACT#25337174        |                          |                     |
| 132036    | 12/29/2015 | DE LAGE LANDEN FINANCIAL SERVICES<br>Vendor Total ----->      | 6.33        | 01 67032       | FY 15-16 PBD COPIER LEASE CONTRACT#25337174        |                          |                     |
| 132037    | 12/29/2015 | DEPARTMENT OF JUSTICE<br>Vendor Total ----->                  | 411.97      |                | PUBLIC LIVESCAN FINGERPRINTING FOR MONTH OF        |                          |                     |
| 131891    | 12/9/2015  | DOCTORS ON DUTY MEDICAL CLINICS<br>Vendor Total ----->        | 322.00      | 50 24050 0534  |  |                          |                     |
| 131891    | 12/9/2015  | DOCTORS ON DUTY MEDICAL CLINICS<br>Vendor Total ----->        | 322.00      |                | PRE EMPLOYMENT MEDICAL SCREENING                   |                          |                     |
| 131892    | 12/9/2015  | DROUGHT RESISTANT NURSERY<br>Vendor Total ----->              | 50.00       | 01 67110       |  |                          |                     |
| 131892    | 12/9/2015  | DROUGHT RESISTANT NURSERY<br>Vendor Total ----->              | 50.00       |                | FY 15-16 PLANTS ALL CITY PUBLIC PROPERTIES         |                          |                     |
| 132038    | 12/29/2015 | DROUGHT RESISTANT NURSERY<br>Vendor Total ----->              | 27.82       | 01 78045       | FY 15-16 PLANTS ALL CITY PUBLIC PROPERTIES         |                          |                     |
| 132038    | 12/29/2015 | DROUGHT RESISTANT NURSERY<br>Vendor Total ----->              | 234.52      | 01 78045       | FY 15-16 PLANTS ALL CITY PUBLIC PROPERTIES         |                          |                     |
| 131989    | 12/21/2015 | EASTON GEOLOGY<br>Vendor Total ----->                         | 45.09       | 01 78045       | FY 15-16 PLANTS ALL CITY PUBLIC PROPERTIES         |                          |                     |
| 131989    | 12/21/2015 | EASTON GEOLOGY<br>Vendor Total ----->                         | 307.43      |                | GEOLOGIC EVALUATION OF SHORELINE FACILITIES AND    |                          |                     |
| 131893    | 12/9/2015  | ECO CARMEL<br>Vendor Total ----->                             | 400.00      | 13 78907       |  | 400.00                   | 13,000.00           |
| 131990    | 12/21/2015 | EDGES ELECTRICAL GROUP<br>Vendor Total ----->                 | 29.33       | 01 82055       | CITY BIRTHDAY PAPER BOWLS FOR CHILI. OCT 28, 2015  |                          |                     |
| 132039    | 12/29/2015 | ENGINEERED FIRE SYSTEMS INC<br>Vendor Total ----->            | 179.88      | 01 70045       | LIGHTR BULBS FOR VARIOUS CITY FACILITIES           |                          |                     |
| 131894    | 12/9/2015  | AL FASULO FASULO INVESTIGATIONS<br>Vendor Total ----->        | 179.88      |                | FY 15-16 FIRE SPRINKLER PLAN REVIEWS               |                          |                     |
| 131894    | 12/9/2015  | AL FASULO FASULO INVESTIGATIONS<br>Vendor Total ----->        | 550.00      | 01 69051       | AGREE TO PROVIDE CONTRACT CODE COMPLIANCE SERVICES |                          |                     |
| 132040    | 12/29/2015 | AL FASULO FASULO INVESTIGATIONS<br>Vendor Total ----->        | 2,255.00    | 01 69051       | AGREE TO PROVIDE CONTRACT CODE COMPLIANCE SERVICES |                          |                     |
| 132041    | 12/29/2015 | FIRST ALARM SECURITY & PATROL<br>Vendor Total ----->          | 3,300.00    | 01 69051       | AGREE TO PROVIDE CONTRACT CODE COMPLIANCE SERVICES |                          |                     |
| 131991    | 12/21/2015 | FIRST AMERICAN TILE COMPANY SANTA CRUZ<br>Vendor Total -----> | 4,015.00    | 01 69051       | AGREE TO PROVIDE CONTRACT CODE COMPLIANCE SERVICES | 58,770.75                | 79,200.00           |
| 131895    | 12/9/2015  | FLINT TRADING, INC.<br>Vendor Total ----->                    | 9,570.00    | 01 74053       | FIRST ALARM BEACH PATROL FOR FISCAL YEAR           |                          |                     |
| 131896    | 12/9/2015  | ABIGAIL FREED<br>Vendor Total ----->                          | 2,470.00    | 01 74053       | CONDITION OF TITLE ON RESIDENTIAL PROPERTY         | 20,320.50                | 30,000.00           |
| 131897    | 12/9/2015  | GOLDEN STATE PORTABLES<br>Vendor Total ----->                 | 2,470.00    | 01 76050       | THERMOPLASTIC FOR STREET PAVING PROJECT            |                          |                     |
| 131898    | 12/9/2015  | GRANITE ROCK COMPANY<br>Vendor Total ----->                   | 395.00      | 13 76901       | AMBULANCE REFUND FOR OVERPAYMENT                   |                          |                     |
| 131898    | 12/9/2015  | GRANITE ROCK COMPANY<br>Vendor Total ----->                   | 395.00      |                | FY 15-16 PORTABLE RESTROOM SERVICE FOR CITY EVENTS | 6,037.46                 | 23,200.00           |
| 131992    | 12/21/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 3,333.67    |                | QUOTE FOR 3 YARDS OF CONCRETE FOR RETAINING WALL   |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 3,333.67    |                | QUOTE FOR COLDMIX ASPHALT                          |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 93.48       | 13 55007 0003  | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 93.48       |                | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 93.48       |                | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 753.05      | 01 82055       | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 753.05      |                | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 919.06      | 01 76045       | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 522.21      | 01 76045       | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 1,441.27    |                | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 1,500.00    | 50 24050 0804  | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 521.90      | 50 24050 0804  | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |
| 132042    | 12/29/2015 | GRANICUS, INC.<br>Vendor Total ----->                         | 2,021.90    |                | FY 15-16 GRANICUS SOFTWARE AND MANAGED SERVICE     |                          |                     |

| Check No. | Check Date | Vendor Name                         | Dist Amount | Expense Amount | Description                                       | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|-------------------------------------|-------------|----------------|---|--------------------------|---------------------|
| 131993    | 12/21/2015 | GREEN VALLEY LANDSCAPE INC.         | 4,495.00    | 01 78053       | FY 15-16 ROUTINE MO. MAINTENANCE & LANDSCAPE SVCS | 23,010.15                | 55,235.00           |
|           |            | Vendor Total ----->                 | 4,495.00    |                |   |                          |                     |
| 131899    | 12/9/2015  | GRIGGS NURSERY                      | 86.01       | 50 24050 0631  | FLOWERS FOR 1ST MURPHY HOUSE                      |                          |                     |
|           |            | Vendor Total ----->                 | 86.01       |                |   |                          |                     |
| 131900    | 12/9/2015  | HARDEE INVESTIGATIONS               | 550.00      | 01 67110       | PRE EMPLOYMENT POLYGRAPH FOR POLICE OFFICER       |                          |                     |
|           |            | Vendor Total ----->                 | 550.00      |                |   |                          |                     |
| 131994    | 12/21/2015 | HINDERLITER, DE LLAMAS              | 2,507.85    | 01 67400       | CONTRACT-AUDIT SERVICES SALES/TRANS 2015 QTR 2    |                          |                     |
|           |            | Vendor Total ----->                 | 2,507.85    |                |   |                          |                     |
| 131901    | 12/9/2015  | HF&H CONSULTANTS, LLC               | 252.50      | 01 76050       | PROF SERVICES-NEGOTIATE TRASH SERVICE FRANCHISE   |                          |                     |
|           |            | Vendor Total ----->                 | 252.50      |                |   |                          |                     |
| 131902    | 12/9/2015  | HODGES RENT ALL, INC.               | 1,086.00    | 01 82055       | CITY BIRTHDAY PARTY TABLE AND CHAIRS              |                          |                     |
|           |            | Vendor Total ----->                 | 1,086.00    |                |   |                          |                     |
| 131995    | 12/21/2015 | APPLIED REAL ESTATE INSPECTIONS     | 1,200.00    | 13 84903       | PROJECT-HARRISON MEMORIAL LIBRARY MOLD INSPECTION |                          |                     |
|           |            | Vendor Total ----->                 | 1,200.00    |                |   |                          |                     |
| 131903    | 12/9/2015  | IAFCI                               | 75.00       | 01 74033       | 2016 MEMBERSHIP FOR DETECTIVE JEFF WATKINS        |                          |                     |
|           |            | Vendor Total ----->                 | 75.00       |                |   |                          |                     |
| 131904    | 12/9/2015  | INTELLIGENT PRODUCT INCORPORATED    | 5,520.00    | 01 76045       | QUOTE FOR MUTT MITTS 2000 PER CONTAINER           |                          |                     |
|           |            | Vendor Total ----->                 | 5,520.00    |                |   |                          |                     |
| 131905    | 12/9/2015  | IVERSON TREE SERVICE                | 400.00      | 01 78050       | REMOVE HANGING LIMB LINCOLN & 5TH                 |                          |                     |
|           |            | Vendor Total ----->                 | 400.00      |                |   |                          |                     |
| 131906    | 12/9/2015  | JC MACIAS INC.                      | 456.00      | 01 76050       | CLEANED UP POISON OK AND GRASS FROM MISSION TRAIL |                          |                     |
|           |            | Vendor Total ----->                 | 456.00      |                |   |                          |                     |
| 131907    | 12/9/2015  | DAVID JEDINAK                       | 54.00       | 07 73030       | REIMBURSEMENT TO PARAMEDIC DAVE JEDINAK FOR       |                          |                     |
|           |            | Vendor Total ----->                 | 54.00       |                |   |                          |                     |
| 131907    | 12/9/2015  | DAVID JEDINAK                       | 41.72       | 07 73049       | REIMBURSEMENT TO PARAMEDIC DAVE JEDINAK FOR       |                          |                     |
|           |            | Vendor Total ----->                 | 41.72       |                |   |                          |                     |
| 132043    | 12/29/2015 | JONI JANEKI & ASSOCIATES INC        | 95.72       | 13 78918       | CIP-CONCEPTUAL DESIGN OF OCEAN AVE STREETScape    |                          |                     |
|           |            | Vendor Total ----->                 | 95.72       |                |   |                          |                     |
| 131908    | 12/9/2015  | JT CONCRETE PUMPING SERVICE         | 2,284.48    | 01 76050       | QUOTE FOR CONCRET PUMPING @ SCENIC & 12TH         |                          |                     |
|           |            | Vendor Total ----->                 | 2,284.48    |                |   |                          |                     |
| 131909    | 12/9/2015  | KAISER                              | 350.00      | 13 55007 0003  | REIMBURSEMENT FOR AMBULANCE OVERPAYMENT           |                          |                     |
|           |            | Vendor Total ----->                 | 350.00      |                |   |                          |                     |
| 131910    | 12/9/2015  | STEEFAM KARAPETKOV                  | 2,925.58    | 50 24050 2499  | REFUND VOLUME STUDY BALANCE                       |                          |                     |
|           |            | Vendor Total ----->                 | 2,925.58    |                |   |                          |                     |
| 131911    | 12/9/2015  | KELLY PRODUCTIONS                   | 883.75      | 01 82055       | TREE LIGHTING - SANTA VERN - INV 59659 12/7/15JB  |                          |                     |
|           |            | Vendor Total ----->                 | 883.75      |                |   |                          |                     |
| 132044    | 12/29/2015 | KENNEDY, ARCHER & GIFFEN            | 400.00      | 01 61051       | FY 15-16 PROF FEES-GENERAL FILE CITY OF CARMEL    |                          |                     |
|           |            | Vendor Total ----->                 | 400.00      |                |   |                          |                     |
| 132044    | 12/29/2015 | KENNEDY, ARCHER & GIFFEN            | 807.50      | 01 61051       | FY 15-16 PROF FEES-GENERAL FILE CITY OF CARMEL    |                          |                     |
|           |            | Vendor Total ----->                 | 807.50      |                |   |                          |                     |
| 131912    | 12/9/2015  | KNAPP HARDWARE                      | 117.50      | 01 70045       | PARTS FOR FIRE TRUCK LAVERNE                      |                          |                     |
|           |            | Vendor Total ----->                 | 117.50      |                |   |                          |                     |
| 131912    | 12/9/2015  | KNAPP HARDWARE                      | 925.00      | 01 72047       | FY 15-16 MISC SUPPLIES FOR PUBLIC WORKS/FAC MAINT |                          |                     |
|           |            | Vendor Total ----->                 | 925.00      |                |   |                          |                     |
| 131912    | 12/9/2015  | KNAPP HARDWARE                      | 62.69       | 01 76045       | FY 15-16 MISC SUPPLIES FOR PUBLIC WORKS/FAC MAINT |                          |                     |
|           |            | Vendor Total ----->                 | 62.69       |                |   |                          |                     |
| 131912    | 12/9/2015  | KNAPP HARDWARE                      | 14.65       | 01 76045       | FY 15-16 MISC SUPPLIES FOR PUBLIC WORKS/FAC MAINT |                          |                     |
|           |            | Vendor Total ----->                 | 14.65       |                |   |                          |                     |
| 131912    | 12/9/2015  | KNAPP HARDWARE                      | 62.69       | 01 70045       | FY 15-16 MISC SUPPLIES FOR PUBLIC WORKS/FAC MAINT |                          |                     |
|           |            | Vendor Total ----->                 | 62.69       |                |   |                          |                     |
| 131996    | 12/21/2015 | KNAPP HARDWARE                      | 14.65       | 01 70045       | FY 15-16 MISC SUPPLIES FOR PUBLIC WORKS/FAC MAINT |                          |                     |
|           |            | Vendor Total ----->                 | 14.65       |                |   |                          |                     |
| 131913    | 12/9/2015  | L-3 COMMUNICATIONS                  | 3.56        | 01 72047       | PARTS FOR FIRE TRUCK LAVERNE                      |                          |                     |
|           |            | Vendor Total ----->                 | 3.56        |                |   |                          |                     |
| 131913    | 12/9/2015  | L-3 COMMUNICATIONS                  | 158.24      | 40 74803       | IN CAR VIDEO SYSTEM FOR NEW PATROL CAR            |                          |                     |
|           |            | Vendor Total ----->                 | 158.24      |                |   |                          |                     |
| 132045    | 12/29/2015 | L.C. ACTION POLICE SUPPLY           | 5,342.76    | 40 74803       | AR15 RIFLE FOR NEW PATROL VEHICLE                 |                          |                     |
|           |            | Vendor Total ----->                 | 5,342.76    |                |   |                          |                     |
| 131914    | 12/9/2015  | LEAGUE OF CA CITIES                 | 1,880.31    | 40 74803       | 2016 LOCAL STREETS AND ROADS NEEDS ASSESSMENT     |                          |                     |
|           |            | Vendor Total ----->                 | 1,880.31    |                |   |                          |                     |
| 131915    | 12/9/2015  | LEGACY ROOFING & WATERPROOFING INC. | 150.00      | 01 60033       | SUNSET CTR-ROOF REPL BACH BLDG/REPAIR MAIN BLDG   |                          |                     |
|           |            | Vendor Total ----->                 | 150.00      |                |   |                          |                     |
| 131915    | 12/9/2015  | LEGACY ROOFING & WATERPROOFING INC. | 50,578.57   | 13 70906       | SUNSET CTR-ROOF REPL BACH BLDG/REPAIR MAIN BLDG   | 50,578.57                | 93,338.00           |
|           |            | Vendor Total ----->                 | 50,578.57   |                |   |                          |                     |
| 131916    | 12/9/2015  | LEWIS A. LEADER                     | 1,225.00    | 01 64051       | FY 2015-16 PUBLIC INFORMATION OFFICER SERVICES:   |                          |                     |
|           |            | Vendor Total ----->                 | 1,225.00    |                |   |                          |                     |
| 132046    | 12/29/2015 | LEWIS A. LEADER                     | 1,225.00    | 01 64051       | FY 2015-16 PUBLIC INFORMATION OFFICER SERVICES:   | 21,013.88                | 38,980.00           |
|           |            | Vendor Total ----->                 | 1,225.00    |                |   |                          |                     |

| Check No. | Check Date | Vendor Name                       | Dist Amount | Expense Amount | Description                                     | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|-----------------------------------|-------------|----------------|---|--------------------------|---------------------|
| 131917    | 12/9/2015  | LEXIPOL LLC                       | 4,450.00    | 01 74053       | DAILY SUBSCRIPTION SERVICE FOR FY 15/16         |                          |                     |
|           |            | Vendor Total ----->               | 4,450.00    |                |   |                          |                     |
| 131918    | 12/9/2015  | RACHELLE D. LIGHTFOOT             | 1,000.00    | 01 74030       | REIMBURSE FOR TUITION FY 15-16                  |                          |                     |
|           |            | Vendor Total ----->               | 1,000.00    |                |   |                          |                     |
| 131919    | 12/9/2015  | UIU OF NA                         | 440.13      | 01 67021       | EMPLOYEE & CITY CONTRIBUTIONS FOR LUINA PENSION |                          |                     |
| 131919    | 12/9/2015  | UIU OF NA                         | 520.00      | 01 69021       | EMPLOYEE & CITY CONTRIBUTIONS FOR LUINA PENSION |                          |                     |
| 131919    | 12/9/2015  | UIU OF NA                         | 1,360.05    | 01 76021       | EMPLOYEE & CITY CONTRIBUTIONS FOR LUINA PENSION |                          |                     |
| 131919    | 12/9/2015  | UIU OF NA                         | 220.12      | 01 78021       | EMPLOYEE & CITY CONTRIBUTIONS FOR LUINA PENSION |                          |                     |
| 131919    | 12/9/2015  | UIU OF NA                         | 220.01      | 01 82021       | EMPLOYEE & CITY CONTRIBUTIONS FOR LUINA PENSION |                          |                     |
| 131919    | 12/9/2015  | UIU OF NA                         | 1,307.16    | 01 84021       | EMPLOYEE & CITY CONTRIBUTIONS FOR LUINA PENSION |                          |                     |
| 131919    | 12/9/2015  | UIU OF NA                         | 2,881.41    | 01 21285       | EMPLOYEE & CITY CONTRIBUTIONS FOR LUINA PENSION |                          |                     |
|           |            | Vendor Total ----->               | 6,948.88    |                |   |                          |                     |
| 131920    | 12/9/2015  | SCOTT LONERGAN                    | 216.25      | 01 36276 0010  | REFUND FOR HRB APPEAL                           |                          |                     |
|           |            | Vendor Total ----->               | 216.25      |                |   |                          |                     |
| 132047    | 12/29/2015 | UP POLICE                         | 25.00       | 01 74053       | NOVEMBER 2015 WEBSITE USAGE                     |                          |                     |
|           |            | Vendor Total ----->               | 25.00       |                |   |                          |                     |
| 131921    | 12/9/2015  | M.J.MURPHY                        | 398.87      | 13 78918       | SHORELINE REPAIRS 10 4X4X12 PT S4S @ 36.72 EACH |                          |                     |
| 132048    | 12/29/2015 | M.J.MURPHY                        | 64.57       | 13 78918       | SCENIC LANDSCAPE BARRIER REPAIR                 |                          |                     |
|           |            | Vendor Total ----->               | 463.44      |                |   |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 650.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 900.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 225.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 375.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 900.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 150.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 325.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 400.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 100.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 650.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 200.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 125.00      | 01 67051       | FY 15-16 INCREASE IT AND TECH SUPPORT SERVICES  |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 193.90      | 01 72601       | FY 15-16 EOC RELATED IT CHARGES                 |                          |                     |
| 131922    | 12/9/2015  | MARTECH INC                       | 31.10       | 01 74053       | FY 15-16 EOC RELATED IT CHARGES                 |                          |                     |
| 132049    | 12/29/2015 | MARTECH INC                       | 344.70      | 01 72601       | FY 15-16 EOC RELATED IT CHARGES                 |                          |                     |
| 132049    | 12/29/2015 | MARTECH INC                       | 86.18       | 01 72601       | FY 15-16 EOC RELATED IT CHARGES                 |                          |                     |
| 132049    | 12/29/2015 | MARTECH INC                       | 55.30       | 01 74053       | FY 15-16 EOC RELATED IT CHARGES                 |                          |                     |
| 132049    | 12/29/2015 | MARTECH INC                       | 13.82       | 01 74053       | FY 15-16 EOC RELATED IT CHARGES                 |                          |                     |
|           |            | Vendor Total ----->               | 5,725.00    |                |   | 271,001.10               | 285,000.00          |
| 131923    | 12/9/2015  | MARTIN'S IRRIGATION               | 71.45       | 50 24050 0631  | RAINBIRD WIRELESS RAIN SENSOR 1ST MURPHY        |                          |                     |
|           |            | Vendor Total ----->               | 71.45       |                |   |                          |                     |
| 131924    | 12/9/2015  | MARINA BACKFLOW COMPANY           | 55.00       | 01 78050       | TESTS ON BACKFLOW DEVICE                        |                          |                     |
|           |            | Vendor Total ----->               | 55.00       |                |   |                          |                     |
| 131925    | 12/9/2015  | MARTIN & CHAPMAN CO INC           | 108.63      | 01 80300       | FILLER OF ELECTION MANUAL,RESOS,FORMS & NOTICES |                          |                     |
| 132050    | 12/29/2015 | MARTIN & CHAPMAN CO INC           | 143.78      | 01 80300       | ELECTION MATERIALS                              |                          |                     |
|           |            | Vendor Total ----->               | 252.41      |                |   |                          |                     |
| 132051    | 12/29/2015 | MARIS SIDENSTECKER                | 802.00      | 01 78050       | CONSULTANT/GRAPHIC DESIGN TREES 101 AD          |                          |                     |
|           |            | Vendor Total ----->               | 802.00      |                |   |                          |                     |
| 131926    | 12/9/2015  | MEDICS FOR LIFE, INC              | 840.00      | 07 73030       | AUGUST TO NOVEMBER 2015 CONSULTING (PCRS) FOR   |                          |                     |
|           |            | Vendor Total ----->               | 840.00      |                |   |                          |                     |
| 132052    | 12/29/2015 | MEYERS/NAVE PROFESSIONAL LAW CORP | 15,643.95   | 01 61051 0071  | PG&E EXPLOSION MARCH2014 NOVEMBER PROF SERVICES |                          |                     |
|           |            | Vendor Total ----->               | 15,643.95   |                |   | 236,877.85               | no stated limit     |
| 131927    | 12/9/2015  | MIRAGE WINDOW CLEANING            | 655.00      | 01 70050       | RAIN GUTTER WINTER PREP-KIDS LIB/MAIN LIB/CH    |                          |                     |
|           |            | Vendor Total ----->               | 655.00      |                |   |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY              | 75.85       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY       |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY              | 75.85       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY       |                          |                     |

| Check No. | Check Date | Vendor Name                              | Dist Amount | Expense Amount | Description                                      | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|--|-------------|----------------|--|--------------------------|---------------------|
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 75.85       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 16.75       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 75.85       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 16.61       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 18.11       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 18.11       | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 18.11       | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 4.00        | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 18.11       | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 3.96        | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131998    | 12/21/2015 | MISSION LINEN SUPPLY                     | 18.11       | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 132053    | 12/29/2015 | MISSION LINEN SUPPLY                     | 69.27       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 132053    | 12/29/2015 | MISSION LINEN SUPPLY                     | 31.64       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 132053    | 12/29/2015 | MISSION LINEN SUPPLY                     | 69.27       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 132053    | 12/29/2015 | MISSION LINEN SUPPLY                     | 69.27       | 01 76053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 132053    | 12/29/2015 | MISSION LINEN SUPPLY                     | 16.54       | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 132053    | 12/29/2015 | MISSION LINEN SUPPLY                     | 7.56        | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 132053    | 12/29/2015 | MISSION LINEN SUPPLY                     | 16.54       | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 132053    | 12/29/2015 | MISSION LINEN SUPPLY                     | 16.54       | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 132053    | 12/29/2015 | MISSION LINEN SUPPLY                     | 16.54       | 01 78053       | FY 15-16 UNIFORM SERVICE P WORKS/FORESTRY        |                          |                     |
| 131928    | 12/9/2015  | Vendor Total ----->                      | 893.56      |                |  |                          |                     |
| 131928    | 12/9/2015  | MISSION LINEN SERVICE                    | 68.15       | 01 72053       | FIRE DEPT ANNUAL TOWELS/BEDDING/LAUNDRY FY 15/16 |                          |                     |
| 131928    | 12/9/2015  | MISSION LINEN SERVICE                    | 54.87       | 01 72053       | FIRE DEPT ANNUAL TOWELS/BEDDING/LAUNDRY FY 15/16 |                          |                     |
| 131928    | 12/9/2015  | MISSION LINEN SERVICE                    | 55.34       | 01 72053       | FIRE DEPT ANNUAL TOWELS/BEDDING/LAUNDRY FY 15/16 |                          |                     |
| 131928    | 12/9/2015  | MISSION LINEN SERVICE                    | 55.94       | 01 72053       | FIRE DEPT ANNUAL TOWELS/BEDDING/LAUNDRY FY 15/16 |                          |                     |
| 131928    | 12/9/2015  | MISSION LINEN SERVICE                    | 68.15       | 01 72053       | FIRE DEPT ANNUAL TOWELS/BEDDING/LAUNDRY FY 15/16 |                          |                     |
| 131928    | 12/9/2015  | MISSION LINEN SERVICE                    | 53.75       | 01 72053       | FIRE DEPT ANNUAL TOWELS/BEDDING/LAUNDRY FY 15/16 |                          |                     |
| 131928    | 12/9/2015  | MISSION LINEN SERVICE                    | 54.63       | 01 72053       | FIRE DEPT ANNUAL TOWELS/BEDDING/LAUNDRY FY 15/16 |                          |                     |
| 131929    | 12/9/2015  | Vendor Total ----->                      | 410.23      |                |  |                          |                     |
| 131929    | 12/9/2015  | MONTEREY SPORTS CENTER                   | 250.00      | 07 73030       | ANNUAL ASSESSMENTS FOR PARAMEDICS                |                          |                     |
| 132054    | 12/29/2015 | Vendor Total ----->                      | 250.00      |                |  |                          |                     |
| 132054    | 12/29/2015 | MONTEREY TIRE SERVICE                    | 231.91      | 01 76048       | NEW TIRES FOR PD C7                              |                          |                     |
| 132054    | 12/29/2015 | MONTEREY TIRE SERVICE                    | 166.91      | 01 76048       | NEW TIRES PD C7                                  |                          |                     |
| 131930    | 12/9/2015  | Vendor Total ----->                      | 398.82      |                |  |                          |                     |
| 131930    | 12/9/2015  | COUNTY OF MTRY SHERIFF-CORONER           | 1,592.19    | 01 74053       | CRIMINAL JUSTICE ADMIN FEE/JAIL ACCESS FEE       |                          |                     |
| 131999    | 12/21/2015 | Vendor Total ----->                      | 1,592.19    |                |  |                          |                     |
| 131999    | 12/21/2015 | MTRY COUNTY CONVENTION & VISITORS BUREAU | 64,110.00   | 01 20260       | JUL-AUG 2015 TID REMITTANCE                      |                          |                     |
| 131999    | 12/21/2015 | MTRY COUNTY CONVENTION & VISITORS BUREAU | 52,599.00   | 01 20260       | SEP-OCT 2015 TID REMITTANCE                      |                          |                     |
| 131999    | 12/21/2015 | MTRY COUNTY CONVENTION & VISITORS BUREAU | (641.10)    | 01 36351 0002  | JUL-AUG 2015 TID REMITTANCE                      |                          |                     |
| 131999    | 12/21/2015 | MTRY COUNTY CONVENTION & VISITORS BUREAU | (525.99)    | 01 36351 0002  | SEP-OCT 2015 TID REMITTANCE                      |                          |                     |
| 132055    | 12/29/2015 | Vendor Total ----->                      | 115,541.91  |                |  |                          |                     |
| 132055    | 12/29/2015 | MONTEREY REGIONAL WATER                  | 3,465.00    | 01 76055       | MRWPCA-GENERAL FUND ASBS RMP 417 7/1/15-12/31/15 |                          |                     |
| 131931    | 12/9/2015  | Vendor Total ----->                      | 3,465.00    |                |  |                          |                     |
| 131931    | 12/9/2015  | MONTEREY BAY TELECOMM SERVICES           | 990.50      | 01 72049       | REPLACEMENT OF EMERGENCY PHONE OUTSIDE OF FIRE   |                          |                     |
| 131932    | 12/9/2015  | Vendor Total ----->                      | 990.50      |                |  |                          |                     |
| 131932    | 12/9/2015  | MONTEREY COUNTY RECORDER                 | 2,260.00    | 13 76904       | FILING OF NOTICE OF DETERMINATION-RIO PARK       |                          |                     |
| 131933    | 12/9/2015  | Vendor Total ----->                      | 2,260.00    |                |  |                          |                     |
| 132006    | 12/29/2015 | MONTEREY PENINSULA ENGINEERING           | 18,902.50   | 01 78050       | SAND REDISTRIBUTION:COMPLETE COVERAGE OF EXPOSED | 18,902.50                | 24,000.00           |
| 132056    | 12/29/2015 | MONTEREY PENINSULA ENGINEERING           | 13,500.00   | 13 78907       | SCENIC PATHWAY REPAIR:LABOR AND MATERIALS TO     | 13,500.00                | 13,500.00           |
| 132056    | 12/29/2015 | MONTEREY PENINSULA ENGINEERING           | 7,875.50    | 13 76909       | FY 15-16 CIP SUNSET CENTER RETAINING WALL        | 157,510.00               | 164,894.80          |
| 132056    | 12/29/2015 | MONTEREY PENINSULA ENGINEERING           | 866.47      | 13 76910       | FY 15-16 CP STREETS PROJECT PHASE II             |                          |                     |
| 132056    | 12/29/2015 | MONTEREY PENINSULA ENGINEERING           | 5,495.56    | 13 76909       | INCREASE 12/28/15 CHANGE ORDER 1                 |                          |                     |
| 132056    | 12/29/2015 | MONTEREY PENINSULA ENGINEERING           | 289.24      | 13 76909       | INCREASE 12/28/15 CHANGE ORDER 1                 |                          |                     |

| Check No. | Check Date | Vendor Name                   | Dist Amount | Expense Amount | Description  | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|-------------------------------|-------------|----------------|--|--------------------------|---------------------|
| 132056    | 12/29/2015 | MONTREY PENINSULA ENGINEERING | 5,505.99    | 13 76910       | FY 15-16 CP STREETS PROJECT PHASE II               |                          |                     |
| 132056    | 12/29/2015 | MONTREY PENINSULA ENGINEERING | 2,261.50    | 13 76901       | FY 15-16 CP STREETS PROJECT PHASE II               |                          |                     |
| 132056    | 12/29/2015 | MONTREY PENINSULA ENGINEERING | 14,370.69   | 13 76901       | FY 15-16 CP STREETS PROJECT PHASE II               |                          |                     |
| 132056    | 12/29/2015 | MONTREY PENINSULA ENGINEERING | 1,788.28    | 13 76901       | FY 15-16 CP STREETS PROJECT PHASE II               |                          |                     |
| 132056    | 12/29/2015 | MONTREY PENINSULA ENGINEERING | 11,363.57   | 13 76901       | FY 15-16 CP STREETS PROJECT PHASE II               |                          |                     |
|           |            | Vendor Total ---->            | 82,219.30   |                |  | 592,288.65               | 648,070.00          |
| 132057    | 12/29/2015 | MONTREY BAY WINDOW CLEANING   | 1,888.00    | 01 70050       | GUTTER CLEANING OF SUNSET CENTER                   |                          |                     |
|           |            | Vendor Total ---->            | 1,888.00    |                |  |                          |                     |
| 131934    | 12/9/2015  | MONTREY COUNTY PETROLEUM      | 2,897.53    | 01 76046       | DIESEL FUEL 1500 GALLONS                           |                          |                     |
|           |            | Vendor Total ---->            | 2,897.53    |                |  |                          |                     |
| 131935    | 12/9/2015  | MOORE TWINING ASSOCIATES, INC | 2,335.00    | 13 70903       | FOREST THEATRE CAP PROJECT.CONSTRUCTION INSPECTION |                          |                     |
| 132001    | 12/21/2015 | MOORE TWINING ASSOCIATES, INC | 1,205.00    | 13 70903       | FOREST THEATRE CAP PROJECT.CONSTRUCTION INSPECTION |                          |                     |
|           |            | Vendor Total ---->            | 3,540.00    |                |  | 6,240.00                 | 15,000.00           |
| 132002    | 12/21/2015 | MUNIR/MUNIR CONSTRUCTION      | 291.50      | 13 70901       | REMOVED FALLEN TARP REPAIRS TO PW/PD               |                          |                     |
| 132002    | 12/21/2015 | MUNIR/MUNIR CONSTRUCTION      | 905.00      | 13 70901       | TEMPORARY WATER PROOFING AT PD                     |                          |                     |
| 132058    | 12/29/2015 | MUNIR/MUNIR CONSTRUCTION      | 275.00      | 01 70050       | REPAIRS TO CARMEL HERITAGE SOCIETY BASEMENT HATCH  |                          |                     |
| 132058    | 12/29/2015 | MUNIR/MUNIR CONSTRUCTION      | 3,972.50    | 13 70903       | REMOVAL&DISPOSAL OF OLD RETAINING WALL@FOREST THEA |                          |                     |
|           |            | Vendor Total ---->            | 5,444.00    |                |  |                          |                     |
| 132059    | 12/29/2015 | NEILL ENGINEERS CORP.         | 200.00      | 01 62053       | CITY ENGINEER SERVICES FY15/16                     |                          |                     |
|           |            | Vendor Total ---->            | 200.00      |                |  | 1,200.00                 | 2,400.00            |
| 131936    | 12/9/2015  | NEXTEL COMMUNICATIONS         | 1,698.99    | 01 80036       | FY 15-16 TELEPHONE USAGE CELL PHONES               |                          |                     |
|           |            | Vendor Total ---->            | 1,698.99    |                |  |                          |                     |
| 131937    | 12/9/2015  | NOR-CAL CONTRACTOR INC        | 909.86      | 01 76055       | OPERATION AND MAINT CITY AREAS OF ASBS (AREA OF    |                          |                     |
| 131937    | 12/9/2015  | NOR-CAL CONTRACTOR INC        | 751.00      | 01 76055       | OPERATION AND MAINT CITY AREAS OF ASBS (AREA OF    |                          |                     |
| 131937    | 12/9/2015  | NOR-CAL CONTRACTOR INC        | 927.33      | 01 76055       | OPERATION AND MAINT CITY AREAS OF ASBS (AREA OF    |                          |                     |
|           |            | Vendor Total ---->            | 2,588.39    |                |  | 2,588.39                 | 6,000.00            |
| 131938    | 12/9/2015  | NOVA MANAGEMENT INC.          | 607.36      | 01 70050       | MEDIAN LIGHTING REDO                               |                          |                     |
| 131938    | 12/9/2015  | NOVA MANAGEMENT INC.          | 341.64      | 01 82055       | CITY BIRTHDAY PARTY LABORERS - INVOICE 2937 11/5/2 |                          |                     |
| 132060    | 12/29/2015 | NOVA MANAGEMENT INC.          | 398.58      | 01 78050       | TEMPORARY STAFFING PERTAINING TO BEACH CLEANUP     |                          |                     |
|           |            | Vendor Total ---->            | 1,347.58    |                |  | 1,347.58                 | 20,000.00           |
| 131939    | 12/9/2015  | OFFICE DEPOT, INC.            | 50.36       | 01 69043       | FY 15-16 OFFICE SUPPLIES                           |                          |                     |
| 131939    | 12/9/2015  | OFFICE DEPOT, INC.            | 17.37       | 01 69043       | FY 15-16 OFFICE SUPPLIES                           |                          |                     |
| 131939    | 12/9/2015  | OFFICE DEPOT, INC.            | 64.62       | 01 69043       | FY 15-16 OFFICE SUPPLIES                           |                          |                     |
| 131939    | 12/9/2015  | OFFICE DEPOT, INC.            | 15.27       | 01 74042       | TONER CARRIDGES                                    |                          |                     |
| 131939    | 12/9/2015  | OFFICE DEPOT, INC.            | 203.32      | 01 82043       | TONER FOR COPIER - INV 805625267001                |                          |                     |
| 131939    | 12/9/2015  | OFFICE DEPOT, INC.            | 90.58       | 01 76043       | 15-16 OFFICE SUPPLIES PUBLIC WORKS DEPT            |                          |                     |
| 131939    | 12/9/2015  | OFFICE DEPOT, INC.            | 43.68       | 01 67043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 131980    | 12/9/2015  | OFFICE DEPOT, INC.            | 87.35       | 01 64043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 249.78      | 01 74043       | MARKERS, BROTHER LABEL TAPE, PAPER                 |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 23.66       | 01 67043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 128.10      | 01 69043       | FY 15-16 OFFICE SUPPLIES                           |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 20.00       | 01 67043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 1.66        | 01 67043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 18.57       | 01 67043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 91.83       | 01 67043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 45.28       | 01 67043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 31.27       | 01 82043       | CALENDARS FOR OFFICE -INVOICE 808902869001         |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 47.33       | 01 64043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 39.99       | 01 64043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 3.33        | 01 64043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 37.13       | 01 64043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 183.67      | 01 64043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
| 132061    | 12/29/2015 | OFFICE DEPOT, INC.            | 90.57       | 01 64043       | OFFICE SUPPLIES:PAPER/PENS/TAPE/STAPLES/TONER/     |                          |                     |
|           |            | Vendor Total ---->            | 1,584.72    |                |  |                          |                     |
| 132003    | 12/21/2015 | OTTO CONSTRUCTION             | 185,993.85  | 13 70903       | CIP:FOREST THEATRE RENOVATION-ALL LABOR,TOOLS,     |                          |                     |

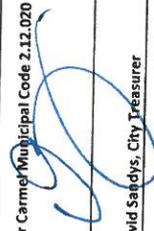
| Check No. | Check Date | Vendor Name  | Dist Amount | Expense Amount | Description  | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|--|-------------|----------------|--|--------------------------|---------------------|
| 132062    | 12/29/2015 | OTTO CONSTRUCTION<br>Vendor Total ----->                       | 100,564.15  | 13 70903       | CIP-FOREST THEATRE RENOVATION-ALL LABOR,TOOLS,       | 517,732.90               | 1,462,236.00        |
| 132004    | 12/21/2015 | OVERHEAD DOOR CO OF SALINAS                                    | 286,558.00  |                |  |                          |                     |
| 132004    | 12/21/2015 | OVERHEAD DOOR CO OF SALINAS<br>Vendor Total ----->             | 201.82      | 01 70045       | FY-15-16 OVERHEAD DOOR REPAIRS-PW DEPT.              |                          |                     |
| 131940    | 12/9/2015  | PACIFIC GAS & ELECTRIC CO<br>Vendor Total ----->               | 303.41      | 01 70045       | FY-15-16 OVERHEAD DOOR REPAIRS-PW DEPT.              |                          |                     |
| 131941    | 12/9/2015  | PACIFIC GAS & ELECTRIC CO<br>Vendor Total ----->               | 7,054.51    | 01 80026       | FY 15/16-GAS & ELECTRIC SERVICES ALL FACILITIES      |                          |                     |
| 131941    | 12/9/2015  | PACIFIC CREDIT SERVICES INC.                                   | 12.00       | 01 67110       | CREDIT REPORT FOR APPLICANT ANDY VALENCIANO          |                          |                     |
| 132063    | 12/29/2015 | PACIFIC CREDIT SERVICES INC.<br>Vendor Total ----->            | 12.00       | 01 67110       | CREDIT REPORTS FOR CITY APPLICANTS                   |                          |                     |
| 132005    | 12/21/2015 | PACIFIC CREST ENGINEERING INC<br>Vendor Total ----->           | 24.00       |                |  |                          |                     |
| 131942    | 12/9/2015  | PACIFIC GAS & ELECTRIC<br>Vendor Total ----->                  | 1,024.76    | 13 70903       | FOREST THEATER GEOTECH ENGINEERING/SOIL SURVEY       | 1,024.76                 | 6,800.00            |
| 131943    | 12/9/2015  | PACIFIC GAS & ELECTRIC<br>Vendor Total ----->                  | 75.15       | 01 80026       | FLANDERS:GAS & ELECTRIC SERVICE                      |                          |                     |
| 131943    | 12/9/2015  | PACIFIC GAS & ELECTRIC<br>Vendor Total ----->                  | 15.85       | 01 80026       | SCENIC RESTROOMS:GAS & ELECTRIC SERVICE              |                          |                     |
| 131944    | 12/9/2015  | PENINSULA MESSENGER SERVICE                                    | 15.85       |                |  |                          |                     |
| 131944    | 12/9/2015  | PENINSULA MESSENGER SERVICE<br>Vendor Total ----->             | 1,823.00    | 01 80204       | MAIL SERVICE CONTRACT FY15/16 JULY-SEP2015           |                          |                     |
| 131944    | 12/9/2015  | PENINSULA MESSENGER SERVICE<br>Vendor Total ----->             | 2,170.00    | 01 80204       | FY 15-16 MAIL SORTING AND DELIVERY CONTRACT          |                          |                     |
| 131945    | 12/9/2015  | PENINSULA WELDING & MEDICAL SUPPLY, INC                        | 3,993.00    |                |  |                          |                     |
| 131945    | 12/9/2015  | PENINSULA WELDING & MEDICAL SUPPLY, INC                        | 53.68       | 07 73603       | FY 15-16 OXYGEN AND CANNISTER RENTAL AMBULANCE USE   |                          |                     |
| 132064    | 12/29/2015 | PENINSULA WELDING & MEDICAL SUPPLY, INC<br>Vendor Total -----> | 36.55       | 07 73603       | FY 15-16 OXYGEN AND CANNISTER RENTAL AMBULANCE USE   |                          |                     |
| 132065    | 12/29/2015 | PENINSULA WELDING & MEDICAL SUPPLY, INC<br>Vendor Total -----> | 63.00       | 07 73603       | FY 15-16 OXYGEN AND CANNISTER RENTAL AMBULANCE USE   |                          |                     |
| 132065    | 12/29/2015 | PEOPLE INFORMATIN EARTH SERVICES<br>Vendor Total ----->        | 153.23      | 01 69053       | OCTOBER/NOV 2015 MONTHLY SERVICE FEE FOR MAILING S   | 11,979.00                | 37,125.00           |
| 131946    | 12/9/2015  | PETTY CASH<br>Vendor Total ----->                              | 600.00      |                |  |                          |                     |
| 131947    | 12/9/2015  | JANET BOMBARD-PETTY CASH<br>Vendor Total ----->                | 41.19       | 01 74095       | REIMBURSEMENT TO CINDI MITCHELL FOR SHIPPING AND     |                          |                     |
| 131947    | 12/9/2015  | JANET BOMBARD-PETTY CASH                                       | 41.19       |                |  |                          |                     |
| 131947    | 12/9/2015  | JANET BOMBARD-PETTY CASH                                       | 10.00       | 01 82055       | HOMECRAFTERS MARKETPLACE COFFEE BOXES                |                          |                     |
| 131947    | 12/9/2015  | JANET BOMBARD-PETTY CASH                                       | 45.14       | 01 82055       | HOMECRAFTERS STAFF AND VOLUNTEER LUNCHESES - NEILSEN |                          |                     |
| 131947    | 12/9/2015  | JANET BOMBARD-PETTY CASH                                       | 3.98        | 01 82055       | TREE LIGHTING EVENT - SUPPLIES FOR CIDER INV. 023    |                          |                     |
| 131947    | 12/9/2015  | JANET BOMBARD-PETTY CASH                                       | 14.63       | 01 82055       | TREE LIGHTING - CUPS FOR CIDER 12/4/2015 INV 0735    |                          |                     |
| 131947    | 12/9/2015  | JANET BOMBARD-PETTY CASH<br>Vendor Total ----->                | 115.88      | 01 82055       | TREE LIGHTING SUPPLIES/INV 131623792, JUICE AND      |                          |                     |
| 131948    | 12/9/2015  | PITNEY BOWES INC.<br>Vendor Total ----->                       | 40.59       | 01 82055       | HOMECRAFTERS, FOOD AND SUPPLIES INVOICE 2841510028   |                          |                     |
| 131948    | 12/9/2015  | PITNEY BOWES INC.<br>Vendor Total ----->                       | 230.22      |                |  |                          |                     |
| 131949    | 12/9/2015  | MICHAEL BAKER INTERNATIONAL INC                                | 42.07       | 01 64053       | POSTAGE METER SUPPLIES-TAPE STRIPS                   |                          |                     |
| 131949    | 12/9/2015  | MICHAEL BAKER INTERNATIONAL INC<br>Vendor Total ----->         | 42.07       |                |  |                          |                     |
| 132066    | 12/29/2015 | MICHAEL BAKER INTERNATIONAL INC                                | 8,190.00    | 01 69051       | CP&B-STAFFING SUPPORT-PLANNER AND COUNTER SERVICES   | 40,666.99                | 83,500.00           |
| 132066    | 12/29/2015 | MICHAEL BAKER INTERNATIONAL INC<br>Vendor Total ----->         | 1,611.39    | 13 78908       | CIP-RIO RD MTNP ENTRY PLANNER SERVICES EIR REPORT    |                          |                     |
| 131950    | 12/9/2015  | PROSERVE FACILITY SERVICES                                     | 4,667.50    | 13 78908       | CIP-RIO RD MTNP ENTRY PLANNER SERVICES EIR REPORT    | 6,278.89                 | 32,730.00           |
| 132067    | 12/29/2015 | PROSERVE FACILITY SERVICES<br>Vendor Total ----->              | 14,468.89   |                |  |                          |                     |
| 132067    | 12/29/2015 | PROSERVE FACILITY SERVICES                                     | 13,327.00   | 01 70053       | FY 2015-16 JANITORIAL SERVICES AS FOLLOWS:CITY       |                          |                     |
| 132067    | 12/29/2015 | PROSERVE FACILITY SERVICES<br>Vendor Total ----->              | 12,809.00   | 01 70053       | FY 2015-16 JANITORIAL SERVICES AS FOLLOWS:CITY       |                          |                     |
| 131951    | 12/9/2015  | PSTS, INC.<br>Vendor Total ----->                              | 518.00      | 01 70053       | FY 2015-16 INCREASE BUDGET FOR JANITORIAL SERVICES   | 80,480.00                | 110,616.00          |
| 132068    | 12/29/2015 | PUBLIC STORAGE INC<br>Vendor Total ----->                      | 26,654.00   |                |  |                          |                     |
| 131952    | 12/9/2015  | PURSUJIT NORTH<br>Vendor Total ----->                          | 575.00      | 01 76049       | 2 MONTHS MAINT/PUMP THE OIL-WATER SEPERATOR & IN     |                          |                     |
| 131953    | 12/9/2015  | RANCHO CAR WASH<br>Vendor Total ----->                         | 573.00      | 01 67053       | CITY STORAGE UNIT FOR DOCUMENTS OFFSITE FY15/16      |                          |                     |
| 131954    | 12/9/2015  | RANA CREEK HABITAT RESTOR                                      | 573.00      |                |  |                          |                     |
| 132069    | 12/29/2015 | RANA CREEK HABITAT RESTOR<br>Vendor Total ----->               | 3,470.73    | 40 74803       | COMPUTER TABLET FOR PATROL CAR                       |                          |                     |
| 132069    | 12/29/2015 | RANA CREEK HABITAT RESTOR<br>Vendor Total ----->               | 3,470.73    |                |  |                          |                     |
| 131953    | 12/9/2015  | RANCHO CAR WASH<br>Vendor Total ----->                         | 37.67       | 01 74050       | CAR WASHES FOR MONTH OF OCTOBER 2015                 |                          |                     |
| 131954    | 12/9/2015  | RANA CREEK HABITAT RESTOR                                      | 37.67       |                |  |                          |                     |
| 132069    | 12/29/2015 | RANA CREEK HABITAT RESTOR<br>Vendor Total ----->               | 5.50        | 50 24050 0631  | EPILOBIUM -ARBOR DAY SUPPLIES                        |                          |                     |
| 132069    | 12/29/2015 | RANA CREEK HABITAT RESTOR<br>Vendor Total ----->               | 54.24       | 50 24050 0631  | 9 1 GAL PLANTS FOR 1ST MURPHY ARBOR DAY              |                          |                     |
| 132069    | 12/29/2015 | RANA CREEK HABITAT RESTOR<br>Vendor Total ----->               | 59.74       |                |  |                          |                     |

| Check No. | Check Date | Vendor Name  | Dist. Amount | Expense Amount | Description   | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|--|--------------|----------------|---|--------------------------|---------------------|
| 131955    | 12/9/2015  | RAPID PRINTERS OF MTY.<br>Vendor Total ----->        | 874.43       | 01 76045       | ESTIMATE FOR 500 CONSTRUCTION ZONE NO. PARKING SIGN |                          |                     |
| 131956    | 12/9/2015  | RINCON CONSULTANTS INC<br>Vendor Total ----->        | 874.43       | 01 69051       | FY 15-16 STAFFING:CONTRACT PLANNER                  | 259,313.96               | 259,320.00          |
| 131957    | 12/9/2015  | EYAN ROHRBOUGH<br>Vendor Total ----->                | 12,495.00    | 13 55007 0003  | AMBULANCE OVERPAYMENT FOR PATIENT                   |                          |                     |
| 132006    | 12/21/2015 | ROTO-ROOTER<br>Vendor Total ----->                   | 1,381.69     | 01 70050       | OCEAN BEACH RESTROM REPAIR                          |                          |                     |
| 131958    | 12/9/2015  | RUSS GALLOWAY ELECTRIC INC.<br>Vendor Total ----->   | 184.30       | 01 70050       | CPD EXTERIOR LIGHTING TIMER TROUBLE SHOOTING        |                          |                     |
| 132070    | 12/29/2015 | RUSS GALLOWAY ELECTRIC INC.<br>Vendor Total ----->   | 1,248.76     | 01 70050       | EXTERIOR PARK LIGHTING REPAIRS                      |                          |                     |
| 131959    | 12/9/2015  | RYAN RANCH PRINTERS<br>Vendor Total ----->           | 43.45        | 01 74039       | BUSINESS CARDS FOR CHIEF MICHAEL CALHOUN            |                          |                     |
| 132071    | 12/29/2015 | RYAN RANCH PRINTERS<br>Vendor Total ----->           | 59.74        | 01 64043       | CITY STATIONARY/ENVELOPES/BUSINESS CARDS            |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 103.19       | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 77.45        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 54.12        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 18.61        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 51.23        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 54.89        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 19.44        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 4.63         | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 61.97        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 55.19        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 2.90         | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 93.92        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 43.59        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 7.25         | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 17.41        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 22.27        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 32.28        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING                        | 251.82       | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 132072    | 12/29/2015 | SCARBOROUGH LUMBER & BUILDING<br>Vendor Total -----> | 55.16        | 01 76045       | FY 15-16 SUPPLIES FOR PUBLIC WORKS DEPARTMENT       |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 924.13       | 01 76050       | OUTSIDE LABOR FOR PW                                |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 393.20       | 01 76050       | STAFFING IN PUBLIC WORKS                            |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 423.40       | 01 76050       | STAFFING IN PUBLIC WORKS                            |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 338.72       | 01 76050       | STAFFING IN PUBLIC WORKS                            |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 529.25       | 01 76050       | OUTSIDE LABOR W/E 10/18/15                          |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 529.25       | 01 76050       | OUTSIDE LABOR W/E 10/25/15                          |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 762.12       | 01 76050       | OUTSIDE LABOR W/E 11/1/15                           |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 529.25       | 01 76050       | STAFFING IN PUBLIC WORKS                            |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 550.42       | 01 76050       | OUTSIDE LABOR PUBLIC WORKS                          |                          |                     |
| 131960    | 12/9/2015  | SELECT TEMPORARY SERVICES                            | 423.40       | 01 76050       | OUTSIDE LABOR FOR PUBLIC WORKS                      |                          |                     |
| 132073    | 12/29/2015 | SELECT TEMPORARY SERVICES                            | 502.80       | 01 76050       | OUTSIDE LABOR FOR PUBLIC WORKS                      |                          |                     |
| 132073    | 12/29/2015 | SELECT TEMPORARY SERVICES<br>Vendor Total ----->     | 762.14       | 01 76050       | OUTSIDE LABOR FOR PUBLIC WORKS                      |                          |                     |
| 131961    | 12/9/2015  | SHARON FRIEDRICHSEN<br>Vendor Total ----->           | 6,137.15     | 01 67030       | MILEAGE: MRWMD TAC MEETINGS 7/1/15-11/19/15         |                          |                     |
| 131962    | 12/9/2015  | SIGNATURE GALLERIES                                  | 90.65        | 01 72054       | DONATIONS:ROCKER RECLINER FOR FIRE DEPT             |                          |                     |
| 131962    | 12/9/2015  | SIGNATURE GALLERIES<br>Vendor Total ----->           | 888.97       | 01 72054       | DONATIONS:ROCKER RECLINER FOR FIRE DEPT             |                          |                     |
| 131963    | 12/9/2015  | SIGNS BY VAN   | 1,777.95     | 01 80400       | SIGN FABRICATIONS FOR CENTENNIAL-INSTALLATION,      |                          |                     |
| 132074    | 12/29/2015 | SIGNS BY VAN<br>Vendor Total ----->                  | 1,999.24     | 01 80400       | CENTENNIAL SIGNAGE OCEAN AVE AND RIO ROAD           | 5,732.48                 | 13,000.00           |
| 132007    | 12/21/2015 | SKIPS ONE STOP MONTEREY<br>Vendor Total ----->       | 3,733.24     | 01 76047       | WIPERS AND LIGHT FOR PD DODGE CHARGER               |                          |                     |
|           |            |  | 5,732.48     |                |   |                          |                     |

| Check No. | Check Date | Vendor Name                     | Dist.Amount | Expense Amount | Description   | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|---------------------------------|-------------|----------------|---|--------------------------|---------------------|
| 131964    | 12/9/2015  | Vendor Total ----->             | 45.71       |                |   |                          |                     |
|           |            | HARRY OR LINDA SMITH            | 75.00       | 13 55007 0003  | OVERPAYMENT FOR AMBULANCE SERVICE                     |                          |                     |
|           |            | Vendor Total ----->             | 75.00       |                |   |                          |                     |
| 131965    | 12/9/2015  | SPENCER'S TREE SERVICE          | 1,900.00    | 01 78050       | REMOVED DEAD PINE NEAR DOLORES & 4TH LOW CUT STUMP    |                          |                     |
| 131965    | 12/9/2015  | SPENCER'S TREE SERVICE          | 600.00      | 01 78050       | REMOVED 2 DEAD PINES SE CRNER DOLORES & 13TH          |                          |                     |
|           |            | Vendor Total ----->             | 2,500.00    |                |   |                          |                     |
| 131966    | 12/9/2015  | SWRCB                           | 4,579.00    | 01 76032       | STATE WATER RESOURCES CONTROL BOARD ANNUAL PERMIT FEE |                          |                     |
|           |            | Vendor Total ----->             | 4,579.00    |                |   |                          |                     |
| 131967    | 12/9/2015  | STUDIO CARVER                   | 862.50      | 50 24050 2500  | REFUND VOLUME DEPOSIT BALANCE                         |                          |                     |
|           |            | Vendor Total ----->             | 862.50      |                |   |                          |                     |
| 131968    | 12/9/2015  | SUMMIT UNIFORMS                 | 12.00       | 01 74031       | METAL NAME TAG FOR PSO RODDICK                        |                          |                     |
| 131968    | 12/9/2015  | SUMMIT UNIFORMS                 | 13.05       | 01 74031       | METAL NAME TAG FOR VOLUNTEER RITTA ROBERTS            |                          |                     |
|           |            | Vendor Total ----->             | 25.05       |                |   |                          |                     |
| 131969    | 12/9/2015  | T2 SYSTEMS CANADA INC           | 50.00       | 01 74053       | DIGITAL EMS FEATURES FOR MONTH OF DECEMBER            |                          |                     |
| 132075    | 12/29/2015 | T2 SYSTEMS CANADA INC           | 50.00       | 01 74053       | EMS FEATURES FOR JANUARY 2016                         |                          |                     |
|           |            | Vendor Total ----->             | 100.00      |                |   |                          |                     |
| 132076    | 12/29/2015 | ADRIENNE TANDON                 | 32.51       | 01 33626 0002  | TREE REMOVAL APPLICATION REFUND                       |                          |                     |
|           |            | Vendor Total ----->             | 32.51       |                |   |                          |                     |
| 132077    | 12/29/2015 | THE CHRISTMAS LIGHT PROS OF MTY | 5,300.00    | 01 82055       | LIGHTS FOR REDWOOD TREE - INVOICE NO NUMBER - DATE    |                          |                     |
|           |            | Vendor Total ----->             | 5,300.00    |                |   |                          |                     |
| 131970    | 12/9/2015  | THE CLEANING MACHINE            | 3,800.00    | 01 76050       | HOT WATER PRESSURE WASH VARIOUS SIDEWALKS IN CITY     |                          |                     |
|           |            | Vendor Total ----->             | 3,800.00    |                |   |                          |                     |
| 131971    | 12/9/2015  | TIGERLILLY FLORIST&GIFTS        | 260.70      | 01 82055       | VETERANS DAY FLOWERS - INVOICE 00416 - 11/30/15 JB    |                          |                     |
|           |            | Vendor Total ----->             | 260.70      |                |   |                          |                     |
| 131972    | 12/9/2015  | TRANSSION RISK & ALTERNATIVE    | 6.00        | 01 74053       | PERSON SEARCHES FOR MONTH OF NOVEMBER 2015            |                          |                     |
|           |            | Vendor Total ----->             | 6.00        |                |   |                          |                     |
| 131973    | 12/9/2015  | TOPE'S TREE SERVICE INC.        | 4,650.00    | 01 78050       | REMOVAL OF FALLEN TREE FROM ROADWAY MISSION TRAIL     |                          |                     |
|           |            | Vendor Total ----->             | 4,650.00    |                |   |                          |                     |
| 132078    | 12/29/2015 | TRISTAR RISK MANAGEMENT         | 1,200.00    | 01 80424       | TPA RISK MINGMT CLAIMS ADMIN SERVICES                 |                          |                     |
|           |            | Vendor Total ----->             | 1,200.00    |                |   |                          |                     |
| 132079    | 12/29/2015 | TRUCKSIS ENTERPRISES,INC.       | 467.50      | 01 69053       | FY 15-16 PUT UP AND TAKE DOWN BANNERS OCEAN AVE       |                          |                     |
|           |            | Vendor Total ----->             | 467.50      |                |   |                          |                     |
| 131974    | 12/9/2015  | US BANK                         | 112.24      | 01 82055       | 100 YR ANNIVERSARY OF THE FIRE DEPT. /CUPCAKES        |                          |                     |
| 131974    | 12/9/2015  | US BANK                         | 377.11      | 01 82055       | CITY BIRTHDAY EVENT SUPPLIES/TARPS/TAPE/SUPPLIES      |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 207.95      | 01 67049       | NEWTEK TECH IT MONTHLY SUPPORT NOV2015                |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | (63.45)     | 01 82055       | RETURN ITEMS NOT USED FOR CITY BIRTHDAY TO HOME DE    |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 169.95      | 01 82080       | HOMECRAFTERS HEALTH PERMIT - INVOICE IN0947345        |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 16.00       | 01 78030       | CAL CARD MIKE BRANSON VARIOUS ITEMS/REGISTRATION      |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 94.35       | 01 82080       | HOMECRAFTERS MARKETPLACE HEAD LAMPS/BATTERIES FOR     |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 80.00       | 01 78030       | CAL CARD MIKE BRANSON VARIOUS ITEMS/REGISTRATION      |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 40.40       | 01 82055       | TREE LIGHTING SUPPLIES/HOT CUPS AND NAPKINS           |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 45.00       | 01 78033       | CAL CARD MIKE BRANSON VARIOUS ITEMS/REGISTRATION      |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 83.52       | 01 82055       | TREE LIGHTING SUPPLIES/CANDY CANES & DECORATIONS      |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 158.43      | 50 24050 0631  | CAL CARD MIKE BRANSON VARIOUS ITEMS/REGISTRATION      |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 87.99       | 01 82055       | TREE LIGHTING - DECORATIONS INVOICE 16220218302052    |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 245.49      | 50 24050 0632  | CAL CARD MIKE BRANSON VARIOUS ITEMS/REGISTRATION      |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 44.49       | 01 82055       | TREE LIGHTING/LUNCH FOR STAFF INVOICE 0899            |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 170.00      | 01 78033       | CAL CARD MIKE BRANSON VARIOUS ITEMS/REGISTRATION      |                          |                     |
| 132080    | 12/29/2015 | US BANK                         | 31.59       | 01 76030       | CAL CARD MIKE BRANSON VARIOUS ITEMS/REGISTRATION      |                          |                     |
|           |            | Vendor Total ----->             | 1,901.06    |                |   |                          |                     |
| 131975    | 12/9/2015  | BILL VASILOVICH                 | 616.25      | 50 24050 2499  | VOLUME STUDY CALCULATIONS AND FINDINGS                |                          |                     |
| 131975    | 12/9/2015  | BILL VASILOVICH                 | 722.50      | 50 24050 2513  | VOLUME STUDY CALCULATIONS AND FINDINGS                |                          |                     |
| 131975    | 12/9/2015  | BILL VASILOVICH                 | 807.50      | 50 24050 2511  | VOLUME STUDY CALCULATIONS AND FINDINGS                |                          |                     |
| 131975    | 12/9/2015  | BILL VASILOVICH                 | 637.50      | 50 24050 2500  | VOLUME STUDY-CORRADINI RESIDENCE                      |                          |                     |
|           |            | Vendor Total ----->             | 2,783.75    |                |   |                          |                     |

| Check No. | Check Date | Vendor Name                        | Dist Amount  | Expense Amount | Description                                       | Paid to Date on Contract | Maximum on Contract |
|-----------|------------|------------------------------------|--------------|----------------|---|--------------------------|---------------------|
| 131976    | 12/9/2015  | VERIZON WIRELESS                   | 228.06       | 01 80036       | FY 15-16 TELEPHONE USAGE CELL PHONES              |                          |                     |
| 131976    | 12/9/2015  | VERIZON WIRELESS                   | 204.61       | 01 80036       | FY 15-16 TELEPHONE USAGE CELL PHONES              |                          |                     |
|           |            | Vendor Total ----->                | 432.67       |                |   |                          |                     |
| 131977    | 12/9/2015  | WAGEWORKS                          | 90.00        | 01 99017       | FLEX SPENDING ACCT FOR EMP(AFLAC)ANNUAL ADMIN FEE |                          |                     |
| 132081    | 12/29/2015 | WAGEWORKS                          | 90.00        | 01 99017       | FLEX SPENDING ACCT FOR EMP(AFLAC)ANNUAL ADMIN FEE |                          |                     |
|           |            | Vendor Total ----->                | 180.00       |                |   |                          |                     |
| 132082    | 12/29/2015 | WALKER PARKING CONSULTANTS         | 400.00       | 13 74901       | CONSULTING SERVICES:CARMEL PARKING PLAN FY 15-16  | 400.00                   | 20,500.00           |
|           |            | Vendor Total ----->                | 400.00       |                |   |                          |                     |
| 132083    | 12/29/2015 | WALD,RUHNKE & DOST ARCHITECTS, LLP | 1,300.00     | 13 70905       | CIP:REPLACE EXISTING GUARDRAIL AT SUNSET CENTER   | 2,925.00                 | 8,350.00            |
|           |            | Vendor Total ----->                | 1,300.00     |                |   |                          |                     |
| 131978    | 12/9/2015  | WORKSITE INTERNATIONAL INC.        | 2,250.00     | 01 70920       | ERGONOMICS CONSULTING FOR PROPOSED PW OFFICE FURN | 2,250.00                 | 2,495.00            |
|           |            | Vendor Total ----->                | 2,250.00     |                |   |                          |                     |
|           |            | 228 Checks Grand Total ->          | 1,195,347.18 |                |   |                          |                     |

Per Carmel Municipal Code 2.12.020



David Saadys, City Treasurer



# CITY OF CARMEL-BY-THE-SEA

February 2, 2016  
Consent Calendar

**TO:** Honorable Mayor and Members of the City Council  
Mike Calhoun, Interim City Administrator

**FROM:** Ashlee Wright, City Clerk

**SUBJECT:** Monthly Reports: Contracts with the City Administrator, Community Planning and Building Department Reports, Police, Fire, Ambulance, Beach Reports, Public Records Act Requests, Forester Report, and City Treasurer's Investment Report

## RECOMMENDATION

Accept the Reports.

## ATTACHMENTS

1. Contracts executed within the City Administrator's signing authority for the month of December
2. Community Planning and Building Reports for the month of December
3. Police, Fire, Ambulance and Beach Reports for the month of December
4. Public Records Act Requests for the Month of December
5. Forester Reports for the month of December
6. City Treasurer's Investment Report for the month of December

**APPROVED:**

Mike Calhoun, Interim City Administrator

Date: 01/27/2016



CITY OF CARMEL-BY-THE-SEA  
COMMUNITY PLANNING & BUILDING DEPARTMENT  
INTEROFFICE MEMO

TO: Chief Calhoun, Interim City Administrator

FROM: Marc Wiener, Acting Community Planning and Building Director

DATE: February 2, 2016

REF: Community Planning and Building Monthly Summary – December

Attached are the December 2015 activity reports for the Planning Permits, Building Permits, Encroachment Permits, and Code Compliance Cases. Also included is an analysis for the entire year of 2015.

PLANNING AND BUILDING TRENDS:

In December, 32 Planning Permit, 28 Building Permit, and 8 Encroachment Permit applications were submitted. A total of **466** Planning Permit, **500** Building Permit, and **125** Encroachment Permit applications were submitted in 2015.

CODE COMPLIANCE TRENDS:

For Code Compliance, City staff fielded a total of 51 code compliance requests. Code Compliance staff continues to work on open cases to bring these to resolution. For the requests logged this month, the average initial investigation turn-around time was 1 to 2 business days. There were **427** code compliance requests in 2015.

CURRENT ACTIVITIES

- The City's new Building Inspector, Jermel Laurie, began work on January 4<sup>th</sup>. With the addition of this position, building inspection services have been expanded from 3 to 5 days per week. In addition, the Building Official has been more available at the counter to answer questions and has been able to expedite plan checks.
- Interviews were conducted for the Permit Technician position and a candidate was selected. The person selected is in the background check process and should start full-time work with the City very soon.
- The Planning Commission will review a potential draft ordinance that would regulate wood burning fireplaces in new homes. The draft ordinance would likely regulate the type of wood burning devices that can be installed, rather than including an outright ban on wood burning

devices. This item will be considered at either the February or March Planning Commission meeting.

- The Restaurant Subcommittee Workshop was held on January 26<sup>th</sup>. The workshop was attended by several local restaurant owners and members of the community.
- On January 19<sup>th</sup>, the Historic Resources Board reviewed a proposal to replace the World War I Memorial Bell with a new bell. The new bell would match the original intended Charles Sumner Greene design. The Historic Resources Board recommended that the current bell be removed as soon as possible for its protection and that it be stored and displayed on City property at a location such as the Children's Library. This item will likely come before the City Council at a future meeting.

## City of Carmel-by-the-Sea Monthly Planning Permit Report December 2015

12/01/2015 - 12/31/2015

| Permit # | Permit Type                 | Project Description  | Address/Location                           | Date Received | Date Approved | Owner Name                  | Applicant          | Assigned To      | Status               |
|----------|-----------------------------|--|--|---------------|---------------|-----------------------------|--------------------|------------------|----------------------|
| 15466    | Design Study                | Substantial Alterations  | Camino Real, 3 SE of Ocean Ave.            | 12/30/2015    |               | Joseph Murphy               | Richard Rhodes     | Catherine Tarone | In Review            |
| 15465    | Preliminary Site Assessment | Preliminary Site Assessment  | Monte Verde 3 SW of Ocean                  | 12/17/2015    |               | Dennis Levett               | John Mundurrago    | Matthew Sundt    | In Review            |
| 15464    | Sign                        | Sign Installation  | Ocean Ave.                                 | 12/23/2015    |               | Hakim-Baba                  | Dylan Rivera       |                  | In Review            |
| 15462    | Design Study                | New plumbing fixtures, new int eleterical and lighting. Add  | Casanova 5 SE of 4th                       | 12/18/2015    |               | Vardan Kosaian              | Studio Schicketanz | Matthew Sundt    | In Review            |
| 15461    | Design Study                | The installation of new landscape plantings on the   | San Carlos 2 SE of 13th                    | 12/17/2015    | 1/7/2016      | Howard Family Trust         | Richard Wilson     | Catherine Tarone | Affidavit Pending    |
| 15460    | Design Study                | substantial alteration   | Monte Verde 3 SW of Ocean                  | 12/17/2015    |               | Dennis Levett               | John Mandurrago    | Matthew Sundt    | In Review            |
| 15458    | Historic Determination      | Historic Evaluation  | Monte Verde and 7th                        | 12/16/2015    | 12/23/2015    | Falge Family Trust          | Anthony Lombrado   | Ashley Hobson    | Closed               |
| 15457    | Historic Deposit            | Historic Evaluation  | 3rd 2 SW of Dolores                        | 12/7/2015     |               | Steve Lampi                 | John Mandurrago    | Catherine Tarone | Closed               |
| 15456    | Design Study                | Remodel of single family residence, door and windows replacement, move fireplace   | San Antonio 2 SE of 12th                   | 12/15/2015    |               | George and Patricia Yellich | Studio Schicketanz | Catherine Tarone | Corrections Required |
| 15455    | Design Study                | A 218 square foot addition to the existing 2,730 square foot residence including the   | Monte Verde 4 SW of 13th                   | 12/15/2015    | 12/21/2015    | North Point Investments     | Braden Sterling    | Ashley Hobson    | Approved             |
| 15454    | Business License            | Business License - Sea La Vie, a Retail store selling clothing, jewelry, and souvenirs   | NE Corner of Ocean Ave. and Dolores St.    | 12/9/2015     |               | Paul Laub                   | Jason Spaits       | Ashley Hobson    | Corrections Required |
| 15453    | Design Study                | Relocation and installation of 6 new aluminum anodized bronze windows, to match existing windows. Installations will be on the west (front) east | 25975 Junipero Ave. Carmel, CA 93921       | 12/11/2015    | 12/30/2015    | KD Landholdings, LLC        | Kimberly Simmons   | Catherine Tarone | Approved             |
| 15452    | Historic Deposit            | Historic Evaluation  | NEC of Mountain View and Santa Rita        | 12/11/2015    |               | City of Carmel              | Brian Congleton    | Marc Wiener      | In Review            |
| 15451    | Design Review               | Pathway  | NEC of Mountain View and Santa Rita        | 12/11/2015    |               | City of Carmel              | Brian Congleton    | Marc Wiener      | In Review            |
| 15449    | Design Review               | Repair and replace falling posts and foundation  | NEC oc Ocean and Monte Verde               | 12/10/2015    |               | Richard Gunner              | John Llyod         | Matthew Sundt    | In Review            |
| 15448    | Sign                        | Sign   | Carmel Plaza Ocean and Mission             | 12/10/2015    | 12/14/2015    | OWRF Carmel, LLC            | Sean LaFond        | Marc Wiener      | Approved             |
| 15447    | Business License            | Business License for Velvet Ivy, a clothing store with a small studio salon (1 chair)  | San Carlos, between 5th and 6th            | 12/7/2015     |               | Dana Ashley                 | Dana Ashley        | Ashley Hobson    | Corrections Required |
| 15446    | Business License            | Contemporary women's clothing boutique   | NE Corner of Dolores & 6th                 | 12/9/2015     |               | Sonya Yampolsky             | Sonya Yampolsky    | Catherine Tarone | Closed               |
| 15445    | Business License            | Business License for Weber Goldsmith Gallery - Selling new and custom jewelry including  | SE Corner of Dolores & 6th                 | 12/9/2015     | 12/10/2015    | Bradley D. Weber            | Bradley Weber      | Ashley Hobson    | Approved             |
| 15444    | Use Permit                  | Daily live music from 11am - 10pm  | Ocean Ave. between Lincoln and Monte Verde | 12/9/2015     |               | Jack Hakim                  | Bashar Snee        | Ashley Hobson    | Corrections Required |

|       |                  |  |  |            |            |                           |   |               |                      |
|-------|------------------|--|--|------------|------------|---------------------------|---|---------------|----------------------|
| 15443 | Use Permit       | Daily live music between 11am top 10pm   | Ocean between Lincoln and Monte Verde      | 12/9/2015  |            | Jack Hakim                | Bashar Sneeh                                  | Ashley Hobson | Corrections Required |
| 15442 | Design Study     | Remove and replace existing window with solid door   | Carmelo 3 SW of 4th                        | 12/9/2015  | 12/14/2015 | John and Phoebe Clement   | Tim Scherer                                   | Matthew Sundt | Approved             |
| 15441 | Design Study     | Landscaping changes including site coverage alterations, a   | Lincoln St., 2 SE of 2nd                   | 12/8/2015  | 12/23/2015 | Colin Eakin               | Roark Craven                                  | Ashley Hobson | Approved             |
| 15440 | Design Review    | Tear off one roof at flat areas only. Install 50 Mill Durolast white to achieve title 24 over 2                  | SE Corner of 7th and San Antonio           | 12/7/2015  | 12/14/2015 | Richard Clark             | Scudder Roofing                               | Matthew Sundt | Approved             |
| 15439 | Design Study     | Minor addition and remodel to existing single-family residence   | Mission St. 3 SW of 11th Ave.              | 12/4/2015  |            | Nicholas and Debra Jewell | Adam Jeselnick, Architect                     | Ashley Hobson | Corrections Required |
| 15438 | Design Study     | Changes to the exterior finish materials and site coverage including new Cedar Shingle                           | 5 NE of 3rd on San Carlos                  | 12/4/2015  | 12/14/2015 | Helen Sullivan            | Erik Dyar                                     | Ashley Hobson | Approved             |
| 15437 | Appeal           | Appeal Administrative Decision   | 8th and Scenic                             | 12/4/2015  |            | James and Susan McClatchy | Daniel Resendiz, Garden Solutions Landscaping | Christy Sabdo | Approved             |
| 15436 | Design Review    | the installation of two new retractable awnings (20 feet wide x 11 feet 8 inches deep and 11 feet wide by 9 feet | Ocean Ave. between Lincoln and Monte Verde | 12/3/2015  | 12/17/2015 | Denny Levett              | Giuseppe Panzuto                              | Ashley Hobson | Approved             |
| 15435 | Planner Research | Planning & Zoning Research for the La Playa Carmel   | La Playa Carmel, 8th Avenue                | 11/30/2015 | 12/7/2015  |                           | Shenice Lawrence                              | Ashley Hobson | Closed               |

Total Records: 32

## City of Carmel-by-the-Sea Building Permit Report December 2015

12/01/2015 - 12/31/2015

| Permit # | Permit Type | Project Description  | Property Location              | Owner Name             | Contact                       | Date Issued | Status    |
|----------|-------------|--|--------------------------------|------------------------|-------------------------------|-------------|-----------|
| 160001   | Building    | Remodel bathroom   | Viscaino 8 SE of Mountain View | White                  | Elaine White                  |             | In Review |
| 150449   | Building    | 2nd floor addition of 135 sf and interior remodel  | Casanova 2 NW of Ocean         | David Wolfe            | John Mandurrago               |             | In Review |
| 150448   | Building    | Tenant Improvement 830 sqft  | NEC Ocean and Dolores          | Paul Irving Laub Trust | Rajesh Narayanan              |             | In Review |
| 150447   | Building    | Install (N) Fireplace insert - travis industries extraorwaite #430-GSRN in (E) masonry fireplace.      | San Antonio 4 NW of 8th        | Bruce & Betsy Sutter   | Tim Gordon                    |             | Approved  |
| 150446   | Building    | re-pave existing quadrangle @ mission and include underground infrastructure                           | 3090 Rio Road                  | Diocese of Monterey    | Brett Brenkwitz               |             | In Review |
| 150445   | Building    | Commercial Tenant Improvement-remove 1 partition, add 1 electric outlet, new flooring, remove cabinet. | Lincoln 4 NE of 7th            | Morgan                 | Craig Novak, Sage Building    | 1/15/2016   | Issued    |
| 150444   | Building    | replace existing non-compliant guard railing with code compliance railing                              | Sunset Center                  | City of Carmel         | Andy Vanderford, Lou Bartlett |             | In Review |
| 150443   | Building    | kitchen remodel/new cabinets.  | Lincoln 4 SW of 9th            | Charles and Viola Fox  | Mark B Smith                  | 1/19/2016   | Issued    |
| 150442   | Building    | Interior remodel 449 sf. New 240 sf deck   | 25959 Mission St               | Edwards                | Steven Krebs                  |             | In Review |
| 150441   | Building    | demo (E) house, construction of (N) residence and garage   | San Antonio 3 NW of 13th       | Carl and Mary Hoffman  | Holdren Architecture          |             | In Review |

|        |            |   |                              |                        |                                   |            |           |
|--------|------------|---|------------------------------|------------------------|-----------------------------------|------------|-----------|
| 150440 | Building   | Tenant Improvement, repair or replace windows to match existing re-roof, restore door at street, replace aluminum slider door with wood doors. Re-roof like for like, comp to comp no color change. | Dolores St 2 NW of 5th Ave   | Carmel Properties LLC  | Alan Lehman                       |            | Approved  |
| 150439 | Building   | garage demolition and reconstruction/remodel with various improvements for new driveway   | 2928 Franciscan Way          | Robert and Pat Burgess | Jeffrey W. Kirpatrick (architect) |            | In Review |
| 150438 | Plumbing   | Install water heater.   | Monte Verde 4 SE of 12th     | Anthony Hopp           | Antonio Melano                    | 12/15/2015 | Finaled   |
| 150437 | Building   | Install generator on existing pad.  | SE Corner of Torres and 1st. | Lois Martin            | Conte's Generator                 |            | Approved  |
| 150436 | Building   | Interior remodel, new kitchen & bathrooms. Minor exterior changes to windows and doors.   | Monte Verde 6 SE of 13th     | Howells                | Claudio Ortiz                     |            | Approved  |
| 150435 | Building   | Re-roof like for like, Install built up roofing tar & gravel grey in color.   | Lopez 3 NE of 4th            | Mary Armstead          | Lloyd Slaton                      | 12/11/2015 | Finaled   |
| 150434 | Building   | Addition of new 134 sf covered patio at courtyard   | SE Corner Scenic & 8th       | Lezlie Gunn            | Amy Denny                         |            | In Review |
| 150433 | Building   | Interior remodel replace kitchen counter tops, bathroom vanities and toilets, tile, refinish floors, reface fireplace w/drywall. Add plumbing for new washer & dryer.                               | NW Corner of Carmelo & 9th   | Gregory Davies         | Greg Davies                       | 12/18/2015 | Issued    |
| 150432 | Electrical | Installation of 240 volt NEMA 14-50 GFCI outlet (weatherproof).   | Camino Real 6 NE of 4th      | Willem Braak           | Willem Braak                      | 12/14/2015 | Finaled   |

|        |            |   |                                   |                            |   |            |           |
|--------|------------|---|-----------------------------------|----------------------------|---|------------|-----------|
| 150431 | Building   | Tear off fire free at pitch roof only. Install heavy teal color wood shake over 72 cap sheet and 30 pound felt at pitch roof areas only. At flat roof install 50 mil PVC (tan color) over 1/2" insulation this is overlay.    | Carmelo 2 SE of 12th              | Nancy Hughes               | Scudder Roofing   | 12/14/2015 | Issued    |
| 150430 | Building   | (commercial re-roof) tear off existing wood shake roof down to original roof sheathing. Install a heavy teal class "B" fire rated 3/4" heavy cedar wood shakes over 72 mineral cap sheet forming a class "A" fire rated roof. | Mission 2 SW of 5th               | Georis                     | Scudder Roofing   | 12/14/2015 | Issued    |
| 150429 | Building   | 200 sq ft addition, 2697 sq ft interior remodel   | 26126 Ladera                      | Marjorie Stone             | Steven Krebs  |            | In Review |
| 150428 | Electrical | New panel upgrade.  | Carpenter 2 NE of 5th             | Carrigg                    | Thorne Electric   | 12/7/2015  | Issued    |
| 150427 | Building   | Alterations and addition to existing one story residence. stone terrace, wood decks and a detached garage.  | Monte Verde 2 NE of 12th          | Alexander                  | Thomas Bateman Hood, Contractor:Harlan Bradley with Masterwork Builders |            | In Review |
| 150426 | Building   | Remove fire damage for inspection at cottage bath.  | NW corner of Monte Verde and 13th | Kathy Cusick               | Steve Mickel  | 12/4/2015  | Issued    |
| 150425 | Building   | 123.3 sf bathroom addition to (E) one story S.F.D with a parking pad. Removing 398.3 sf of hardscape to meet 2:1 ratio for addition. Removing pea gravel on city R.O.W  | San Carlos 7 NE of Santa Lucia    | Glenn and Elizabeth Howard | claudio ortiz   |            | Approved  |
| 150424 | Plumbing   | Replace boiler like for like.   | SWC of Camino Real and 8th Ave    | La Playa Hotel             | Tony Jimenez  | 12/1/2015  | Finald    |

|        |          |  |                    |                |             |          |        |
|--------|----------|--|--------------------|----------------|-------------|----------|--------|
| 150423 | Building | remove large skylight and replace framing with trusses, asphalt composition roofing to match existing. Extend roof eave at rear door porch area. | Torres 5 NE of 2nd | Jill Stallings | Alan Lehman | 1/4/2016 | Issued |
|--------|----------|--|--------------------|----------------|-------------|----------|--------|

Total Records: 28

1/21/2016

# City of Carmel-by-the-Sea Code Compliance Case Report December 2015

12/01/2015 - 12/31/2015

| Case # | Date Received | Case Type:                  | Status | Problem Description  | Date Closed |
|--------|---------------|-----------------------------|--------|--|-------------|
| 15427  | 12/28/2015    | Gas Leaf Blower Violation   | Closed | Observed gardener using gas leaf blower  | 12/28/2015  |
| 15426  | 12/28/2015    | Planning/Building Violation | Closed | Replace side yard fence without green notice of Authorization                    | 12/28/2015  |
| 15425  | 12/22/2015    | Planning/Building Violation | Closed | No storm water protection around construction site.                              | 12/23/2015  |
| 15424  | 12/23/2015    | Right of way Violation      | Open   | Rocks and irrigation in ROW  |             |
| 15423  | 12/23/2015    | Planning/Building Violation | Closed | No green authorization notice for continued hardscape work on side and rear yard | 12/23/2015  |
| 15422  | 12/22/2015    | Sign Violation              | Open   | Illegal business sign without approvals  |             |
| 15421  | 12/21/2015    | Gas Leaf Blower Violation   | Closed | Gas leaf blower in use   | 12/21/2015  |
| 15420  | 12/21/2015    | Gas Leaf Blower Violation   | Closed | Gas leaf blower in use   | 12/21/2015  |
| 15419  | 12/21/2015    | Gas Leaf Blower Violation   | Closed | Gas leaf blower in use   | 12/21/2015  |
| 15418  | 12/17/2015    | Sign Violation              | Closed | Estate signs in roadway  | 12/17/2015  |
| 15417  | 12/17/2015    | Planning/Building Violation | Closed | contractor working outside parameters of permit                                  | 12/17/2015  |
| 15416  | 12/17/2015    | Planning/Building Violation | Closed | Trash cans in ROW at all times of the day  | 12/21/2015  |
| 15415  | 12/18/2015    | Other                       | Open   | Transient lodging  |             |
| 15413  | 12/14/2015    | Right of way Violation      | Closed | contractor working outside parameters of permit                                  | 12/15/2015  |
| 15412  | 12/14/2015    | Planning/Building Violation | Closed | New water heater without permit  | 12/15/2015  |
| 15411  | 12/16/2015    | Planning/Building Violation | Closed | Conducting business without a license/ no work authorization                     | 12/16/2015  |
| 15410  | 12/16/2015    | Right of way Violation      | Closed | Large real estate sign in ROW  | 12/21/2015  |
| 15409  | 12/15/2015    | Other                       | Open   | Transient lodging  |             |

|       |            |                             |        |   |            |
|-------|------------|-----------------------------|--------|---|------------|
| 15408 | 12/15/2015 | Other                       | Open   | Transient lodging                                     |            |
| 15407 | 12/15/2015 | Other                       | Open   | Transient lodging                                     |            |
| 15406 | 12/15/2015 | Other                       | Open   | Transient lodging                                     |            |
| 15405 | 12/11/2015 | Gas Leaf Blower Violation   | Closed | Observed gardener using gas leaf blower               | 12/11/2015 |
| 15404 | 12/10/2015 | Other                       | Closed | Blinking, colored flashing lights in window display   | 12/10/2015 |
| 15403 | 12/11/2015 | Other                       | Closed | Transient Lodging Uses at Single-Family Residence     |            |
| 15402 | 12/9/2015  | Gas Leaf Blower             | Closed | Gas leaf blower in use                                | 12/9/2015  |
| 15401 | 12/10/2015 | Business License Violation  | Closed | Electrician not licensed to work in city              | 12/14/2015 |
| 15400 | 12/9/2015  | Planning/Building Violation | Closed | Construction sign too large and in ROW                | 12/9/2015  |
| 15399 | 12/9/2015  | Right of way Violation      | Open   | Landscape in the ROW without plans or permits         |            |
| 15398 | 12/8/2015  | Planning/Building           | Open   | Peace Distrubance                                     |            |
| 15397 | 12/8/2015  | Right of way Violation      | Closed | Landscaping in ROW without plans or permit            | 12/22/2015 |
| 15396 | 12/7/2015  | Sign Violation              | Closed | Car display without approvals                         | 12/8/2015  |
| 15395 | 12/8/2015  | Planning/Building Violation | Closed | SFR possibly being rented as triplex                  | 12/21/2015 |
| 15394 | 12/8/2015  | Gas Leaf Blower             | Closed | Gas leaf blower in use                                | 12/8/2015  |
| 15393 | 12/8/2015  | Sign Violation              | Closed | Open house sign in ROW                                | 12/8/2015  |
| 15392 | 12/7/2015  | Right of way Violation      | Closed | Work in city right of way without plans or permits    | 12/21/2015 |
| 15391 | 12/7/2015  | Planning/Building Violation | Closed | Illegal work without contractor or homeowner present  | 12/7/2015  |
| 15390 | 12/3/2015  | Right of way Violation      | Closed | Portable construction toilet not wrapped at job site. | 12/7/2015  |
| 15389 | 12/2/2015  | Planning/Building Violation | Closed | Interior work without plans or permits                | 12/14/2015 |
| 15388 | 12/3/2015  | Sign Violation              | Closed | Sign violation in front of residence                  | 12/7/2015  |
| 15387 | 12/3/2015  | Gas Leaf Blower             | Closed | Gas leaf blower in use                                | 12/3/2015  |
| 15386 | 12/3/2015  | Gas Leaf Blower             | Closed | Gas leaf blower in use                                | 12/3/2015  |
| 15385 | 12/3/2015  | Other                       | Open   | Transient Lodging Uses at Single-Family Residence     |            |
| 15384 | 12/2/2015  | Other                       | Open   | Transient Lodging Uses at Single-Family Residence     |            |
| 15383 | 12/2/2015  | Other                       | Open   | Transient Lodging Uses at Single-Family Residence     |            |
| 15382 | 12/2/2015  | Other                       | Open   | Transient Lodging Uses at Single-Family Residence     |            |
| 15381 | 12/2/2015  | Other                       | Open   | Transient Lodging Uses at Single-Family Residence     |            |

|       |            |                             |        |  |            |
|-------|------------|-----------------------------|--------|--|------------|
| 15380 | 12/1/2015  | Planning/Building Violation | Closed | Construction trucks blocking the roadway | 12/1/2015  |
| 15379 | 12/1/2015  | Gas Leaf Blower             | Closed | Gas leaf blower in use                   | 12/1/2015  |
| 15378 | 12/1/2015  | Planning/Building Violation | Closed | Dry saw cutting of concrete blocks       | 12/1/2015  |
| 15377 | 11/30/2015 | Sign Violation              | Closed | Illegal sale sign                        | 11/30/2015 |
|       |            |                             |        |  |            |

**Total Records: 51**

**1/21/2016**

## City of Carmel-by-the-Sea Encroachment Permit Report December 2015

12/01/2015 - 12/31/2015

| Permit # | Assigned To      | Permit Type | Date Submitted | Date Issued | Project Description  | Property Location                    | Contractor                           | Status    |
|----------|------------------|-------------|----------------|-------------|--|--------------------------------------|--------------------------------------|-----------|
| 150125   | Rob Culver       | Perm Ench   | 12/22/2015     | 1/19/2016   | 3 Stone Steps  | 26040 Ridgewood Rd. Carmel, CA 93921 | Rich Wilson Mission Landscaping Inc. | Closed    |
| 150124   | Rob Culver       | Temp Ench   | 12/17/2015     | 12/29/2015  | Sewer Lateral repair 5' x 5' bellhole  | Dolores 2 SE Of 11th                 | Rooter King                          | Approved  |
| 150123   | Catherine Tarone | Driveway    | 12/17/2015     | 1/6/2016    | General repair to resurface to match existing.   | Dolores 2 NW of 5th                  | Ethan Hare                           |           |
| 150122   | Rob Culver       | Temp Ench   | 12/9/2015      | 12/10/2015  | Block Scenic Road off to bring in Concrete Pumping Truck                                     | Scenic 1 SE of 9th                   | DL Jones Construction                | Approved  |
| 150121   |                  | Driveway    | 12/8/2015      | 12/23/2015  | Remove existing concrete and asphalt driveway, stone walkway and replace with paving stones. | Scenic and 11th                      | Valley Landscaping and Paving        | Approved  |
| 150120   | Christy Sabdo    | Driveway    | 12/8/2015      | 12/16/2015  | Remove existing concrete driveway and asphalt approach and replace paving stones.            | San Carlos 3 NW of Santa Lucia       | Valley Landscaping and Paving        |           |
| 150118   | Rob Culver       | Temp Ench   | 12/3/2015      | 12/3/2015   | Sewer lateral replacement trench 4' x 4' bell hole.  | Carpenter 2 NE of 6th                | Rooter King                          | Approved  |
| 150117   | Rob Culver       | Perm Ench   | 12/2/2015      |             | Replace deteriorated pole, install new pole 1 foot south from existing                       | Monte Verde 3 SE of 8th              | PGE - Tony Lin                       | In Review |

Total Records: 8

1/21/2016

**CITY OF CARMEL-BY-THE-SEA POLICE DEPARTMENT**

*Post Office Box 600, Carmel, California 93921 Ph:831-624-6403 Fax:831-624-4296*

**MEMORANDUM**

**TO: MICHAEL CALHOUN, INTERIM CITY ADMINISTRATOR**

**FROM: PAUL TOMASI, POLICE COMMANDER**

**DATE: 01/19/16**

**REF: RESPONSE SUMMARY REPORT FOR DECEMBER**

---

**Summary of Carmel Fire Ambulance December Calls for Service**

**AMBULANCE PERFORMANCE MEASURE**

**% of Code-3 ambulance calls within CBTS with a response time of 5 minutes or less from dispatch to arrival. 99%**

123 total calls for service

72 calls for service in CBTS Average response time: 3:07 min.

(1) Code 3 call with a response over 5 minutes:

- 1500001382; 12/30/15; Lincoln Street & 10<sup>th</sup> (6:08 min) Response from previous call on Carmel Knolls. Fire on scene in (2:47 min)

**NOTES:**

There were (2) code 2 calls with a response time over 5 minutes.

---

**Summary of Monterey Fire December Calls for Service**

**FIRE PERFORMANCE MEASURE**

**% of Code-3 fire calls within CBTS with a response time of 5 minutes or less from dispatch to arrival. 100%**

84 total calls for service in CBTS Average response time: 2:56 min.

62 total Code-3 calls - No Code 3 calls with a response time over five minutes in CBTS- **100%**

**NOTES:**

(5) Code 2 Calls with a response time over 5 minutes:



RESPONSE SUMMARY REPORT BY INCIDENT TYPE

27060 CARMEL-BY-THE-SEA

Alarm Date From: 12/1/2015 To: 12/31/2015



| INCIDENT | DATE | ALARM | ARRIVAL | RESPONSE | STREET |
|----------|------|-------|---------|----------|--------|
|----------|------|-------|---------|----------|--------|

**111 Building fire**

|            |           |          |          |         |      |             |
|------------|-----------|----------|----------|---------|------|-------------|
| 15-0007546 | 12/3/2015 | 16:09:55 | 16:12:23 | 0:02:28 | 13TH | MONTE VERDE |
|------------|-----------|----------|----------|---------|------|-------------|

|                 |          |                              |  |                |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|
| <b>Subtotal</b> | <b>1</b> | <b>Average Response Time</b> |  | <b>0:02:28</b> |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|

**113 Cooking fire, confined to container**

|            |            |          |          |         |     |         |
|------------|------------|----------|----------|---------|-----|---------|
| 15-0007986 | 12/21/2015 | 23:12:46 | 23:15:25 | 0:02:39 | 7TH | LINCOLN |
|------------|------------|----------|----------|---------|-----|---------|

|                 |          |                              |  |                |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|
| <b>Subtotal</b> | <b>1</b> | <b>Average Response Time</b> |  | <b>0:02:39</b> |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|

**131 Passenger vehicle fire**

|            |            |          |          |         |     |          |
|------------|------------|----------|----------|---------|-----|----------|
| 15-0008169 | 12/30/2015 | 18:19:49 | 18:23:12 | 0:03:23 | 8TH | JUNIPERO |
|------------|------------|----------|----------|---------|-----|----------|

|                 |          |                              |  |                |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|
| <b>Subtotal</b> | <b>1</b> | <b>Average Response Time</b> |  | <b>0:03:23</b> |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|

**311 Medical assist, assist EMS crew**

|            |            |          |          |         |     |          |
|------------|------------|----------|----------|---------|-----|----------|
| 15-0008056 | 12/24/2015 | 20:46:10 | 20:48:12 | 0:02:02 | 4TH | JUNIPERO |
|------------|------------|----------|----------|---------|-----|----------|

|            |            |          |          |         |     |          |
|------------|------------|----------|----------|---------|-----|----------|
| 15-0008083 | 12/26/2015 | 17:41:13 | 17:44:44 | 0:03:31 | 8TH | SANTA FE |
|------------|------------|----------|----------|---------|-----|----------|

|                 |          |                              |  |                |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|
| <b>Subtotal</b> | <b>2</b> | <b>Average Response Time</b> |  | <b>0:02:46</b> |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|

**3111 Medical Call No Aid Given**

|            |           |         |         |         |         |       |
|------------|-----------|---------|---------|---------|---------|-------|
| 15-0007491 | 12/1/2015 | 1:27:47 | 1:30:54 | 0:03:07 | MISSION | OCEAN |
|------------|-----------|---------|---------|---------|---------|-------|

|            |           |          |          |         |     |         |
|------------|-----------|----------|----------|---------|-----|---------|
| 15-0007553 | 12/3/2015 | 21:21:21 | 21:23:49 | 0:02:28 | 3RD | DOLORES |
|------------|-----------|----------|----------|---------|-----|---------|

|            |           |          |          |         |     |          |
|------------|-----------|----------|----------|---------|-----|----------|
| 15-0007702 | 12/9/2015 | 13:30:05 | 13:32:40 | 0:02:35 | 8TH | SANTA FE |
|------------|-----------|----------|----------|---------|-----|----------|

|            |            |          |          |         |     |         |
|------------|------------|----------|----------|---------|-----|---------|
| 15-0007727 | 12/10/2015 | 15:58:22 | 16:00:32 | 0:02:10 | 7TH | LINCOLN |
|------------|------------|----------|----------|---------|-----|---------|

|            |            |          |          |         |     |         |
|------------|------------|----------|----------|---------|-----|---------|
| 15-0007872 | 12/16/2015 | 17:43:52 | 17:45:41 | 0:01:49 | 5TH | DOLORES |
|------------|------------|----------|----------|---------|-----|---------|

|            |            |          |          |         |     |          |
|------------|------------|----------|----------|---------|-----|----------|
| 15-0007914 | 12/18/2015 | 19:54:51 | 19:58:02 | 0:03:11 | 8TH | SANTA FE |
|------------|------------|----------|----------|---------|-----|----------|

|            |            |          |          |         |      |         |
|------------|------------|----------|----------|---------|------|---------|
| 15-0008104 | 12/27/2015 | 12:41:46 | 12:44:19 | 0:02:33 | 10TH | LINCOLN |
|------------|------------|----------|----------|---------|------|---------|

|            |            |          |          |         |       |            |
|------------|------------|----------|----------|---------|-------|------------|
| 15-0008132 | 12/28/2015 | 12:59:57 | 13:00:20 | 0:00:23 | OCEAN | SAN CARLOS |
|------------|------------|----------|----------|---------|-------|------------|

|            |            |          |          |         |     |        |
|------------|------------|----------|----------|---------|-----|--------|
| 15-0008147 | 12/29/2015 | 11:51:41 | 11:55:01 | 0:03:20 | 8TH | SCENIC |
|------------|------------|----------|----------|---------|-----|--------|

|                 |          |                              |  |                |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|
| <b>Subtotal</b> | <b>9</b> | <b>Average Response Time</b> |  | <b>0:02:24</b> |  |  |
|-----------------|----------|------------------------------|--|----------------|--|--|

**321 EMS call, excluding vehicle accident with injury**

|            |           |         |         |         |     |            |
|------------|-----------|---------|---------|---------|-----|------------|
| 15-0007511 | 12/2/2015 | 4:56:15 | 4:59:09 | 0:02:54 | 7TH | SAN CARLOS |
|------------|-----------|---------|---------|---------|-----|------------|

|            |           |          |          |         |             |       |
|------------|-----------|----------|----------|---------|-------------|-------|
| 15-0007542 | 12/3/2015 | 14:51:28 | 14:53:33 | 0:02:05 | CAMINO REAL | OCEAN |
|------------|-----------|----------|----------|---------|-------------|-------|

|            |           |          |          |         |     |         |
|------------|-----------|----------|----------|---------|-----|---------|
| 15-0007573 | 12/4/2015 | 15:59:28 | 16:01:25 | 0:01:57 | 5TH | DOLORES |
|------------|-----------|----------|----------|---------|-----|---------|

|            |           |          |          |         |     |        |
|------------|-----------|----------|----------|---------|-----|--------|
| 15-0007608 | 12/5/2015 | 19:43:47 | 19:47:12 | 0:03:25 | RIO | LASUEN |
|------------|-----------|----------|----------|---------|-----|--------|

|            |           |         |         |         |      |             |
|------------|-----------|---------|---------|---------|------|-------------|
| 15-0007615 | 12/6/2015 | 7:33:02 | 7:36:50 | 0:03:48 | 10TH | CAMINO REAL |
|------------|-----------|---------|---------|---------|------|-------------|

|            |           |          |          |         |     |            |
|------------|-----------|----------|----------|---------|-----|------------|
| 15-0007639 | 12/7/2015 | 10:14:36 | 10:16:01 | 0:01:25 | 7TH | SAN CARLOS |
|------------|-----------|----------|----------|---------|-----|------------|

|            |           |          |          |         |     |            |
|------------|-----------|----------|----------|---------|-----|------------|
| 15-0007643 | 12/7/2015 | 14:22:12 | 14:26:18 | 0:04:06 | 7TH | SAN CARLOS |
|------------|-----------|----------|----------|---------|-----|------------|

|            |           |          |          |         |      |         |
|------------|-----------|----------|----------|---------|------|---------|
| 15-0007647 | 12/7/2015 | 15:54:35 | 15:57:20 | 0:02:45 | 10TH | LINCOLN |
|------------|-----------|----------|----------|---------|------|---------|

|            |           |          |          |         |          |       |
|------------|-----------|----------|----------|---------|----------|-------|
| 15-0007655 | 12/7/2015 | 18:30:46 | 18:33:47 | 0:03:01 | CASANOVA | OCEAN |
|------------|-----------|----------|----------|---------|----------|-------|

|            |            |          |          |         |               |             |
|------------|------------|----------|----------|---------|---------------|-------------|
| 15-0007659 | 12/7/2015  | 22:15:28 | 22:19:11 | 0:03:43 | 8TH           | SANTA FE    |
| 15-0007698 | 12/9/2015  | 12:04:57 | 12:08:33 | 0:03:36 | RIO           | LASUEN      |
| 15-0007718 | 12/10/2015 | 10:44:27 | 10:47:39 | 0:03:12 | 2ND           | SANTA FE    |
| 15-0007770 | 12/11/2015 | 23:44:14 | 23:47:33 | 0:03:19 | 2ND           | MONTE VERDE |
| 15-0007865 | 12/16/2015 | 13:59:38 | 14:02:40 | 0:03:02 | 8TH           | SANTA FE    |
| 15-0007897 | 12/18/2015 | 9:46:10  | 9:48:45  | 0:02:35 | 5TH           | MONTE VERDE |
| 15-0007901 | 12/18/2015 | 10:54:36 | 10:56:58 | 0:02:22 | 2ND           | SANTA FE    |
| 15-0007909 | 12/18/2015 | 16:07:32 | 16:09:00 | 0:01:28 | 7TH           | SAN CARLOS  |
| 15-0007936 | 12/19/2015 | 16:23:41 | 16:25:28 | 0:01:47 | 5TH           | MONTE VERDE |
| 15-0007949 | 12/20/2015 | 11:04:02 | 11:06:30 | 0:02:28 | MOUNTAIN VIEW | TORRES      |
| 15-0007959 | 12/20/2015 | 18:55:50 | 18:59:14 | 0:03:24 | MONTE VERDE   | OCEAN       |
| 15-0007969 | 12/21/2015 | 8:22:27  | 8:25:55  | 0:03:28 | 11TH          | CASANOVA    |
| 15-0008017 | 12/23/2015 | 7:02:36  | 7:04:09  | 0:01:33 | 5TH           | SAN CARLOS  |
| 15-0008047 | 12/24/2015 | 9:48:00  | 9:50:25  | 0:02:25 | 7TH           | LINCOLN     |
| 15-0008062 | 12/25/2015 | 12:04:24 | 12:05:46 | 0:01:22 | 4TH           | MISSION     |
| 15-0008067 | 12/25/2015 | 17:23:00 | 17:25:44 | 0:02:44 | CASANOVA      | OCEAN       |
| 15-0008074 | 12/26/2015 | 9:13:03  | 9:16:29  | 0:03:26 | 8TH           | SANTA FE    |
| 15-0008116 | 12/27/2015 | 21:39:44 | 21:42:10 | 0:02:26 | 7TH           | FOREST      |
| 15-0008122 | 12/28/2015 | 7:24:10  | 7:27:40  | 0:03:30 | 10TH          | LINCOLN     |
| 15-0008155 | 12/29/2015 | 20:35:59 | 20:38:17 | 0:02:18 | SCENIC        | OCEAN       |
| 15-0008159 | 12/30/2015 | 8:51:40  | 8:54:27  | 0:02:47 | 10TH          | LINCOLN     |
| 15-0008161 | 12/30/2015 | 9:58:58  | 10:00:33 | 0:01:35 | 4TH           | LINCOLN     |
| 15-0008184 | 12/31/2015 | 16:25:00 | 16:27:00 | 0:02:00 | GUADALUPE     | 7TH         |

**32** **Average Response Time** **0:02:41**

**324 Motor Vehicle Accident with no injuries**

|            |           |          |          |         |         |       |
|------------|-----------|----------|----------|---------|---------|-------|
| 15-0007679 | 12/8/2015 | 15:54:26 | 15:57:12 | 0:02:46 | MISSION | OCEAN |
|------------|-----------|----------|----------|---------|---------|-------|

**Subtotal** **1** **Average Response Time** **0:02:46**

**411 Gasoline or other flammable liquid spill**

|            |            |          |          |         |     |         |
|------------|------------|----------|----------|---------|-----|---------|
| 15-0007974 | 12/21/2015 | 11:24:53 | 11:27:28 | 0:02:35 | 5TH | LINCOLN |
|------------|------------|----------|----------|---------|-----|---------|

**Subtotal** **1** **Average Response Time** **0:02:35**

**412 Gas leak (natural gas or LPG)**

|            |            |          |          |         |       |         |
|------------|------------|----------|----------|---------|-------|---------|
| 15-0008127 | 12/28/2015 | 12:00:46 | 12:08:04 | 0:07:18 | * 5TH | LINCOLN |
|------------|------------|----------|----------|---------|-------|---------|

**Subtotal** **1** **Average Response Time** **0:07:18**

**440 Electrical wiring/equipment problem, Other**

|            |            |          |          |         |     |             |
|------------|------------|----------|----------|---------|-----|-------------|
| 15-0007999 | 12/22/2015 | 11:01:27 | 11:03:53 | 0:02:26 | 8TH | CAMINO REAL |
|------------|------------|----------|----------|---------|-----|-------------|

**Subtotal** **1** **Average Response Time** **0:02:26**

**442 Overheated motor**

|            |           |          |          |         |         |       |
|------------|-----------|----------|----------|---------|---------|-------|
| 15-0007539 | 12/3/2015 | 13:01:03 | 13:02:06 | 0:01:03 | MISSION | OCEAN |
|------------|-----------|----------|----------|---------|---------|-------|

**Subtotal** **1** **Average Response Time** **0:01:03**

**445 Arcing, shorted electrical equipment**

|            |            |         |         |         |             |        |
|------------|------------|---------|---------|---------|-------------|--------|
| 15-0007995 | 12/22/2015 | 8:21:03 | 8:25:59 | 0:04:56 | SANTA LUCIA | SCENIC |
|------------|------------|---------|---------|---------|-------------|--------|

**Subtotal** **1** **Average Response Time** **0:04:56**

|                 |   |                              |          |                |               |             |
|-----------------|---|------------------------------|----------|----------------|---------------|-------------|
| <b>451</b>      | <b>Biological hazard, confirmed or suspected</b>        |                              |          |                |               |             |
| 15-0007840      | 12/15/2015  | 10:50:20                     | 10:50:52 | 0:00:32        | 5TH           | MISSION     |
| <b>Subtotal</b> | <b>1</b>  | <b>Average Response Time</b> |          | <b>0:00:32</b> |               |             |
| <b>510</b>      | <b>Person in distress, Other</b>                        |                              |          |                |               |             |
| 15-0007768      | 12/11/2015  | 23:04:15                     | 23:08:04 | 0:03:49        | 2ND           | LOPEZ       |
| 15-0007912      | 12/18/2015  | 19:16:25                     | 19:19:59 | 0:03:34        | LINCOLN       | SANTA LUCIA |
| 15-0008171      | 12/31/2015  | 0:28:32                      | 0:32:37  | 0:04:05        | 2ND           | DOLORES     |
| <b>Subtotal</b> | <b>3</b>  | <b>Average Response Time</b> |          | <b>0:03:49</b> |               |             |
| <b>522</b>      | <b>Water or steam leak</b>                              |                              |          |                |               |             |
| 15-0007600      | 12/5/2015   | 15:04:52                     | 15:10:02 | 0:05:10        | * ALTA        | SAN CARLOS  |
| 15-0007689      | 12/9/2015   | 7:12:21                      | 7:15:29  | 0:03:08        | 4TH           | JUNIPERO    |
| 15-0008030      | 12/23/2015  | 15:37:24                     | 15:45:06 | 0:07:42        | * MONTE VERDE | SANTA LUCIA |
| <b>Subtotal</b> | <b>3</b>  | <b>Average Response Time</b> |          | <b>0:05:20</b> |               |             |
| <b>542</b>      | <b>Animal rescue</b>                                    |                              |          |                |               |             |
| 15-0007910      | 12/18/2015  | 17:24:48                     | 17:28:59 | 0:04:11        | 3RD           | JUNIPERO    |
| <b>Subtotal</b> | <b>1</b>  | <b>Average Response Time</b> |          | <b>0:04:11</b> |               |             |
| <b>551</b>      | <b>Assist police or other governmental agency</b>       |                              |          |                |               |             |
| 15-0007957      | 12/20/2015  | 17:06:09                     | 17:09:28 | 0:03:19        | 9TH           | TORRES      |
| <b>Subtotal</b> | <b>1</b>  | <b>Average Response Time</b> |          | <b>0:03:19</b> |               |             |
| <b>552</b>      | <b>Police matter</b>                                    |                              |          |                |               |             |
| 15-0007623      | 12/6/2015   | 15:50:14                     | 15:51:33 | 0:01:19        | DOLORES       | OCEAN       |
| <b>Subtotal</b> | <b>1</b>  | <b>Average Response Time</b> |          | <b>0:01:19</b> |               |             |
| <b>553</b>      | <b>Public service</b>                                   |                              |          |                |               |             |
| 15-0007889      | 12/17/2015  | 13:15:57                     | 13:17:12 | 0:01:15        | 4TH           | DOLORES     |
| <b>Subtotal</b> | <b>1</b>  | <b>Average Response Time</b> |          | <b>0:01:15</b> |               |             |
| <b>554</b>      | <b>Assist invalid</b>                                   |                              |          |                |               |             |
| 15-0007813      | 12/14/2015  | 0:38:19                      | 0:41:25  | 0:03:06        | 4TH           | CAMINO REAL |
| 15-0007856      | 12/16/2015  | 4:21:40                      | 4:27:18  | 0:05:38        | * 4TH         | CAMINO REAL |
| 15-0007923      | 12/19/2015  | 7:31:16                      | 7:35:12  | 0:03:56        | 2ND           | CAMINO REAL |
| <b>Subtotal</b> | <b>3</b>  | <b>Average Response Time</b> |          | <b>0:04:13</b> |               |             |
| <b>622</b>      | <b>No Incident found on arrival at dispatch address</b> |                              |          |                |               |             |
| 15-0007541      | 12/3/2015   | 14:35:41                     | 14:39:37 | 0:03:56        | RIO           | SANTA LUCIA |
| 15-0007552      | 12/3/2015   | 20:17:01                     | 20:19:28 | 0:02:27        | 8TH           | MONTE VERDE |
| 15-0007708      | 12/9/2015   | 20:53:21                     | 20:55:31 | 0:02:10        | 8TH           | LINCOLN     |
| 15-0007716      | 12/10/2015  | 9:42:16                      | 9:45:34  | 0:03:18        | 5TH           | SANTA FE    |
| 15-0007802      | 12/13/2015  | 15:43:18                     | 15:44:21 | 0:01:03        | LINCOLN       | OCEAN       |
| 15-0007929      | 12/19/2015  | 10:58:32                     | 11:02:23 | 0:03:51        | 3RD           | GUADALUPE   |
| 15-0007930      | 12/19/2015  | 12:29:54                     | 12:33:04 | 0:03:10        | 5TH           | DOLORES     |
| <b>Subtotal</b> | <b>7</b>  | <b>Average Response Time</b> |          | <b>0:02:51</b> |               |             |
| <b>735</b>      | <b>Alarm system sounded due to malfunction</b>          |                              |          |                |               |             |
| 15-0008021      | 12/23/2015  | 8:35:19                      | 8:40:44  | 0:05:25        | * HATTON      |             |
| <b>Subtotal</b> | <b>1</b>  | <b>Average Response Time</b> |          | <b>0:05:25</b> |               |             |

| <b>740 Unintentional transmission of alarm, Other</b> |            |                              |         |                |         |       |
|---|------------|------------------------------|---------|----------------|---------|-------|
| 15-0008177  | 12/31/2015 | 9:52:31                      | 9:54:51 | 0:02:20        | DOLORES | OCEAN |
| <b>Subtotal</b>                                       | <b>1</b>   | <b>Average Response Time</b> |         | <b>0:02:20</b> |         |       |

| <b>743 Smoke detector activation, no fire - unintentional</b> |            |                              |          |                |        |            |
|---|------------|------------------------------|----------|----------------|--------|------------|
| 15-0008115  | 12/27/2015 | 21:34:50                     | 21:36:27 | 0:01:37        | 6TH    | SAN CARLOS |
| 15-0008126  | 12/28/2015 | 11:53:26                     | 11:58:02 | 0:04:36        | LADERA |            |
| 15-0008188  | 12/31/2015 | 22:55:55                     | 22:57:15 | 0:01:20        | 8TH    | CASANOVA   |
| <b>Subtotal</b>   | <b>3</b>   | <b>Average Response Time</b> |          | <b>0:02:31</b> |        |            |

| <b>744 Detector activation, no fire - unintentional</b> |            |                              |          |                |           |          |
|---|------------|------------------------------|----------|----------------|-----------|----------|
| 15-0007568  | 12/4/2015  | 13:40:11                     | 13:43:08 | 0:02:57        | 7TH       | JUNIPERO |
| 15-0007728  | 12/10/2015 | 16:14:53                     | 16:17:47 | 0:02:54        | RIDGEWOOD |          |
| <b>Subtotal</b>   | <b>2</b>   | <b>Average Response Time</b> |          | <b>0:02:55</b> |           |          |

| <b>745 Alarm system activation, no fire - unintentional</b> |            |                              |          |                |         |             |
|---|------------|------------------------------|----------|----------------|---------|-------------|
| 15-0007590  | 12/5/2015  | 11:07:01                     | 11:09:59 | 0:02:58        | LINCOLN | OCEAN       |
| 15-0007603  | 12/5/2015  | 16:21:57                     | 16:24:13 | 0:02:16        | 8TH     | MONTE VERDE |
| 15-0007867  | 12/16/2015 | 14:35:58                     | 14:39:50 | 0:03:52        | 7TH     | SAN ANTONIO |
| 15-0008065  | 12/25/2015 | 15:38:42                     | 15:42:08 | 0:03:26        | CARMELO | OCEAN       |
| <b>Subtotal</b>   | <b>4</b>   | <b>Average Response Time</b> |          | <b>0:03:08</b> |         |             |

**TOTAL**      **84**      **TOTAL AVERAGE RESPONSE TIME**      **0:02:56**

\* Over 5 minute responses:

- 15-0008127      Code 2 response, non emergency.
- 15-0007600      Code 2 response, non emergency.
- 15-0008030      Code 2 response, non emergency.
- 15-0007856      Code 2 response, non emergency.
- 15-0008021      Code 2 response, non emergency.



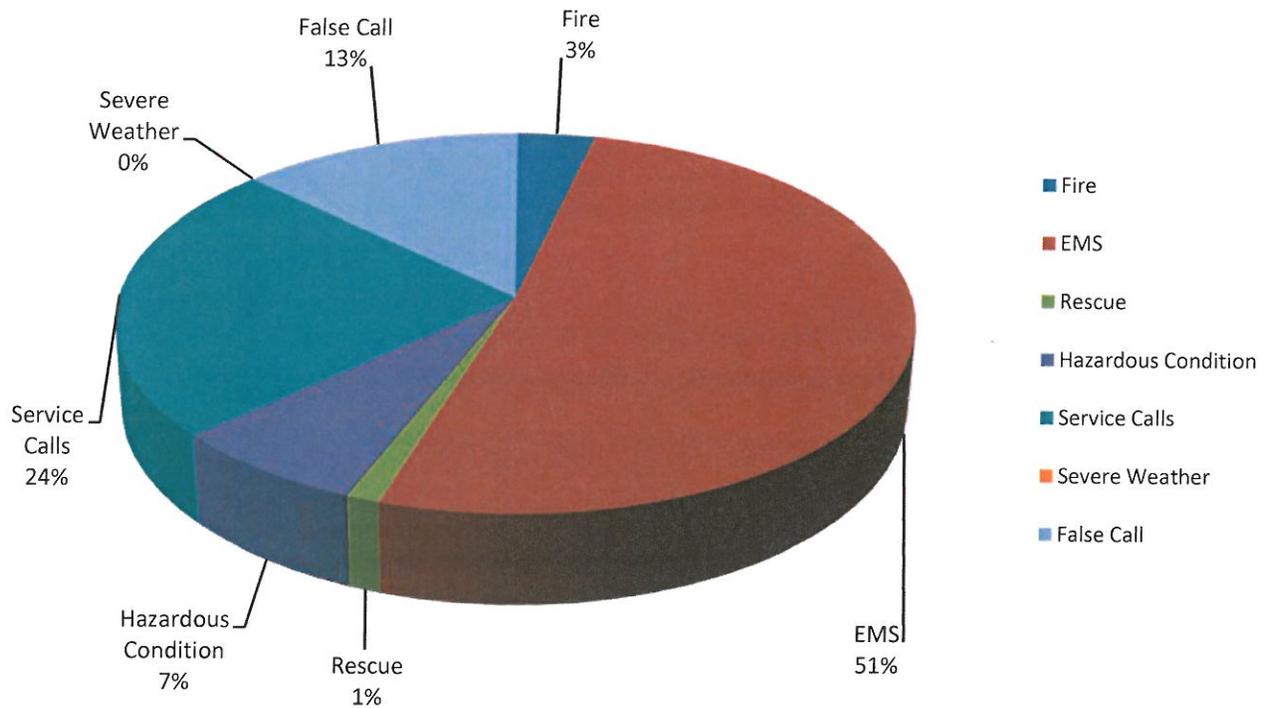
CITY OF MONTEREY - FIRE DEPARTMENT  
 DECEMBER 2015  
 CARMEL-BY-THE-SEA



Response Summary Report by Incident Type

| Type of Call        | Number | Average Response Time |
|---------------------|--------|-----------------------|
| Fire                | 3      | 2:50                  |
| EMS                 | 43     | 2:38                  |
| Rescue              | 1      | 2:46                  |
| Hazardous Condition | 6      | 3:08                  |
| Service Calls       | 20     | 3:30                  |
| Severe Weather      | 0      | 0:00                  |
| False Call          | 11     | 3:04                  |

Total Responses 84 2:56



Total Code 3 Calls: 62

Response Times for Code 3 Calls ≤ 5 minutes: 100%



RESPONSE SUMMARY REPORT BY DISTRICT  
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE



Alarm Dates: 12/01/2015 to 12/31/2015

| CITY OF CARMEL-BY-THE-SEA -- RESPONSES BY DISTRICT |            |             |             |          |                         |
|--|------------|-------------|-------------|----------|-------------------------|
| INCIDENT   | DATE       | ALARM       | ARRIVAL     | RESPONSE | STREET                  |
| <b>ALL CALLS FOR CARMEL</b>                        |            |             |             |          |                         |
| 1500001258   | 12/1/2015  | 1:27:47 AM  | 1:31:04 AM  | 0:03:17  | MISSION / OCEAN         |
| 1500001260   | 12/2/2015  | 4:56:15 AM  | 4:59:16 AM  | 0:03:01  | SAN CARLOS ST/7TH AV    |
| 1500001265   | 12/3/2015  | 2:35:41 PM  | 2:40:13 PM  | 0:04:32  | SANTA LUCIA AV/RIO RD   |
| 1500001266   | 12/3/2015  | 2:51:28 PM  | 2:53:07 PM  | 0:01:39  | CAMINO REAL ST/OCEAN AV |
| 1500001267   | 12/3/2015  | 4:09:55 PM  | 4:12:23 PM  | 0:02:28  | 13TH AV/MONTE VERDE ST  |
| 1500001268   | 12/3/2015  | 8:17:01 PM  | 8:19:20 PM  | 0:02:19  | MONTE VERDE ST/8TH AV   |
| 1500001269   | 12/3/2015  | 9:21:21 PM  | 9:23:44 PM  | 0:02:23  | 3RD AV/DOLORES ST       |
| 1500001270   | 12/4/2015  | 1:40:11 PM  | 1:43:08 PM  | 0:02:57  | JUNIPERO AV/7TH AV      |
| 1500001271   | 12/4/2015  | 3:59:28 PM  | 4:01:13 PM  | 0:01:45  | DOLORES ST/5TH AV       |
| 1500001273   | 12/5/2015  | 11:07:01 AM | 11:10:13 AM | 0:03:12  | OCEAN AV/MONTE VERDE ST |
| 1500001274   | 12/5/2015  | 3:04:52 PM  | 3:10:50 PM  | 0:05:58  | SAN CARLOS ST/ALTA AV   |
| 1500001275   | 12/5/2015  | 4:21:57 PM  | 4:23:59 PM  | 0:02:02  | MONTE VERDE ST/8TH AV   |
| 1500001276   | 12/5/2015  | 7:43:47 PM  | 7:47:29 PM  | 0:03:42  | 3080 RIO RD             |
| 1500001277   | 12/6/2015  | 7:33:02 AM  | 7:36:14 AM  | 0:03:12  | CAMINO REAL ST/10TH AV  |
| 1500001279   | 12/6/2015  | 3:50:14 PM  | 3:51:45 PM  | 0:01:31  | OCEAN AV/DOLORES ST     |
| 1500001282   | 12/7/2015  | 10:14:36 AM | 10:15:52 AM | 0:01:16  | 7TH AV/SAN CARLOS ST    |
| 1500001283   | 12/7/2015  | 2:25:05 PM  | 2:29:21 PM  | 0:04:16  | SAN CARLOS ST/7TH AV    |
| 1500001284   | 12/7/2015  | 3:54:35 PM  | 3:59:29 PM  | 0:04:54  | LINCOLN ST/10TH AV      |
| 1500001285   | 12/7/2015  | 6:31:00 PM  | 6:33:00 PM  | 0:02:00  | OCEAN AT CASANOVA       |
| 1500001286   | 12/7/2015  | 10:15:28 PM | 10:19:20 PM | 0:03:52  | SANTA FE ST/8TH AV      |
| 1500001287   | 12/8/2015  | 3:54:26 PM  | 3:57:34 PM  | 0:03:08  | DOLORES ST/12TH AV      |
| 1500001288   | 12/9/2015  | 10:06:44 AM | 10:10:00 AM | 0:03:16  | HWY 1/CANYON DEL REY BL |
| 1500001289   | 12/9/2015  | 12:04:57 PM | 12:08:31 PM | 0:03:34  | 3080 RIO ROAD           |
| 1500001290   | 12/9/2015  | 1:30:05 PM  | 1:32:52 PM  | 0:02:47  | SANTA FE ST/8TH AV      |
| 1500001291   | 12/9/2015  | 8:53:21 PM  | 8:55:47 PM  | 0:02:26  | LINCOLN ST/8TH AV       |
| 1500001292   | 12/10/2015 | 9:42:16 AM  | 9:45:34 AM  | 0:03:18  | SANTA FE ST/5TH AV      |
| 1500001293   | 12/10/2015 | 10:44:27 AM | 10:46:39 AM | 0:02:12  | SANTA FE ST/2ND AV      |
| 1500001295   | 12/10/2015 | 3:58:22 PM  | 4:00:52 PM  | 0:02:30  | LINCOLN ST/7TH AV       |
| 1500001300   | 12/11/2015 | 11:04:15 PM | 11:08:04 PM | 0:03:49  | LOPEZ AV/2ND AV         |
| 1500001301   | 12/11/2015 | 11:44:14 PM | 11:47:21 PM | 0:03:07  | 2ND AV/MONTE VERDE ST   |
| 1500001304   | 12/13/2015 | 3:43:18 PM  | 3:44:30 PM  | 0:01:12  | OCEAN AV/LINCOLN ST     |
| 1500001309   | 12/14/2015 | 3:13:31 PM  | 3:22:01 PM  | 0:08:30  | HWY 1/CARMEL RIVER      |
| 1500001311   | 12/15/2015 | 10:50:20 AM | 10:51:20 AM | 0:01:00  | 5TH AV/MISSION ST       |
| 1500001314   | 12/16/2015 | 4:21:40 AM  | 4:27:44 AM  | 0:06:04  | CAMINO REAL ST/4TH AV   |
| 1500001318   | 12/16/2015 | 1:58:48 PM  | 2:03:22 PM  | 0:04:34  | SANTE FE/8TH            |
| 1500001319   | 12/16/2015 | 5:43:52 PM  | 5:48:31 PM  | 0:04:39  | DOLORES ST/5TH AV       |
| 1500001322   | 12/17/2015 | 1:14:42 PM  | 1:17:12 PM  | 0:02:30  | DOLORES/4TH             |

| INCIDENT        | DATE       | ALARM       | ARRIVAL                      | RESPONSE       | STREET                         |
|-----------------|------------|-------------|------------------------------|----------------|--------------------------------|
| 1500001323      | 12/17/2015 | 1:15:57 PM  | 1:17:21 PM                   | 0:01:24        | CARPENTER/HWY 1                |
| 1500001325      | 12/18/2015 | 9:46:10 AM  | 9:48:12 AM                   | 0:02:02        | MONTE VERDE ST/5TH AV          |
| 1500001326      | 12/18/2015 | 10:54:36 AM | 10:55:09 AM                  | 0:00:33        | SANTA FE ST/2ND AV             |
| 1500001329      | 12/18/2015 | 4:07:32 PM  | 4:08:18 PM                   | 0:00:46        | 7TH AV/SAN CARLOS ST           |
| 1500001330      | 12/18/2015 | 7:16:25 PM  | 7:20:29 PM                   | 0:04:04        | LINCOLN ST/SANTA LUCIA AV      |
| 1500001331      | 12/18/2015 | 7:54:51 PM  | 7:58:02 PM                   | 0:03:11        | SANTA FE ST/8TH AV             |
| 1500001336      | 12/19/2015 | 7:31:16 AM  | 7:35:32 AM                   | 0:04:16        | N CAMINO REAL/2ND AV           |
| 1500001338      | 12/19/2015 | 4:23:41 PM  | 4:28:14 PM                   | 0:04:33        | 5TH AV/MONTE VERDE ST          |
| 1500001339      | 12/20/2015 | 11:04:00 AM | 11:06:00 AM                  | 0:02:00        | TORRES 4 S/E OF MOUTNATIN VIEW |
| 1500001340      | 12/20/2015 | 5:06:09 PM  | 5:09:28 PM                   | 0:03:19        | TORRES ST/9TH AV               |
| 1500001341      | 12/20/2015 | 6:55:50 PM  | 6:56:32 PM                   | 0:00:42        | OCEAN AV/MONTE VERDE ST        |
| 1500001342      | 12/21/2015 | 8:22:27 AM  | 8:26:07 AM                   | 0:03:40        | CASANOVA ST/11TH AV            |
| 1500001343      | 12/21/2015 | 11:24:53 AM | 11:27:47 AM                  | 0:02:54        | OCEAN AV/MISSION ST            |
| 1500001353      | 12/21/2015 | 11:12:00 PM | 11:15:25 PM                  | 0:03:25        | LINCOLN/7TH                    |
| 1500001354      | 12/23/2015 | 7:02:36 AM  | 7:04:51 AM                   | 0:02:15        | SAN CARLOS ST/5TH AV           |
| 1500001357      | 12/24/2015 | 9:48:00 AM  | 9:51:31 AM                   | 0:03:31        | LINCOLN ST/7TH AV              |
| 1500001359      | 12/24/2015 | 8:46:10 PM  | 8:47:44 PM                   | 0:01:34        | JUNIPERO AV/4TH AV             |
| 1500001361      | 12/25/2015 | 12:03:45 PM | 12:05:40 PM                  | 0:01:55        | MISSION/4TH                    |
| 1500001362      | 12/25/2015 | 3:38:42 PM  | 3:42:08 PM                   | 0:03:26        | CARMELO ST/OCEAN AV            |
| 1500001363      | 12/25/2015 | 5:23:00 PM  | 5:26:01 PM                   | 0:03:01        | CASANOVA ST/OCEAN AV           |
| 1500001365      | 12/26/2015 | 9:13:03 AM  | 9:16:29 AM                   | 0:03:26        | SANTA FE ST/8TH AV             |
| 1500001367      | 12/26/2015 | 5:41:13 PM  | 5:43:00 PM                   | 0:01:47        | SANTA FE ST/8TH AV             |
| 1500001369      | 12/27/2015 | 12:41:46 PM | 12:43:52 PM                  | 0:02:06        | LINCOLN ST/10TH AV             |
| 1500001371      | 12/27/2015 | 9:39:44 PM  | 9:42:19 PM                   | 0:02:35        | FOREST RD/7TH AV               |
| 1500001372      | 12/28/2015 | 7:24:10 AM  | 7:27:26 AM                   | 0:03:16        | LINCOLN ST/10TH AV             |
| 1500001374      | 12/28/2015 | 11:53:26 AM | 11:58:02 AM                  | 0:04:36        | 26095 LADERA DR                |
| 1500001375      | 12/28/2015 | 12:00:46 PM | 12:08:04 PM                  | 0:07:18        | 5TH AV/LINCOLN ST              |
| 1500001378      | 12/29/2015 | 11:51:41 AM | 11:54:38 AM                  | 0:02:57        | OCEAN AV/SCENIC RD             |
| 1500001380      | 12/29/2015 | 8:35:59 PM  | 8:38:07 PM                   | 0:02:08        | DEL MAR AV/OCEAN AV            |
| 1500001382      | 12/30/2015 | 8:51:40 AM  | 8:57:41 AM                   | 0:06:01        | LINCOLN ST/10TH AV             |
| 1500001383      | 12/30/2015 | 9:59:47 AM  | 10:03:22 AM                  | 0:03:35        | 4TH AV/LINCOLN ST              |
| 1500001386      | 12/30/2015 | 6:19:49 PM  | 6:23:16 PM                   | 0:03:27        | JUNIPERO AV/8TH AV             |
| 1500001387      | 12/31/2015 | 12:28:32 AM | 12:32:59 AM                  | 0:04:27        | DOLORES ST/2ND AV              |
| 1500001388      | 12/31/2015 | 9:52:31 AM  | 9:54:52 AM                   | 0:02:21        | DOLORES/OCEAN                  |
| 1500001390      | 12/31/2015 | 4:24:10 PM  | 4:27:24 PM                   | 0:03:14        | GUADALUPE/7TH                  |
| <b>Subtotal</b> | <b>72</b>  |             | <b>Average Response Time</b> | <b>0:03:07</b> |                                |

| RESPONSES BY DISTRICT   |            |             |                              |                |                         |
|-------------------------|------------|-------------|------------------------------|----------------|-------------------------|
| INCIDENT                | DATE       | ALARM       | ARRIVAL                      | RESPONSE       | STREET                  |
| <b>Carmel Highlands</b> |            |             |                              |                |                         |
| 1500001307              | 12/14/2015 | 6:41:42 AM  | 6:55:47 AM                   | 0:14:05        | 145 BOYD WY             |
| 1500001346              | 12/22/2015 | 7:53:50 AM  | 8:04:59 AM                   | 0:11:09        | 2700 MAL PASO LN        |
| 1500001384              | 12/30/2015 | 11:26:56 AM | 11:33:30 AM                  | 0:06:34        | ROUTE 1 BOX 62          |
| <b>Subtotal</b>         | <b>3</b>   |             | <b>Average Response Time</b> | <b>0:10:36</b> | <b>Carmel Highlands</b> |

| INCIDENT            | DATE       | ALARM                        | ARRIVAL     | RESPONSE       | STREET                 |
|---------------------|------------|------------------------------|-------------|----------------|------------------------|
| <b>Cypress Fire</b> |            |                              |             |                |                        |
| 1500001259          | 12/1/2015  | 1:14:36 PM                   | 1:18:35 PM  | 0:03:59        | 5315 CARMEL VALLEY RD  |
| 1500001262          | 12/2/2015  | 2:01:25 PM                   | 2:05:05 PM  | 0:03:40        | 24825 SANTA FE         |
| 1500001261          | 12/2/2015  | 9:29:56 AM                   | 9:36:01 AM  | 0:06:05        | 86 HIGH MEADOW LANE    |
| 1500001263          | 12/3/2015  | 2:23:01 AM                   | 2:30:20 AM  | 0:07:19        | 3772 BARNYARD          |
| 1500001272          | 12/4/2015  | 10:08:36 PM                  | 10:14:19 PM | 0:05:43        | 3665 RIO RD            |
| 1500001278A         | 12/6/2015  | 12:09:36 PM                  | 12:15:20 PM | 0:05:44        | 4860 CARMEL VALLEY RD  |
| 1500001280          | 12/7/2015  | 12:04:18 AM                  | 12:08:42 AM | 0:04:24        | 26270 DOLORES ST       |
| 1500001298          | 12/11/2015 | 2:58:46 PM                   | 3:07:28 PM  | 0:08:42        | 155 HIGHLANDS DR       |
| 1500001299          | 12/11/2015 | 6:49:15 PM                   | 6:55:05 PM  | 0:05:50        | 25515 CANADA VALLEY DR |
| 1500001305          | 12/13/2015 | 5:49:55 PM                   | 5:56:28 PM  | 0:06:33        | 24325 SAN JUAN RD      |
| 1500001306          | 12/14/2015 | 12:23:03 AM                  | 12:29:06 AM | 0:06:03        | 3645 RIO RD            |
| 1500001310          | 12/14/2015 | 8:21:45 PM                   | 8:27:37 PM  | 0:05:52        | RIO ROAD/HWY 1         |
| 1500001312          | 12/15/2015 | 12:26:53 PM                  | 12:31:04 PM | 0:04:11        | 6 CROSSROADS MALL      |
| 1500001313          | 12/15/2015 | 6:09:11 PM                   | 6:15:05 PM  | 0:05:54        | 3631 THE BARNYARD      |
| 1500001316          | 12/16/2015 | 11:36:52 AM                  | 11:42:48 AM | 0:05:56        | 245 CROSSROADS BLV     |
| 1500001317          | 12/16/2015 | 12:53:03 PM                  | 1:02:08 PM  | 0:09:05        | 96 DEL MESA CARMEL     |
| 1500001321          | 12/17/2015 | 10:38:25 AM                  | 10:44:18 AM | 0:05:53        | 26245 CARMEL RANCHO    |
| 1500001324          | 12/17/2015 | 10:32:55 PM                  | 10:41:31 PM | 0:08:36        | 2975 RIBERA ROAD       |
| 1500001333          | 12/19/2015 | 1:26:18 AM                   | 1:29:58 AM  | 0:03:40        | 25758 MORSE DR         |
| 1500001335          | 12/19/2015 | 4:19:51 AM                   | 4:26:55 AM  | 0:07:04        | 26020 ROTUNDA DR       |
| 1500001347          | 12/22/2015 | 10:21:31 AM                  | 10:29:12 AM | 0:07:41        | 4000 RIO RD #83        |
| 1500001352          | 12/22/2015 | 7:31:53 PM                   | 7:36:20 PM  | 0:04:27        | 101 CROSSROADS BL      |
| 1500001358          | 12/24/2015 | 7:44:09 PM                   | 7:48:46 PM  | 0:04:37        | 26245 CARMEL RANCHO BL |
| 1500001360          | 12/25/2015 | 9:33:59 AM                   | 9:37:58 AM  | 0:03:59        | 26266 CAMINO REAL      |
| 1500001366          | 12/26/2015 | 2:47:12 PM                   | 2:52:47 PM  | 0:05:35        | HWY 1/OLIVER RD        |
| 1500001368          | 12/27/2015 | 12:03:41 PM                  | 12:09:42 PM | 0:06:01        | 3600 HIGH MEADOW DR    |
| 1500001377          | 12/28/2015 | 2:04:05 PM                   | 2:08:13 PM  | 0:04:08        | 25815 HATTON RD        |
| 1500001376          | 12/28/2015 | 1:38:36 PM                   | 1:43:52 PM  | 0:05:16        | 102 CROSSROADS BL      |
| 1500001373          | 12/28/2015 | 10:55:11 AM                  | 10:59:08 AM | 0:03:57        | 25635 MESA DR          |
| 1500001379          | 12/29/2015 | 5:28:16 PM                   | 5:30:11 PM  | 0:01:55        | 4000 RIO RD            |
| 1500001381          | 12/30/2015 | 7:36:17 AM                   | 7:43:47 AM  | 0:07:30        | 25334 CARMEL KNOLLS DR |
| 1500001389          | 12/31/2015 | 2:38:30 PM                   | 2:44:00 PM  | 0:05:30        | 3262 TAYLOR RD         |
| <b>Subtotal</b>     | <b>32</b>  | <b>Average Response Time</b> |             | <b>0:05:39</b> | <b>Cypress Fire</b>    |

**Mid Coast**

|                 |            |                              |             |                |                               |
|-----------------|------------|------------------------------|-------------|----------------|-------------------------------|
| 1500001294      | 12/10/2015 | 1:24:03 PM                   | 1:41:07 PM  | 0:17:04        | HIGHWAY 1 AND GARRAPATA CREEK |
| 1500001303      | 12/12/2015 | 3:24:20 PM                   | 3:38:19 PM  | 0:13:59        | 36700 HWY 1                   |
| 1500001337      | 12/19/2015 | 10:37:46 AM                  | 11:05:00 AM | 0:27:14        | 5951 GARRAPATOS RD            |
| 1500001344      | 12/21/2015 | 3:44:55 PM                   | 3:55:23 PM  | 0:10:28        | HWY 1/GARRAPATA CREEK         |
| <b>Subtotal</b> | <b>4</b>   | <b>Average Response Time</b> |             | <b>0:19:26</b> | <b>Mid Coast</b>              |

**Seaside/Sand City**

|            |            |             |             |         |                              |
|------------|------------|-------------|-------------|---------|------------------------------|
| 1500001308 | 12/14/2015 | 1:53:47 PM  | 1:59:00 PM  | 0:05:13 | DEL MONTE AND CANYON DEL REY |
| 1500001348 | 12/22/2015 | 12:56:06 PM | 12:56:09 PM | 0:00:03 | DEL MONTE AND CANYON DEL REY |
| 1500001349 | 12/22/2015 | 1:17:12 PM  | 1:17:17 PM  | 0:00:05 | DEL MONTE AND CANYON DEL REY |
| 1500001327 | 12/18/2015 | 2:36:42 PM  | 2:45:00 PM  | 0:08:18 | DEL MONTE AND CANYON DEL REY |
| 1500001332 | 12/19/2015 | 1:11:00 AM  | 1:17:00 AM  | 0:06:00 | DEL MONTE AND CANYON DEL REY |

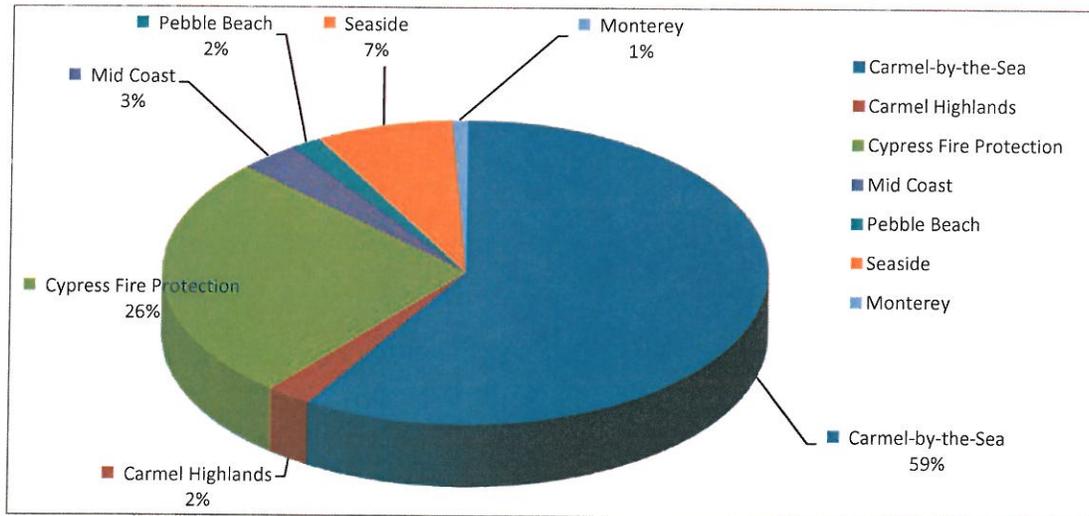
| INCIDENT               | DATE       | ALARM       | ARRIVAL                            | RESPONSE       | STREET                       |
|------------------------|------------|-------------|------------------------------------|----------------|------------------------------|
| 1500001334             | 12/19/2015 | 1:39:00 AM  | 1:45:00 AM                         | 0:06:00        | DEL MONTE AND CANYON DEL REY |
| 1500001351             | 12/22/2015 | 4:50:18 PM  | 4:55:34 PM                         | 0:05:16        | 2080 MARIPOSA ST             |
| 1500001328             | 12/18/2015 | 2:47:10 PM  | 2:51:06 PM                         | 0:03:56        | 801 TIOGA AV                 |
| 1500001345             | 12/21/2015 | 7:14:04 PM  | 7:25:00 PM                         | 0:10:56        | DEL MONTE AND CANYON DEL REY |
| <b>Subtotal</b>        | <b>9</b>   |             | <b>Average Response Time</b>       | <b>0:05:05</b> | <b>Seaside</b>               |
| <b>Monterey</b>        |            |             |                                    |                |                              |
| 1500001297             | 12/11/2015 | 7:39:53 AM  | 7:46:02 AM                         | 0:06:09        | 798 CASS ST                  |
| <b>Subtotal</b>        | <b>1</b>   |             | <b>Average Response Time</b>       | <b>0:06:09</b> | <b>Monterey</b>              |
| <b>Pebble Beach</b>    |            |             |                                    |                |                              |
| 1500001264             | 12/3/2015  | 12:19:37 PM | 12:31:30 PM                        | 0:11:53        | 2896 SLOAT RD                |
| 1500001320             | 12/16/2015 | 10:52:41 PM | 11:01:55 PM                        | 0:09:14        | 3274 STEVENSON DR            |
| <b>Subtotal</b>        | <b>2</b>   |             | <b>Average Response Time</b>       | <b>0:10:34</b> | <b>Pebble Beach</b>          |
| <b>TOTAL All CALLS</b> |            |             |                                    |                |                              |
|                        | <b>123</b> |             | <b>TOTAL AVERAGE RESPONSE TIME</b> | <b>0:04:40</b> | <b>ALL CALLS</b>             |

CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT  
DECEMBER 2015

Response Summary Report by District Type

| <u>District Response</u> | <u>Number</u> | <u>Average Response Time</u> |
|--------------------------|---------------|------------------------------|
| Carmel-by-the-Sea        | 72            | 0:03:07                      |
| Carmel Highlands         | 3             | 0:10:36                      |
| Cypress Fire Protection  | 32            | 0:05:39                      |
| Mid Coast                | 4             | 0:19:26                      |
| Pebble Beach             | 2             | 0:10:34                      |
| Seaside                  | 9             | 0:05:05                      |
| Monterey                 | 1             | 0:06:09                      |
| <b>Total Responses</b>   | <b>123</b>    | <b>0:04:40</b>               |

Percent of Carmel medical calls < 5min 100.00%



# CITY OF CARMEL-BY-THE-SEA POLICE DEPARTMENT

Post Office Box 600, Carmel, California 93921 Ph:831-624-6403 Fax:831-624-4296

## MEMORANDUM

**TO:** MICHAEL CALHOUN, INTERIM CITY ADMINISTRATOR  
**FROM:** PAUL TOMASI, POLICE COMMANDER  
**DATE:** 01/19/16  
**REF:** BEACH FIRE RESPONSE SUMMARY REPORT FOR DECEMBER

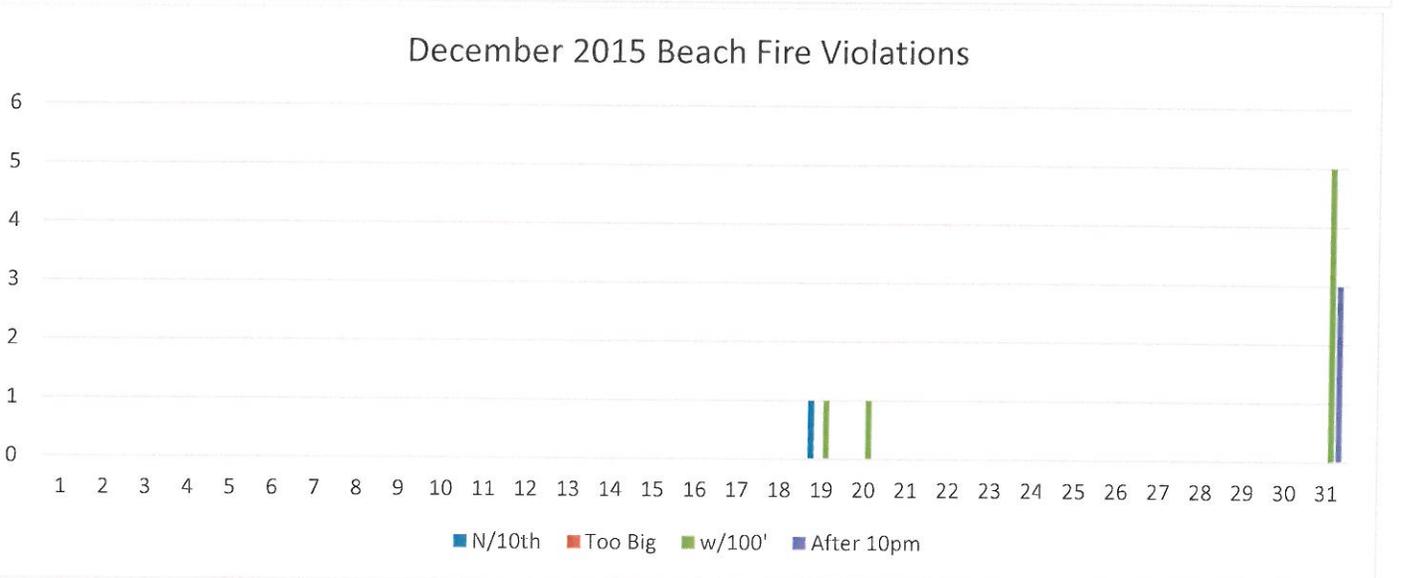
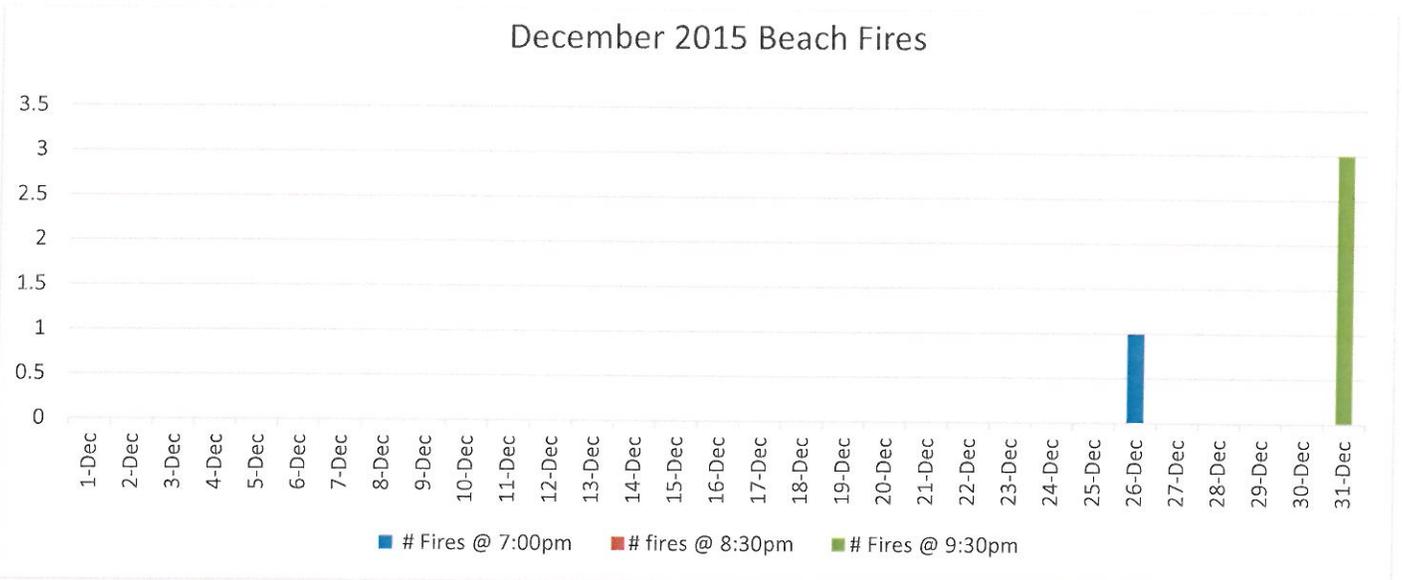
Beach Fire Report for December 2015

New Beach Emergency Ordinance started August 7<sup>th</sup> 2015.

Total Number of Fires recorded for the Month @ 7:30 pm (1); 8:30pm (0); 9:30pm (3)

December 2015 Beach Security stopped for winter. Patrol Officers will handle beach.

11 violations noted during the month (8) on New Years Eve



Carmel Police Department Public Records Act Requests

| Request No. | Request Date & Received By | Date & PSO Assigned | 10-Day Due Date | 14-Day Ext. Date | Date Completed by PSO | Date & Supervisor Approved | Requested By                     | Phone        | Info Requested              | Status  | Date & PSO Mailed |
|-------------|----------------------------|---------------------|-----------------|------------------|-----------------------|----------------------------|----------------------------------|--------------|-----------------------------|---|-------------------|
| 1           | 12/2 Roddick               | 12/3 Almario        | 12/10           |                  | 12/3 Almario          | 12/3 Almario               | Keypoint                         | 855-887-1883 | Records ck/Wallar           | No Record/faxed                                     | 12/3 Almario      |
| 2           | 12/2 Almario               | 12/3 Almario        | 12/12           |                  | 12/2 Almario          | 12/2 Almario               | Monterey County Sheriff          | 831324-0687  | Records ck/Garcia           | No Record/faxed                                     | 12/2 Almario      |
| 3           | 12/3 Almario               | 12/3 Almario        | 12/13           |                  | 12/3 Almario          | 12/3 Almario               | Monterey County Sheriff          | 831-324-0687 | Records CK/Masuen           | No Record/faxed                                     | 12/3 Almario      |
| 4           | 12/4 Roddick               | 12/4 Roddick        | 12/14           |                  | 12/4 Roddick          | 12/4 Almario               | Monterey County Sheriff          | 831-324-0687 | Records CK/Garcia           | No Record/faxed                                     | 12/4 Roddick      |
| 5           | 12/4 Almario               | 12/7 Almario        | 12/14           |                  | 12/7 Almario          | 12/7 Almario               | Monterey County Sheriff          | 831-755-3829 | Records CK/Downey           | No record/mailed                                    | 12/7 Almario      |
| 6           | 12/4 Almario               | 12/7 Almario        | 12/14           |                  | 12/7 Almario          | 12/7 Almario               | Monterey County Sheriff          | 831-755-3742 | Records CK/Lemos            | No Record/mailed                                    | 12/7 Almario      |
| 7           | 12/5 Webster               | 12/7 Almario        | 12/15           |                  | 12/7 Almario          | 12/7 Almario               | santa clara                      | 408-615-4885 | records ck/Watson           | No Record/mailed                                    | 12/7 Almario      |
| 8           | 12/5 Webster               | 12/7 Almario        | 12/15           |                  | 12/7 Almario          | 12/7 Almario               | us office personnel government   |              | records ck /alcaarez        | No record/mailed                                    | 12/7 Almario      |
| 9           | 12/5 Webster               | 12/7 Almario        | 12/15           |                  | 12/7 Almario          | 12/7 Almario               | us office personnel government   |              | records ck /Britt           | No Record/mailed                                    | 12/7 Almario      |
| 10          | 12/5 Webster               | 12/7 Almario        | 12/15           |                  | 12/7 Almario          | 12/7 Almario               | metropolitan reporting           |              | report/ CA1500706           | Report Mailed                                       | 12/7 Almario      |
| 11          | 12/6 Webster               | 12/7 Almario        | 12/16           |                  | 12/7 Almario          | 12/7 Almario               | debra miller resident            |              | copy of reports             | CG1400659/CC1501017, CC1500982, CG1500064(redacted) | 12/7 Almario      |
| 12          | 12/4 Almario               | 12/7 Almario        | 12/14           |                  | 12/7 Almario          | 12/7 Almario               | us office personnel government   |              | records ck/Penalafiel       | No record/mailed                                    | 12/7 Almario      |
| 13          | 12/4 Almario               | 12/7 Almario        | 12/14           |                  | 12/7 Almario          | 12/7 Almario               | Leslie Fenton for Mischa Helper  |              | CA1500623                   | Record emailed to Leslie Fenton                     | 12/7 Almario      |
| 14          | 12/7 Webster               | 12/7 Almario        | 12/17           |                  | 12/7 Almario          | 12/7 Almario               | Moco DDA                         |              | records ck/ Hunsaker        | No Record/faxed                                     | 12/7 Almario      |
| 15          | 12/7 Almario               | 12/7 Almario        | 12/17           |                  | 12/7 Almario          | 12/7 Almario               | Monterey County Sheriff          |              | records ck/Lopez, Gutierrez | no records on both Faxed response                   | 12/7 Almario      |
| 16          | 12/8 Webster               | 12/9 Almario        | 12/18           |                  | 12/9 Almario          | 12/9 Almario               | metropolitan reporting           |              | CA1500715                   | report mailed                                       | 12/9 Almario      |
| 18          | 12/8 Webster               | 12/9 Almario        | 12/18           |                  | 12/9 Almario          | 12/9 Almario               | MCSO Backgrounds                 |              | Records ck / Baker          | No Record/Faxed                                     | 12/9 Almario      |
| 19          | 12/9 Roddick               | 12/11 Almario       | 12/19           |                  | 12/11 Almario         | 12/11 Almario              | Brianna Slama                    |              | CA1500741                   | Mailed  | 12/11 Almario     |
| 20          | 12/9 Newton                | 12/10 Almario       | 12/19           |                  | 12/10 Almario         | 12/10 Almario              | Brian O'Lavin                    |              | CA1500740                   | Redacted Report released                            | 12/10 Almario     |
| 21          | 12/9 Newton                | 12/10 Almario       | 12/19           |                  | 12/10 Almario         | 12/10 Almario              | USOPM                            |              | records chk/orlov           | No Record/mailed                                    | 12/10 Almario     |
| 22          | 12/9 Newton                | 12/10 Almario       | 12/19           |                  | 12/10 Almario         | 12/10 Almario              | LexisNexis                       |              | CA1300305                   | Redacted Report mailed                              | 12/10 Almario     |
| 23          | 12/9 Newton                | 12/10 Almario       | 12/19           |                  | 12/10 Almario         | 12/10 Almario              | LexisNexis                       | 678-924-4900 | CA1500707                   | Report mailed                                       | 12/10 Almario     |
| 24          | 12/10 Roddick              | 12/14 Almario       | 12/20           |                  | 12/14 Almario         | 12/14 Almario              | Peggy Raker                      | 620-2825     | CA1500747                   | Report released                                     | 12/14 Almario     |
| 25          | 12/11 Almario              | 12/14 Almario       | 12/21           |                  | 12/14 Almario         | 12/14 Almario              | Michael Antonich Attorney at Law | 831-643-1064 | MVARS for C4 & C7 (SDT)     | No Record/Letter mailed                             | 12/14 Almario     |
| 26          | 12/11 Newton               | 12/14 Almario       | 12/21           |                  | 12/14 Almario         | 12/14 Almario              | MCSO/GCW                         |              | records chk/Parkins         | No Record/mailed                                    | 12/14 Almario     |
| 27          | 12/11 Newton               | 12/14 Almario       | 12/21           |                  | 12/14 Almario         | 12/14 Almario              | USOPM                            | 831-755-3829 | records ck/vargas           | No Record/mailed                                    | 12/14 Almario     |
| 28          | 12/12 Roddick              | 12/14 Almario       | 12/22           |                  | 12/14 Almario         | 12/14 Almario              | Monterey County Sheriff          |              | records ck/Martin           | No Record/mailed                                    | 12/14 Almario     |
| 29          | 12/11 Newton               | 12/14 Almario       | 12/21           |                  | 12/14 Almario         | 12/14 Almario              | USOPM                            |              | records ck/Woolbert         | No Record/mailed                                    | 12/14 Almario     |
| 30          | 12/14 Webster              | 12/15 Almario       | 12/24           |                  | 12/15 Almario         | 12/15 Almario              | LexisNexis                       |              | ca1500712 accident          | Report mailed                                       | 12/15 Almario     |
| 31          | 12/14 Webster              | 12/15 Almario       | 12/24           |                  | 12/15 Almario         | 12/15 Almario              | MCSO Backgrounds                 |              | cabaccang                   | No record/mailed                                    | 12/15 Almario     |
| 32          | 12/14 Webster              | 12/15 Almario       | 12/24           |                  | 12/15 Almario         | 12/15 Almario              | MCSO Backgrounds                 |              | amirez                      | No record/mailed                                    | 12/15 Almario     |
| 33          | 12/15 Almario              | 12/15 Almario       | 12/25           |                  | 12/15 Almario         | 12/15 Almario              | USOPM                            |              | records check/yeatman       | No Record/faxed                                     | 12/15 Almario     |
| 34          | 12/16 Newton               | 12/17 Almario       | 12/26           |                  | 12/17 Almario         | 12/17 Almario              | Lexis Nexis                      | 855-887-1883 | CA15-740                    | Redacted Report mailed                              | 12/17 Almario     |
| 35          | 12/16 Newton               | 12/17 Almario       | 12/26           |                  | 12/17 Almario         | 12/17 Almario              | Lexis Nexis                      | 678-924-4900 | CA15-741                    | Report mailed                                       | 12/17 Almario     |
| 36          | 12/16 Newton               | 12/17 Almario       | 12/26           |                  | 12/17 Almario         | 12/17 Almario              | USOPM                            | 678-924-4900 | CA15-701                    | Report mailed                                       | 12/17 Almario     |
| 37          | 12/16 Almario              | 12/17 Almario       | 12/26           |                  | 12/17 Almario         | 12/17 Almario              | USOPM                            |              | Records ck/Welimer          | No Record/faxed                                     | 12/17 Almario     |
| 38          | 12/17 Almario              | 12/17 Almario       | 12/27           |                  | 12/17 Almario         | 12/17 Almario              | Monterey County Regional Fire    |              | Records Ck/Hinds            | No Record/faxed                                     | 12/17 Almario     |
| 39          | 12/17 Almario              | 12/17 Almario       | 12/27           |                  | 12/17 Almario         | 12/17 Almario              | Monterey County Regional Fire    |              | Records Ck/King             | No Record/faxed                                     | 12/17 Almario     |
| 40          | 12/17 Almario              | 12/18 Almario       | 12/27           |                  | 12/18 Almario         | 12/18 Almario              | Chargeback Processing Center     |              | CG1500607                   | Report Denied/emailed                               | 12/18 Almario     |
| 41          | 12/17 Newton               | 12/18 Almario       | 12/27           |                  | 12/18 Almario         | 12/18 Almario              | MCSO-Hans Koch                   | 516-962-7986 | Records Ck/urquhart         | No Record/mailed                                    | 12/18 Almario     |
| 42          | 12/18 Almario              | 12/18 Almario       | 12/28           |                  | 12/18 Almario         | 12/18 Almario              | Monterey County Sheriff          | 755-3742     | Records Ck/Velazquez        | No Record/Faxed                                     | 12/18 Almario     |
| 43          | 12/18 Almario              | 12/18 Almario       | 12/28           |                  | 12/18 Almario         | 12/18 Almario              | Monterey County Sheriff          | 831-324-0687 | Records Ck/Quintero         | No Record/Faxed                                     | 12/18 Almario     |
| 44          | 12/18 Almario              | 12/18 Almario       | 12/28           |                  | 12/18 Almario         | 12/18 Almario              | Monterey County Sheriff          | 831-324-0687 | Records Ck/Castro           | No Record/Faxed                                     | 12/18 Almario     |
| 45          | 12/18 Almario              | 12/18 Almario       | 12/28           |                  | 12/18 Almario         | 12/18 Almario              | Monterey County Regional Fire    |              | Records Ck/Braasch          | No Record/Faxed                                     | 12/18 Almario     |
| 46          | 12/18 Newton               | 12/30 Webster       | 12/28           |                  | 12/30 Webster         | 12/30 Webster              | metropolitan reporting           | 800-245-6686 | OU: refer to CHP            | 3377 4th st 10-31-15                                | 12/30 Webster     |
| 47          | 12/18 Newton               | 12/18 Almario       | 12/28           |                  | 12/18 Almario         | 12/18 Almario              | MCSO                             | 755-3850     | records chk/ field          | no record/mailed                                    | 12/18 Almario     |
| 48          | 12/18 Newton               | 12/18 Almario       | 12/28           |                  | 12/30 Almario         | 12/30 Almario              | USOPM                            |              | records chk/dolan           | info given in regards to CG0800999                  | 12/30 Almario     |
| 49          | 12/18 Webster              | 12/18 Webster       | 12/18           |                  | 12/18                 | 12/18 Webster              | Cal VCP                          | 209-468-3639 | Report request              | faxed   | 12/18 Webster     |



Public Records Request Log December 2015

| Request Number | Request Date | 10-Day Due Date | 14 Day Extension Date | Status - Complete Pending | Completed Date | Requestor          | Information requested   | Notes     |
|----------------|--------------|-----------------|-----------------------|---------------------------|----------------|--------------------|---|-----------|
| 2015-143       | 12/1/15      | 12/11/15        |                       | Completed                 | 12/8/15        | Mischa Helper      | Documents related to tree at Mission & 7th  | PW/F&B/PD |
| 2015-144       | 12/2/15      | 12/12/15        |                       | Completed                 | 12/2/15        | Paterson           | Stedman letter to Mayor Burnett   |           |
| 2015-145       | 12/7/15      | 12/17/15        |                       | Completed                 | 12/15/15       | Schley - Pine Cone | Correspondence bt. Staff/Council and Stedman/MBUAPCD Oct. 15-Dec. 7                 |           |
| 2015-146       | 12/26/15     | 1/5/16          |                       | Completed                 | 1/5/16         | Schley - Pine Cone | Requests for reimbursement from Mayor and Council from July 1, 2015 to current date | Mike C.   |
|                |              |                 |                       |                           |                |                    |   |           |
|                |              |                 |                       |                           |                |                    |   |           |
|                |              |                 |                       |                           |                |                    |   |           |
|                |              |                 |                       |                           |                |                    |   |           |
|                |              |                 |                       |                           |                |                    |   |           |
|                |              |                 |                       |                           |                |                    |   |           |

## FORESTER REPORT - DECEMBER 2015

### CITY ACTIVITIES

|                 | Upper Canopy | Lower Canopy | Dec. total | 2015 to date | 2014 |
|-----------------|--------------|--------------|------------|--------------|------|
| <b>Removals</b> | 9            | 1            | 10         | 162          | 142  |
| <b>Planting</b> | 23           | 18           | 5          | 123          | 39   |

|                        |     |
|------------------------|-----|
| Trees watered by staff | 192 |
|------------------------|-----|

### PRIVATE ACTIVITIES

|                 | Permits issued | Upper canopy | Lower canopy | Dec. total | 2015 to date | 2014 |
|-----------------|----------------|--------------|--------------|------------|--------------|------|
| <b>Removals</b> | 9              | 5            | 7            | 12         | 123          | 114  |
| <b>Planting</b> | 5              | 1            | 5            | 6          | 43           | 49   |
| <b>Pruning</b>  | 1              | 1            | 0            | 1          | 24           | 20   |

### CONSTRUCTION ACTIVITIES

|          | Permits issued | Upper canopy | Lower canopy | Dec. total | 2015 to date | 2014 |
|----------|----------------|--------------|--------------|------------|--------------|------|
| Removals | 1              | 0            | 2            | 2          | 14           | 15   |
| Pruning  | 0              | 0            | 0            | 0          |              |      |
| Planting | 1              | 0            | 1            | 1          | 8            | 9    |

#### December notes:

Continued with city-wide tree planting.

Continued with pre-winter storm preparations and repairs to the Scenic pathway infrastructure.

Staff removal of several dead trees in the community and arranging for contractor in January.



# CITY OF CARMEL-BY-THE-SEA

February 2, 2016

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Paul Wood, Finance Manager  
**SUBJECT:** City Treasurer's Report

|                               |      |
|-------------------------------|------|
| <b>AMOUNT OF EXPENDITURE</b>  | \$ 0 |
| <b>AMOUNT BUDGETED</b>        | \$ 0 |
| <b>APPROPRIATION REQUIRED</b> | \$ 0 |

## RECOMMENDATION

Receive the report

## SUMMARY

City Treasurer David Sandys presents the following:  
Cash & Investments Report  
Overview of Investment Returns

## PRIOR CITY COUNCIL ACTION

Received report

## ATTACHMENTS

1. Cash & Investments Report

# City of Carmel-by-the-Sea

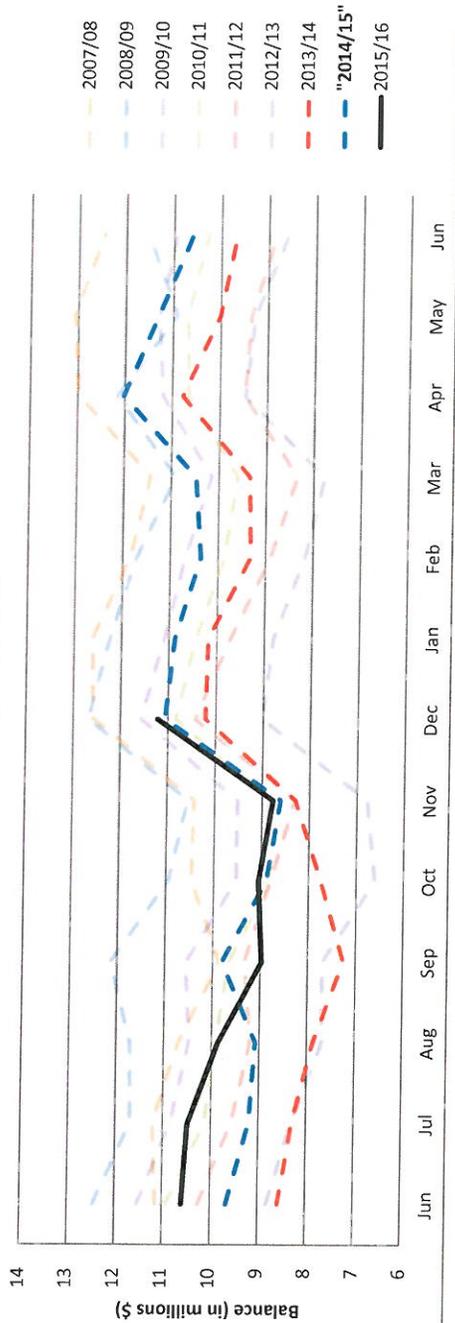
Statement of Cash and Investments

12/31/2015

| Cash                                     | Yield  | Institution | @ 11/30/2015           | Dr.                    | Cr.                    | @ 12/31/2015           |
|--|--------|-------------|------------------------|------------------------|------------------------|------------------------|
| General Checking                         |        | Wells Fargo | \$ 815,755.41          | \$ 4,512,554.57        | \$ 2,082,914.12        | \$ 3,245,395.86        |
| Ambulance Checking                       |        | Wells Fargo | \$ 575,120.27          | 44,867.98              |                        | \$ 619,988.25          |
| Ambulance Checking (CRFA)                |        | Union Bank  | \$ 36,173.09           |                        |                        | \$ 36,173.09           |
| Ambulance Savings (CRFA)                 |        | Union Bank  | \$ 40,522.26           | 3.44                   |                        | \$ 40,525.70           |
| Section 125 Flex Checking                |        | Wells Fargo | \$ 74,708.46           | 3,770.01               |                        | \$ 78,478.47           |
| Workers' Compensation Checking           |        | Wells Fargo | \$ 182,088.94          |                        | 25,769.91              | \$ 156,319.03          |
| LAIF                                     | 0.400% | LAIF        | \$ 4,567,585.69        |                        |                        | \$ 4,567,585.69        |
| Wells Fargo Securities Money Market Acct |        | Wells Fargo | \$ 288,265.46          | 9.75                   |                        | \$ 288,275.21          |
| TVI Money Market Acct                    |        | TVI         | \$ 279,307.24          | 235.37                 |                        | \$ 279,542.61          |
| Bond Reserve                             |        | Union Bank  | \$ 400,014.50          | 0.90                   |                        | \$ 400,015.40          |
|  |        |             | <b>\$ 7,259,541.32</b> | <b>\$ 4,561,442.02</b> | <b>\$ 2,108,684.03</b> | <b>\$ 9,712,299.31</b> |

| Investments                                      | Yield | Maturity   | Purchase Value      | Market Value        |
|--|-------|------------|---------------------|---------------------|
| Cert of Deposit - Sallie Mae Bk, Murray, UT      | 1.35% | 10/17/2016 | \$ 250,000          | \$ 251,126          |
| Cert of Deposit - Discover Bk, Greenwood, DE     | 1.20% | 10/17/2016 | \$ 250,000          | \$ 251,147          |
| Cert of Deposit - BMW Bank                       | 1.25% | 11/2/2016  | \$ 248,000          | \$ 248,841          |
| Cert of Deposit - Firstbank Puerto Rico          | 1.15% | 11/2/2016  | \$ 249,000          | \$ 249,645          |
| Cert of Deposit - Everbank                       | 0.90% | 11/2/2016  | \$ 248,000          | \$ 248,139          |
| Cert of Deposit - Goldman Sachs Bk, New York, NY | 1.55% | 10/17/2017 | \$ 250,000          | \$ 250,752          |
|  |       |            | <b>\$ 1,495,000</b> | <b>\$ 1,499,650</b> |

### Carmel-by-the-Sea Total Cash & Investments - Monthly Balances FY07/08 to Present



| Combined Cash & Inv | 2015/16    |            |            |            |            |            |            |            |            |            |            |            |            |
|---------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
|                     | Jun        | Jul        | Aug        | Sep        | Oct        | Nov        | Dec        | Jan        | Feb        | Mar        | Apr        | May        | Jun        |
| 2015/16             | 10,589,739 | 10,473,529 | 9,856,640  | 8,961,105  | 9,046,838  | 8,754,541  | 11,207,299 | 10,878,284 | 10,351,799 | 10,474,294 | 12,023,214 | 11,292,804 | 10,589,739 |
| 2014/15             | 9,671,754  | 9,200,451  | 9,085,748  | 9,806,455  | 8,889,874  | 8,611,874  | 11,054,920 | 10,178,847 | 9,314,915  | 9,348,476  | 10,784,489 | 10,006,551 | 9,671,754  |
| 2013/14             | 8,584,539  | 8,298,949  | 7,879,228  | 7,254,219  | 7,744,647  | 8,303,051  | 10,224,338 | 8,809,197  | 8,168,739  | 7,760,949  | 9,465,341  | 9,265,046  | 8,584,539  |
| 2012/13             | 8,828,311  | 8,322,265  | 7,691,079  | 7,692,321  | 6,608,566  | 6,782,117  | 9,010,649  | 9,713,203  | 8,895,904  | 8,343,155  | 9,471,082  | 9,349,956  | 8,828,311  |
| 2011/12             | 10,261,276 | 9,581,440  | 9,198,460  | 9,336,003  | 8,805,107  | 8,309,314  | 10,435,482 | 10,430,439 | 9,860,495  | 9,598,671  | 10,648,922 | 10,684,770 | 10,261,276 |
| 2010/11             | 10,925,553 | 10,135,273 | 9,921,312  | 9,661,764  | 8,804,952  | 8,863,841  | 10,838,669 | 11,000,491 | 10,683,138 | 10,152,843 | 11,201,805 | 11,280,821 | 10,925,553 |
| 2009/10             | 11,537,721 | 10,855,237 | 10,484,028 | 10,564,358 | 9,528,547  | 9,522,714  | 11,577,768 | 12,246,034 | 11,709,722 | 10,904,872 | 12,158,656 | 10,904,872 | 11,537,721 |
| 2008/09             | 12,458,777 | 11,692,483 | 11,713,062 | 12,142,023 | 10,951,314 | 10,565,710 | 12,678,333 | 12,246,034 | 11,709,722 | 10,904,872 | 12,158,656 | 10,904,872 | 11,537,721 |
| 2007/08             | 11,148,657 | 11,223,334 | 10,702,966 | 9,858,635  | 10,471,238 | 10,438,041 | 12,580,212 | 12,613,174 | 11,840,611 | 11,439,573 | 12,968,316 | 13,068,546 | 12,458,777 |

| Investments | 2015/16   |           |           |           |           |           |           |           |           |           |           |           |           |
|-------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|             | Jun       | Jul       | Aug       | Sep       | Oct       | Nov       | Dec       | Jan       | Feb       | Mar       | Apr       | May       | Jun       |
| 2015/16     | 1,993,183 | 1,495,000 | 1,495,000 | 1,745,000 | 1,495,000 | 1,495,000 | 1,495,000 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 |
| 2014/15     | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 |
| 2013/14     | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 |
| 2012/13     | -         | -         | -         | -         | 750,000   | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 | 1,993,183 |

| Cash only | 2015/16   |           |           |           |           |           |           |           |           |           |            |           |           |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|-----------|-----------|
|           | Jun       | Jul       | Aug       | Sep       | Oct       | Nov       | Dec       | Jan       | Feb       | Mar       | Apr        | May       | Jun       |
| 2015/16   | 8,596,556 | 8,978,529 | 8,361,640 | 7,216,105 | 7,551,838 | 7,259,541 | 9,712,299 | 8,885,101 | 8,358,616 | 8,481,111 | 10,030,031 | 9,299,621 | 8,596,556 |
| 2014/15   | 7,678,571 | 7,207,268 | 7,092,565 | 7,813,272 | 6,896,691 | 6,618,691 | 9,061,737 | 8,185,663 | 7,321,732 | 7,355,293 | 8,791,306  | 8,013,368 | 7,678,571 |
| 2013/14   | 6,591,356 | 6,305,766 | 5,886,045 | 5,261,036 | 5,751,464 | 6,309,868 | 8,231,155 | 8,185,663 | 7,321,732 | 7,355,293 | 8,791,306  | 8,013,368 | 7,678,571 |
| 2012/13   | 8,828,311 | 8,322,265 | 7,691,079 | 7,692,321 | 5,858,566 | 4,788,934 | 7,017,466 | 6,816,014 | 6,175,556 | 5,767,766 | 7,472,158  | 7,271,863 | 6,591,356 |

## PMIA Average Monthly Effective Yields

|      | Jan    | Feb    | Mar    | Apr    | May    | Jun    | Jul   | Aug   | Sep    | Oct    | Nov    | Dec    |
|------|--------|--------|--------|--------|--------|--------|-------|-------|--------|--------|--------|--------|
| 1985 | 10.579 | 10.289 | 9.743  | 10.025 | 10.18  | 9.743  | 9.656 | 9.417 | 9.572  | 9.482  | 9.488  | 9.371  |
| 1986 | 9.252  | 9.09   | 8.225  | 8.621  | 8.369  | 8.225  | 8.141 | 7.844 | 7.512  | 7.586  | 7.432  | 7.439  |
| 1987 | 7.365  | 7.157  | 7.289  | 7.044  | 7.294  | 7.289  | 7.464 | 7.562 | 7.712  | 7.825  | 8.121  | 8.071  |
| 1988 | 8.078  | 8.05   | 7.929  | 7.94   | 7.815  | 7.929  | 8.089 | 8.245 | 8.341  | 8.397  | 8.467  | 8.563  |
| 1989 | 8.698  | 8.77   | 9.204  | 8.992  | 9.227  | 9.204  | 9.056 | 8.833 | 8.801  | 8.771  | 8.685  | 8.645  |
| 1990 | 8.571  | 8.538  | 8.538  | 8.497  | 8.531  | 8.538  | 8.517 | 8.382 | 8.333  | 8.321  | 8.269  | 8.279  |
| 1991 | 8.164  | 8.002  | 7.169  | 7.666  | 7.374  | 7.169  | 7.098 | 7.072 | 6.859  | 6.719  | 6.591  | 6.318  |
| 1992 | 6.122  | 5.863  | 5.323  | 5.692  | 5.379  | 5.323  | 5.235 | 4.958 | 4.76   | 4.73   | 4.659  | 4.647  |
| 1993 | 4.678  | 4.649  | 4.554  | 4.605  | 4.427  | 4.554  | 4.438 | 4.472 | 4.43   | 4.38   | 4.365  | 4.384  |
| 1994 | 4.359  | 4.176  | 4.248  | 4.333  | 4.434  | 4.623  | 4.823 | 4.989 | 5.106  | 5.243  | 5.38   | 5.528  |
| 1995 | 5.612  | 5.779  | 5.934  | 5.96   | 6.008  | 5.997  | 5.972 | 5.91  | 5.832  | 5.784  | 5.805  | 5.748  |
| 1996 | 5.698  | 5.643  | 5.557  | 5.538  | 5.502  | 5.548  | 5.587 | 5.566 | 5.601  | 5.601  | 5.599  | 5.574  |
| 1997 | 5.583  | 5.575  | 5.58   | 5.612  | 5.634  | 5.667  | 5.679 | 5.69  | 5.707  | 5.705  | 5.715  | 5.744  |
| 1998 | 5.742  | 5.72   | 5.68   | 5.672  | 5.673  | 5.671  | 5.652 | 5.652 | 5.639  | 5.557  | 5.492  | 5.374  |
| 1999 | 5.265  | 5.21   | 5.136  | 5.119  | 5.086  | 5.095  | 5.178 | 5.225 | 5.274  | 5.391  | 5.484  | 5.639  |
| 2000 | 5.76   | 5.824  | 5.851  | 6.014  | 6.19   | 6.349  | 6.443 | 6.505 | 6.502  | 6.517  | 6.538  | 6.535  |
| 2001 | 6.372  | 6.169  | 5.976  | 5.76   | 5.328  | 4.958  | 4.635 | 4.502 | 4.288  | 3.785  | 3.526  | 3.261  |
| 2002 | 3.068  | 2.967  | 2.861  | 2.845  | 2.74   | 2.687  | 2.714 | 2.594 | 2.604  | 2.487  | 2.301  | 2.201  |
| 2003 | 2.103  | 1.945  | 1.904  | 1.858  | 1.769  | 1.697  | 1.653 | 1.632 | 1.635  | 1.596  | 1.572  | 1.545  |
| 2004 | 1.528  | 1.44   | 1.474  | 1.445  | 1.426  | 1.469  | 1.604 | 1.672 | 1.771  | 1.89   | 2.003  | 2.134  |
| 2005 | 2.264  | 2.368  | 2.542  | 2.724  | 2.856  | 2.967  | 3.083 | 3.179 | 3.324  | 3.458  | 3.636  | 3.808  |
| 2006 | 3.955  | 4.043  | 4.142  | 4.305  | 4.563  | 4.7    | 4.849 | 4.946 | 5.023  | 5.098  | 5.125  | 5.129  |
| 2007 | 5.156  | 5.181  | 5.214  | 5.222  | 5.248  | 5.25   | 5.255 | 5.253 | 5.231  | 5.137  | 4.962  | 4.801  |
| 2008 | 4.62   | 4.161  | 3.777  | 3.4    | 3.072  | 2.894  | 2.787 | 2.779 | 2.774  | 2.709  | 2.568  | 2.353  |
| 2009 | 2.046  | 1.869  | 1.822  | 1.607  | 1.53   | 1.377  | 1.035 | 0.925 | 0.75   | 0.646  | 0.611  | 0.569  |
| 2010 | 0.558  | 0.577  | 0.547  | 0.588  | 0.56   | 0.528  | 0.531 | 0.513 | 0.5    | 0.48   | 0.454  | 0.462  |
| 2011 | 0.538  | 0.512  | 0.5    | 0.588  | 0.413  | 0.448  | 0.381 | 0.408 | 0.378  | 0.385  | 0.401  | 0.382  |
| 2012 | 0.385  | 0.389  | 0.383  | 0.367  | 0.363  | 0.358  | 0.363 | 0.377 | 0.348  | 0.34   | 0.324  | 0.326  |
| 2013 | 0.300  | 0.286  | 0.285  | 0.264  | 0.245  | 0.244  | 0.267 | 0.271 | 0.257  | 0.266  | 0.263% | 0.264% |
| 2014 | 0.244  | 0.236  | 0.236  | 0.233  | 0.228  | 0.228  | 0.244 | 0.26  | 0.246  | 0.254% | 0.261% | 0.267% |
| 2015 | 0.262% | 0.266% | 0.278% | 0.283% | 0.290% | 0.299% | 0.32% | 0.33% | 0.337% | 0.357% | 0.374% | 0.400% |



# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

AB 1085  
February 2, 2016  
Consent Calendar

**TO:** Honorable Mayor and Members of the City Council  
Mike Calhoun, Interim City Administrator

**FROM:** Ashlee Wright, City Clerk

**SUBJECT:** Ratification of appointment to the Historic Resources Board

### RECOMMENDATION

Ratification of appointment to the Historic Resources Board.

### SUMMARY

City Boards and Commissions perform a valuable service to the City by providing means by which the City Council can obtain advice, opinions, and recommendations of City residents and other members of the community.

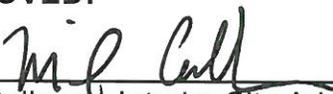
In November 2016, Gregory Carper resigned from his position on the Historic Resources Board. Notice of this vacancy was made and applications for the board were accepted through January 15, 2016. Mayor Burnett and Mayor Pro Tem Talmage identified an ideal candidate and are recommending Lynn Momboisse for appointment to the Historic Resources Board.

### PRIOR CITY COUNCIL ACTION

N/A

### ATTACHMENTS

1. Application of Lynn Momboisse

**APPROVED:**  
  
Mike Calhoun, Interim City Administrator

Date: 01/27/2016



DEC 14 2015

**CITY OF CARMEL-BY-THE-SEA  
BOARD & COMMISSION APPLICATION**

Received by City Clerk

**Instructions:**

Please respond to all questions on this application. Print or type your responses. You are encouraged to attach a cover letter to this application further explaining your qualifications for the position and why you are interested in serving.

**Board or Commission Selection:**

Check one or more board or commission. Members shall not serve simultaneously on more than one Council-appointed Board or Commission.

|   |                          |                           |                                     |
|---|--------------------------|---------------------------|-------------------------------------|
| Community Activities & Cultural Commission  | <input type="checkbox"/> | Forest & Beach Commission | <input type="checkbox"/>            |
| Harrison Memorial Library Board of Trustees | <input type="checkbox"/> | Historic Resources Board  | <input checked="" type="checkbox"/> |
| Planning Commission                         | <input type="checkbox"/> |                           |                                     |

**Personal Information:**

|  |                 |              |
|--|-----------------|--------------|
| Name: Last<br>Momboisse  | First<br>Lynn   | Initial<br>A |
| Location of Residence:   |                 |              |
| Mailing Address:   |                 |              |
| Business Address:  |                 |              |
| Home Phone: 7  | Business Phone: |              |
| Cell Phone:  | Fax Number:     |              |
| Email Address:   |                 |              |
| Registered Voter in Carmel-by-the-Sea      Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |                 |              |

Reason for Interest in the Position: See Cover Letter Attached

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Statement of Qualifications for Position: See Cover Letter Attached

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**Education:**

| <b>Institution</b>  | <b>Course of Study</b>                | <b>Degree Year (s)</b> |
|---|---------------------------------------|------------------------|
| <u>University of Santa Clara, Santa Clara, California</u> | <u>Bachelor of Science: Economics</u> | <u>1979</u>            |
|   |                                       |                        |
|   |                                       |                        |

**Employment Experience (Start with Most Recent):**

|  |  |                                 |
|--|--|---------------------------------|
| Organization: eBay Internet Premium Store – Lynn’s Timeless Treasures<br><a href="http://stores.ebay.com/Lynns-Timeless-Treasures">http://stores.ebay.com/Lynns-Timeless-Treasures</a>         |  |                                 |
| Position: Owner and Sole Proprietor  |  | Year: 2003 to present           |
| Organization:<br>A Catholic Store Speaks - Internet Blogger -<br><a href="http://www.lynnstimelesstreasures.blogspot.com/">http://www.lynnstimelesstreasures.blogspot.com/</a> 2009 to present |  |                                 |
| Carmel-by-the-Sea Adventures of a Home Town Tourist - Internet Blogger -<br><a href="http://www.carmelbytheseaca.blogspot.com/">http://www.carmelbytheseaca.blogspot.com/</a> 2012 to present  |  |                                 |
| Position: Sole Contributor   |  | Year: Listed under Organization |
| Organization:<br>Co-Author of soon to be published Arcadia Modern Images of America book<br><i>Historical Homes and Inns of Carmel-by-the-Sea</i>  |  |                                 |
| Position: Co-Author, Photographer, Historian   |  | Year: Expected Release 3/2016   |

**Prior public service, civic or volunteer activities:**

|   |  |                                 |
|---|--|---------------------------------|
| Organization: Carmel Heritage Society<br>Board Member July 2014 to present<br>Carmel Heritage Society Committee Member – Centennial Mayors Project 2013 to Completion 2015 (Researched and wrote biographies on 15 of the 31 mayors)<br>Carmel Heritage Society Marketing Committee 2014 to present (responsible for establishing social media presence and maintaining new web site, YouTube Videos, Facebook, and other marketing endeavors)<br>Carmel Heritage Society Exhibit Committee Member – 2015 (working with two other committee members to open a Museum Quality Exhibit in First Murphy House by March 2016) |  |                                 |
| Position: See Above   |  | Year: 2013 to present           |
| Organization:<br>Saint Francis High School (Mountain View, CA) Parent Volunteer for Theater Arts Department (hundred+ volunteer hours per year as a member of the "Drama Mamas") 2000 to 2006   |  |                                 |
| Saint Nicholas Grade School (Los Altos Hills, CA) Parent Volunteer (hundred+ volunteer hours per year in classroom, sports, music, art, field trip, yard, and lunch duty) 1996 - 2002   |  |                                 |
| Position: See Above   |  | Year: Listed under Organization |



**Lynn A. Momboisse**

Carmel-by-the-Sea, CA 93921-0382

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December 14, 2015

**Carmel-by-the-Sea City Hall**

Monte Verde Street, between Ocean and Seventh Avenue

Carmel-by-the-Sea, CA 93921

Attn: City Clerk's Office

Re: City of Carmel-by-the-Sea Historic Resources Board Application

To Whom It May Concern:

I am writing to submit my application for the current vacancy on the Historic Resources Board of Carmel-by-the-Sea.

I am very interested in preserving Carmel-by-the-Sea as the unique village that I have been "visiting" for as long as I can remember, even before my parents purchased a vacation home in the Golden Rectangle in 1964. My father still owns this home. In 2011, after raising our family in Silicon Valley, my husband Mike and I decided to "retire" in Carmel.

City Clerk's Office

Page 2

December 14, 2015

I bring a great deal of experience to the Historic Resources Board having done extensive research on the town and its history for the Carmel Heritage Society Mayors Project, my blog *Carmel-by-the-Sea Adventures of a Home Town Tourist* and my book *Historic Homes and Inns of Carmel-by-the-Sea* which is due out in March 2016 from Arcadia Press.

I spent over nine months researching all of the properties on the Carmel Inventory of Historic Resources before paring it down to the 154 properties included in my upcoming book. During the course of my research I became very familiar with Criterion 1 – 3 of the California Criteria of Historic Preservation and its impact on Carmel.

I believe that my love and passion for the preservation of the City of Carmel-by-the-Sea and its eclectic collection of homes, including a wide array of styles, time periods, architects, and builders, as well as the literally hundreds of hours spent researching and writing about their history, makes me an ideal candidate for this position. I would be thrilled to be considered.

Sincerely,

A handwritten signature in cursive script that reads "Lynn A. Momboisse".

Lynn A. Momboisse



# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

AB 1086  
February 2, 2016  
Consent Calendar

**TO:** Honorable Mayor and Members of the City Council  
Michael Calhoun, Interim City Administrator

**FROM:** Rob Mullane, Public Works Director

**SUBJECT:** Consideration of a Resolution Authorizing the City Administrator to enter into a service agreement with Proserve Facility Service for the cleaning of City owned facilities.

|                               |  |
|-------------------------------|--|
| <b>AMOUNT OF EXPENDITURE</b>  | \$ 504,246 (FY 2015-2017)<br>(\$72,595 for FY 15-16) |
| <b>AMOUNT BUDGETED</b>        | \$ 170,000 (FY 15-16)                                |
| <b>APPROPRIATION REQUIRED</b> | \$ 53,250 (FY 15-16)                                 |

### RECOMMENDATION

Adopt the resolution authorizing the City Administrator to enter into a service agreement with Proserve Facility Service for the cleaning of City owned facilities in the amount of \$67,595 for the first four (4) months of the agreement plus \$5,000 for Supplemental Work, \$202,784 for fiscal year 2016-17 of the agreement plus \$10,000 for Supplemental Work, \$208,867 for fiscal year 2017-18 of the agreement plus \$10,000 for Supplemental Work, plus three (3) one (1) year each optional extensions.

### SUMMARY

The City currently contracts with a vendor for the cleaning of City owned facilities, including public buildings and public restrooms. In accordance with City procurement policies and governmental "best practices", contracted services are frequently reviewed, updated and vendors given the opportunity to provide the service through the competitive market. As such, the City issued a "Request for Proposals (RFP)" from janitorial services firms to clean City owned facilities. Based upon the responses received, it is recommended that the City contract with Proserve Facility Service, in accordance with Municipal Code § 3.12.160 (Competitive Negotiation) for janitorial services for a not to exceed cost of \$67,595 for the first four (4) months of the agreement plus \$5,000 for Supplemental Work, and then \$202,784 for fiscal year 2016-17 plus \$10,000 for Supplemental Work, and then \$208,867 for fiscal year 2017-18 plus \$10,000 for Supplemental Work, plus three (3) one (1) year each optional extensions. The agreement start date would be March 1, 2016.

#### Analysis/Discussion:

As part of the solicitation process, City staff conducted e-mail outreach to 23 janitorial firms which included the RFP packet. In addition, the Notice Inviting Proposals was published twice in the Monterey Herald. In response to the City's issuance of the RFP, six (6) proposals were received by the stated deadline, from which staff selected and interviewed two (2) firms. It is recommended that Council award the janitorial services contract to Proserve Facility Service. Service Highlights: The scope of the service includes the cleaning of City Hall, the Main and Park Branch libraries, Police/Public Services Building and public restrooms at Del Mar, Devendorf Park, First Murphy Park, Forest Hill Park, Piccadilly Park and Scenic and Santa Lucia. The proposed agreement will also include frequent "detail/comprehensive" cleaning of the public restroom buildings; and allow for "Supplemental Work" to increase cleaning frequencies, project work, special events, etc. as needed; supply and use "green" cleaning supplies and furnish consumables (paper, trash bags, etc.); incorporate the use of web-based performance measures and reporting, including fiscal penalties for not meeting performance standards and increase contractor accountability. Alternative Options: Council has the option to not authorize the agreement with the recommended company. Council may authorize staff to reissue the RFP and return to Council for consideration of the award.

#### Fiscal Impact:

When the fiscal year 2015-16 budget was being developed, the contractual cost of janitorial services was \$11,500 per month, or \$138,000 for the fiscal year. In addition, the City spends about \$2,500 per month for consumables such as toilet paper, seat covers, and paper towels for City facilities and \$30,000 was budgeted for custodial supplies. However, on July 14, 2015, due to unanticipated circumstances with the previous janitorial services contractor, the City acquired the temporary services of a new contractor at a cost of \$13,327 per month. This higher monthly cost applied for the current fiscal year, resulting in a compounding deficit in the Public Works Department's contractual services account. There were also charges related to the advertising and selection of the new janitorial services contract, which total approximately \$6,400. The new proposed multi-year agreement is approximately \$18,100 a month, which includes cleaning, supplemental work as needed, and consumables.

Optional extension terms: Sixty days prior to the two years and four months end date of the Agreement, the Contractor may submit proposed pricing revisions for the following optional Agreement extension terms, which will be subject to negotiation by the City at the City's discretion. The Contractor must provide adequate documentation to substantiate any request for price increase.

Optional extension term, Fiscal Year 2018-19 (July 1, 2018 through June 30, 2019).

Optional extension term, Fiscal Year 2019-20 (July 1, 2019 through June 30, 2020).

Optional extension term, Fiscal Year 2020-21 (July 1, 2020 through June 30, 2021).

#### **PRIOR CITY COUNCIL ACTION**

Council approved an agreement with Silveria Building Services for janitorial services on December 2, 2014 (Resolution 2014-078). However, due to business necessity, the agreement was terminated and the City needed to retain the services of a new vendor on a temporary basis while a new formal bid process was conducted by staff. Council authorized a six month temporary contract with Proserve Facility Service on June 29, 2015 (Resolution 2015-046) to allow the continuation of janitorial service for City buildings and public restrooms while a competitive negotiation process was completed for a long-term vendor.

#### **ATTACHMENTS**

1. Proposed Agreement
2. CC Resolution No.: 2016-\_\_\_\_

**APPROVED:**



Michael Calhoun, Interim City Administrator

Date: 1/27/2016

**CITY OF CARMEL-BY-THE-SEA**  
**AGREEMENT FOR CONTRACTOR SERVICES**  
**Contractor name: Proserve Facility Service**  
**Project Service: Janitorial Services**  
**Contract #: PWD-PFS-082-15-16**

THIS AGREEMENT FOR CONTRACTOR SERVICES is made and effective as of \_\_\_\_\_, 2016, between the City of Carmel-by-the-Sea, a municipal corporation ("City") and Proserve Facility Service, a Janitorial Services Company, ("Contractor"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

This Agreement shall be for two (2) years and four (4) months from the date of the Notice to Proceed. The Agreement may be extended, with the mutual consent of both parties, for three (3) individual one-year increments with price increases/decreases in accordance with the provisions set forth herein, all other terms and conditions specified herein remaining the same. If either the City or Contractor elects not to extend the Agreement, or upon expiration of the initial two (2) years and four (4) months term, or the any progressive one-year extension term, the Contractor shall aid the City in continuing, uninterruptedly, the requirements of the Agreement, by continuing to perform on a temporary basis, when specifically requested to do so in writing by the City, for a specified term not to exceed four (4) months. Such continuance shall be subject to price increases/decreases in accordance with the provisions set forth herein, and all other terms and conditions remaining the same as if the Agreement had been extended for such a temporary period by an amendment to the provisions of this Agreement.

2. SERVICES

Contractor shall furnish all labor, tools, appliances, equipment, consumables (such as paper products, hand soap, and trash liners), and transportation, and any and all other expenses necessary or incidental to the performance of this Agreement as set forth in the Technical Specifications and Exhibit "A" (two pages), attached hereto and incorporated herein as though set forth in full.

3. PERFORMANCE

a) Contractor shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. Contractor shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Contractor hereunder in meeting its obligations under this Agreement.

b) Contractor shall conform to the rules and regulations pertaining to safety established by the California Division of Industrial Safety. Contractor further agrees to take all necessary precautions for the safety of employees and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. The Contractor shall be responsible for erecting and properly maintaining at all times as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known or reasonably foreseeable or unusual hazards.

c) The Contractor will obtain a valid City Business License and shall maintain said Business License for the term of this Agreement and any extensions.

d) Contractor shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by Contractor or in any way affect the performance of its service pursuant to this Agreement. Contractor shall at all times observe and comply with all such laws and

regulations. City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of Contractor to comply with this Section.

e) Contractor agrees to comply with all of the applicable provisions of Sections 1777.5 and 1777.6 of the Labor Code, which Sections are hereby specifically referred to, incorporated herein by reference and made a part hereof as though set forth at length herein.

f) Contractor agrees that in the performance of this Agreement or any sub-agreement hereunder, neither Contractor nor any person acting on Contractors behalf shall refuse to employ or refuse to continue in any employment any person on the basis of race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, sexual preference, sex or age. Harassment in the workplace is not permitted in any form. Contractor further agrees to comply with all laws with respect to employment when performing this Agreement. Contractor shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit "B" attached to and part of this Agreement to insure performance, Contractor and any sub-contractor must provide Faithful Performance Bond in the amount of twenty five percent (25%) of the value of the Agreement. Contractor shall provide one good and sufficient "Employee Fidelity Bond" for employee dishonesty with an insurance company admitted by the California Insurance Commissioner to do business in the State of California and authorized by the City. The Fidelity Bond shall contain a Blanket Client Property – Off Premises Endorsement and Joint Loss Payee Endorsement in favor of the City, with limits of liability of not less than \$100,000. Contractor declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City of Carmel-by-the-Sea in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial agreement or financial inducement. No officer or employee of the City of Carmel-by-the-Sea will receive compensation, directly or indirectly, from Contractor, or from any officer, employee or agent of Contractor, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling City to any and all remedies at law or in equity.

4. CITY MANAGEMENT

The Public Works Director, or designee, shall represent City in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by Contractor, but not including the authority to enlarge the Tasks to Be Performed or change the compensation due to Contractor. City's City Administrator, shall be authorized to act on City's behalf and to execute all necessary documents which enlarge the Tasks to Be Performed, or change Contractor's compensation subject to Section 6 hereof.

5. PAYMENT

(a) For two (2) years and four (4) months of the Agreement: **Schedule A**

| <b>Fiscal Year</b>   | <b>Base Amount</b>                     | <b>Supplemental Work. Not To Exceed<br/>(Refer to Specifications)</b> |
|--|--|---|
| Remaining months of Fiscal Year 2015-16<br>(March 1, 2016 through June 30, 2016) | \$67,595                               | \$5,000   |
| <b>Year One</b> - Fiscal Year 2016-17 (July 1, 2016 through June 30, 2017)       | \$202,783                              | \$10,000  |
| <b>Year Two</b> - Fiscal Year 2017-18 (July 1, 2017 through June 30, 2018)       | \$208,867 (3% increase above Year One) | \$10,000  |
| <b>Sub Totals</b>  | \$479,246                              | \$25,000  |

**GRAND TOTAL, MAXIMUM NOT TO EXCEED \$504,246** (\$479,246 base + \$25,000 supplemental)

Optional extension terms: Sixty days prior to the two (2) years and fifth (5th) month end date of the Agreement the Contractor may submit proposed pricing revisions for the following optional Agreement extension terms, which will be subject to negotiation by the City at the City's discretion. The Contractor must provide adequate documentation to substantiate any request for price increase.

Optional extension term, Fiscal Year 2018-19 (July 1, 2018 through June 30, 2019).

Optional extension term, Fiscal Year 2019-20 (July 1, 2019 through June 30, 2020).

Optional extension term, Fiscal Year 2020-21 (July 1, 2020 through June 30, 2021).

Compensation under this Agreement shall become due and payable thirty (30) days after City's approval of Contractor's submission of monthly written invoices. Written invoices shall clearly itemize each charge. The payment of any compensation to Contractor hereunder shall be contingent upon performance of the terms and conditions of this Agreement to the satisfaction of the City.

If the City determines that the work set forth in the written invoice has not been performed in accordance with the terms of this Agreement City shall not be responsible for payment until such time as the work has been satisfactorily performed.

City agrees to pay Contractor monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Section 5a. This amount shall not exceed payment as set forth in Section 5a which sum shall include all costs, if any, for the total term of the Agreement unless additional payment is approved as provided in this Agreement.

(b) Contractor will submit invoices monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Contractor's fees it shall give written notice to Contractor within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice.

## 6. INSPECTION

City shall at all times have the right to inspect the work and materials. Contractor shall furnish all reasonable aid and assistance required by City for the proper examination of the work and all parts thereof. Such inspection shall not relieve Contractor from any obligation to perform said work strictly in accordance with the specifications or any modifications thereof and in compliance with the law.

## 7. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Contractor at least ten (10) days prior written notice. Upon receipt of said notice, the Contractor shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to Contractor the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Contractor will submit an invoice to the City pursuant to Section 5(b).

8. DEFAULT OF CONTRACTOR

(a) Contractor's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Contractor is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Contractor for any work performed after the date of default and can terminate this Agreement immediately by written notice to Contractor. If such failure by Contractor to make progress in the performance of work hereunder arises out of causes beyond Contractor's control, and without fault or negligence of Contractor, it shall not be considered a default.

(b) If the City Administrator or his/her delegate determines that Contractor is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon Contractor a written notice of the default. Contractor shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that Contractor fails to cure its default within such period of time, City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

9. OWNERSHIP OF DOCUMENTS

(a) Contractor shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Contractor shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Contractor shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records at the Contractor's main office located at 1024 S. Main Street, Ste. C. Salinas, CA 93901; shall permit City to make copies and transcripts there from as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained at the City of Carmel-by-the-Sea City Hall for a minimum period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of City and may be used, reused, or otherwise disposed of by City without the permission of Contractor. With respect to computer files, Contractor shall make available to City, at City's office and upon reasonable written request by City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.

10. INDEMNIFICATION

(a) Indemnification for Other Than Professional Liability. Contractor shall indemnify defend and hold harmless City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys' fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Contractor or by any individual or entity for which Contractor is legally liable, including but not limited to officers, agents, employees or sub-contractors of Contractor.

(b) General Indemnification Provisions. Contractor agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this section from each and every sub-contractor or any other person or entity involved by, for, with or on behalf of Contractor in the performance of this Agreement. In the event Contractor fails to obtain such indemnity obligations from others as required

here, Contractor agrees to be fully responsible according to the terms of this section. Failure of City to monitor compliance with these requirements imposes no additional obligations on City and will in no way act as a waiver of any rights hereunder. This obligation to indemnify and defend City as set forth here is binding on the successors, assigns or heirs of Contractor and shall survive the termination of this Agreement or this section.

(c) Workers' Compensation Insurance. If Contractor employs others in the performance of this Agreement, Contractor shall maintain workers' compensation insurance in accordance with California Labor Code section 3700 and with a minimum of \$100,000 per occurrence for employers' liability.

#### 11. INSURANCE

Contractor shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit "B" attached to and part of this Agreement.

#### 12. INDEPENDENT CONTRACTOR

(a) Contractor is and shall at all times remain as to City a wholly independent Contractor. The personnel performing the services under this Agreement on behalf of Contractor shall at all times be under Contractor's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Contractor or any of Contractor's officers, employees, or agents, except as set forth in this Agreement. Contractor shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Contractor shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

(b) No employee benefits shall be available to Contractor in connection with the performance of this Agreement. Except for the fees paid to Contractor as provided in the Agreement, City shall not pay salaries, wages, or other compensation to Contractor for performing services hereunder for City. City shall not be liable for compensation or indemnification to Contractor for injury or sickness arising out of performing services hereunder.

(c) Any and all employees or sub-contractors of Contractor under this Agreement, while engaged in the performance of any work or services required by Contractor under this Agreement, shall be considered employees or sub-contractors of Contractor only and not of City. Any and all claims that may arise under the Workers' Compensation Act on behalf of said employees or sub-contractors, while so engaged and all claims made by a third party as a consequence of any negligent act or omission on the part of the Contractor's employees or sub-contractors, while so engaged in any of the work or services provided for or rendered herein shall not be City's obligation.

#### 13. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Services during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Services performed under this Agreement.

#### 14. CONFLICT OF INTEREST

Contractor shall at all times avoid conflicts of interest, or the appearance of conflicts of interest, in the performance of this Contract.

Contractor covenants that neither he/she nor any officer or principal of their firm have any interest in, or shall acquire any interest, directly nor indirectly, which will conflict in any manner or degree with the performance of their services hereunder. Contractor further covenants that in the performance of this

Agreement, no person having such interest shall be employed by them as an officer, employee, agent, or sub-contractor. Contractor further covenants that Contractor has not contracted with nor is performing any services, directly or indirectly, with any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City or the study area and further covenants and agrees that Contractor and/or its sub-contractors shall provide no service or enter into any agreement or agreements with a/any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City or the study area prior to the completion of the work under this Agreement.

If City determines Contractor comes within the definition of Contractor under the Political Reform Act (Government Code §87100 et seq.) Contractor shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with City disclosing Contractor's and/or such other person's financial interests.

15. NO WAIVER OF BREACH/TIME

The waiver by City of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this Agreement. Time is of the essence in carrying out the duties hereunder.

16. CONFIDENTIAL INFORMATION/RELEASE OF INFORMATION

(a) All information gained by Contractor in performance of this Agreement shall be considered confidential and shall not be released by Contractor without City's prior written authorization. Contractor, its officers, employees, agents, or sub-contractors, shall not without written authorization from the City Administrator or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided Contractor gives City notice of such court order or subpoena.

(b) Contractor shall promptly notify City should Contractor, its officers, employees, agents, or sub-contractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed there under or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent Contractor and/or be present at any deposition, hearing, or similar proceeding. Contractor agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by Contractor. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

17. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

|                |  |
|----------------|--|
| To City:       | City Clerk, City of Carmel-by-the-Sea<br>Post Office Box CC<br>Carmel-by-the-Sea, CA 93921 |
| To Contractor: | Proserve Facility Service<br>557 Brunken Ave. Suite G, Salinas, CA<br>93901                |

18. THIRD PARTY BENEFICIARIES

Nothing contained in this Agreement shall be construed to create, and the parties do not intend to create, any rights in third parties.

19. ASSIGNMENT

Contractor shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City. Subject to the foregoing, all terms of the Agreement will be binding upon, enforceable by and inure to the benefit of the parties and their successors and assigns.

20. GOVERNING LAW

City and Contractor understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in Monterey County, or the federal district court with jurisdiction over the City. Contractor agrees not to commence or prosecute any dispute arising out of or in connection with this Agreement other than in the aforementioned courts and irrevocably consents to the exclusive personal jurisdiction and venue of the aforementioned courts.

21. ATTORNEY'S FEES AND COURT VENUE

Should either party to this Agreement bring legal action against the other (formal judicial proceeding, mediation or arbitration) the party prevailing in such action shall be entitled to a reasonable attorney's fee which shall be fixed by the judge, mediator or arbitrator hearing the case, and such fee shall be included in the judgment together with all costs.

22. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of Contractor warrants and represents that he/she has the authority to execute this Agreement on behalf of the Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

23. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

24. AGREEMENT CONTAINS ALL UNDERSTANDINGS: AMENDMENT

(a) This document represents the entire and integrated Agreement between City and Contractor, and supersedes all prior negotiations, representations and agreements, either written or oral.

(b) Any modification or amendment to this Agreement must be in writing.

(c) Neither City nor Contractor shall be deemed to have waived any obligation of the other, or to have agreed to any modification to this Agreement unless it is in writing, and signed by the party giving the waiver.

25. SEVERABILITY

If any term of this Agreement is held invalid by a court of competent jurisdiction or arbitrator the remainder of this Agreement shall remain in effect.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

**CITY OF CARMEL-BY-THE-SEA:**

By: \_\_\_\_\_  
Michael Calhoun,  
Interim CITY Administrator

Date: \_\_\_\_\_

**CONTRACTOR:**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
CITY Clerk

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
CITY Attorney

Date: \_\_\_\_\_

**EXHIBIT A**

**City of Carmel-by-the-Sea Janitorial Services Best and Final Contract Pricing\***

Inclusive of "Comprehensive / Detail Cleaning" of Public Restrooms per breakdown on Page 2 of Exhibit A

**2 year 4 month Term:**

| FACILITY                         | Remaining months of Fiscal Year 2015-16 (March 1, 2016 through June 30, 2016) | Year One - Fiscal Year 2016-17 (July 1, 2016 through June 30, 2017) | Year Two - Fiscal Year 2017-18 (July 1, 2017 through June 30, 2018), (3% increase above Year One) | BASE TOTAL CONTRACT |
|----------------------------------|---|---|---|---------------------|
| Del Mar Beach Restrooms          | \$ 8,378  | \$ 25,134   | \$ 25,888   | \$ 59,400           |
| Devendorf Park Restrooms         | \$ 8,378  | \$ 25,134   | \$ 25,888   | \$ 59,400           |
| Forest Hill Park Lower Restrooms | \$ 2,274  | \$ 6,823  | \$ 7,027  | \$ 16,124           |
| Forest Hill Park Upper Restrooms | \$ 2,274  | \$ 6,823  | \$ 7,027  | \$ 16,124           |
| Murphy Park Restrooms            | \$ 8,378  | \$ 25,134   | \$ 25,888   | \$ 59,400           |
| Piccadilly Park Restroom         | \$ 2,477  | \$ 7,431  | \$ 7,654  | \$ 17,561           |
| Scenic Drive Restroom            | \$ 8,172  | \$ 24,517   | \$ 25,253   | \$ 57,943           |
| Harrison Memorial Library        | \$ 4,443  | \$ 13,329   | \$ 13,729   | \$ 31,502           |
| Park Branch Library              | \$ 4,443  | \$ 13,329   | \$ 13,729   | \$ 31,502           |
| Police Headquarters              | \$ 10,023   | \$ 30,068   | \$ 30,970   | \$ 71,061           |
| Public Works                     | \$ 2,027  | \$ 6,081  | \$ 6,264  | \$ 14,372           |
| City Hall                        | \$ 4,443  | \$ 13,329   | \$ 13,729   | \$ 31,502           |
| Vista Lobos Meeting Room         | \$ 1,884  | \$ 5,651  | \$ 5,821  | \$ 13,356           |
| <b>Base Totals</b>               | <b>\$ 67,595</b>  | <b>\$ 202,784</b>   | <b>\$ 208,867</b>   | <b>\$ 479,246</b>   |
| <b>Supplemental Work</b>         | <b>\$ 5,000</b>   | <b>\$ 10,000</b>  | <b>\$ 10,000</b>  | <b>\$ 25,000</b>    |
| <b>Maximum Not To Exceed</b>     |   |   |   | <b>\$ 504,246</b>   |

Supplemental Work: Extra Work /  
Project work (Price per hour)

\$ 25.00 (With a 4-hour minimum)

\*(Includes all labor and labor-related costs, management and supervision costs, consumable supplies, cleaning supplies, equipment, restroom detail cleaning, miscellaneous costs, overhead and profit)

**EXHIBIT A**

**Breakdown for Detail / Comprehensive Cleaning of Public Restrooms**

Costs included in Page 1 of Exhibit A

**City of Carmel-by-the-Sea Janitorial Services Best and Final Contract Pricing\***

2 year 4 month Term:

| FACILITY                         | Frequency                  | Remaining months of Fiscal Year 2015-16<br>(March 1, 2016 through June 30, 2016) |                                  |
|----------------------------------|----------------------------|--|----------------------------------|
|                                  |                            | Detail Clean<br>Annul Extra Hrs  | Detail Clean<br>Annul Extra Cost |
| Del Mar Beach Restrooms          | 1 per month                | 32.00  | \$ 800                           |
| Devendorf Park Restrooms         | 1 per month                | 32.00  | \$ 800                           |
| Forest Hill Park Lower Restrooms | 1 per every<br>other month | 12.00  | \$ 300                           |
| Forest Hill Park Upper Restrooms | 1 per every<br>other month | 12.00  | \$ 300                           |
| Murphy Park Restrooms            | 1 per month                | 32.00  | \$ 800                           |
| Piccadilly Park Restroom         | 1 per month                | 20.00  | \$ 500                           |
| Scenic Drive Restroom            | 1 per month                | 24.00  | \$ 600                           |
| <b>4 MONTH TOTALS</b>            |                            | <b>164</b>   | <b>\$ 4,100</b>                  |

| FACILITY                         | Frequency   | Year One - Fiscal Year 2016-17 (July 1, 2016<br>through June 30, 2017) |                                  |
|----------------------------------|-------------|--|----------------------------------|
|                                  |             | Detail Clean<br>Annul Extra Hrs  | Detail Clean<br>Annul Extra Cost |
| Del Mar Beach Restrooms          | 1 per month | 96   | \$ 2,400                         |
| Devendorf Park Restrooms         | 1 per month | 96   | \$ 2,400                         |
| Forest Hill Park Lower Restrooms | 1 per every | 36   | \$ 900                           |
| Forest Hill Park Upper Restrooms | 1 per every | 36   | \$ 900                           |
| Murphy Park Restrooms            | 1 per month | 96   | \$ 2,400                         |
| Piccadilly Park Restroom         | 1 per month | 60   | \$ 1,500                         |
| Scenic Drive Restroom            | 1 per month | 72   | \$ 1,800                         |
| <b>YEAR 1 TOTALS</b>             |             | <b>492</b>   | <b>\$ 12,300</b>                 |

| FACILITY                         | Frequency                  | Year Two - Fiscal Year 2017-18 (July 1, 2017<br>through June 30, 2018), (3% increase above<br>Year One) |                                  |
|----------------------------------|----------------------------|---|----------------------------------|
|                                  |                            | Detail Clean<br>Annul Extra Hrs   | Detail Clean<br>Annul Extra Cost |
| Del Mar Beach Restrooms          | 1 per month                | 96  | \$ 2,472                         |
| Devendorf Park Restrooms         | 1 per month                | 96  | \$ 2,472                         |
| Forest Hill Park Lower Restrooms | 1 per every<br>other month | 36  | \$ 927                           |
| Forest Hill Park Upper Restrooms | 1 per every<br>other month | 36  | \$ 927                           |
| Murphy Park Restrooms            | 1 per month                | 96  | \$ 2,472                         |
| Piccadilly Park Restroom         | 1 per month                | 60  | \$ 1,545                         |
| Scenic Drive Restroom            | 1 per month                | 72  | \$ 1,854                         |
| <b>YEAR 2 TOTALS</b>             |                            | <b>492</b>  | <b>\$ 12,669</b>                 |

RESOLUTION 2016-\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO A SERVICE AGREEMENT  
WITH PROSERVE FACILITY SERVICE FOR THE CLEANING OF CITY FACILITIES IN THE  
NOT TO EXCEED AMOUNT OF \$67,595 FOR THE FIRST FOUR (4) MONTHS OF THE  
AGREEMENT PLUS \$5,000 FOR SUPPLEMENTAL WORK, \$202,784 FOR FISCAL YEAR  
2016-17 OF THE AGREEMENT PLUS \$10,000 FOR SUPPLEMENTAL WORK, \$208,867 FOR  
FISCAL YEAR 2017-18 OF THE AGREEMENT PLUS \$10,000 FOR SUPPLEMENTAL  
WORK, PLUS THREE (3) ONE (1) YEAR EACH OPTIONAL EXTENSIONS**

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WHEREAS, the City owns and maintains various City facilities, including public restrooms, that serve City employees, residents and visitors; and

WHEREAS, the cleanliness of these facilities is important to the City and it contracts out the cleaning of these facilities for efficiency,

WHEREAS, the City Council approved expenditure of approximately \$170,000 for custodial supplies and janitorial services as part of the FY 2015/16 budget; and

WHEREAS, the Request for Proposals for janitorial services was submitted to various local firms and advertised in the Monterey County Herald on July 2, 2015 and July 9, 2015; and

WHEREAS, six proposals for the project were received prior to the deadline, and Proserve Facility Service has been determined to be the best responsive and responsible Proposer.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES:

1. Authorize the City Administrator to enter into a service agreement with Proserve Facility Service for the cleaning of City owned facilities in the not to exceed amount of \$67,595 for the first four (4) months of the agreement plus \$5,000 for Supplemental Work, \$202,784 for fiscal year 2016-17 of the agreement plus \$10,000 for Supplemental Work, \$208,867 for fiscal year 2017-18 of the agreement plus \$10,000 for Supplemental Work, plus three (3) one (1) year each optional extensions.
2. Authorize the City Administrator negotiate up to three (3) optional one year extensions terms; for Fiscal Year 2018-19 (July 1, 2018 through June 30, 2019), and negotiate a second optional one year extension term for Fiscal Year 2019-20 (July 1, 2019 through June 30, 2020), and negotiate a third optional one year extension term for Fiscal Year 2010-21 (July 1, 2020 through June 30, 2021), contingent on funding each new fiscal year.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 2<sup>nd</sup> day of February 2016 by the following vote:

AYES: COUNCIL MEMBERS:  
NOES: COUNCIL MEMBERS:  
ABSENT: COUNCIL MEMBERS:  
ABSTAIN: COUNCIL MEMBERS:

SIGNED:

ATTEST:

\_\_\_\_\_  
Jason Burnett, MAYOR

\_\_\_\_\_  
Ashlee Wright, City Clerk



# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

AB 1087  
February 2, 2016  
Consent Calendar

|                 |  |
|-----------------|--|
| <b>TO:</b>      | Honorable Mayor and Members of the City Council<br>Mike Calhoun, Interim City Administrator  |
| <b>FROM:</b>    | Sharon Friedrichsen, Director of Budget and Contracts  |
| <b>SUBJECT:</b> | Consideration of a Resolution Authorizing the Submittal of an Application for the Beverage Container Recycling City/County Payment Program |

|                               |      |
|-------------------------------|------|
| <b>AMOUNT OF EXPENDITURE</b>  | \$ 0 |
| <b>AMOUNT BUDGETED</b>        | \$ 0 |
| <b>APPROPRIATION REQUIRED</b> | \$ 0 |

### RECOMMENDATION

Adopt a resolution authorizing the submittal of an application for payment programs and related authorizations to CalRecycle for the beverage container and other recycling programs.

### SUMMARY

The State Department of Resources Recycling and Recovery (CalRecycle) administers various programs to encourage recycling, including the beverage container recycling city/county grant program. The purpose of this program is to provide funds to cities and counties for beverage container recycling projects and litter cleanup activities in an effort to reach and maintain an 80 percent recycling rate for all California Refund Value (CRV) beverage containers.

The City has historically received about \$5,000 a fiscal year under this program, which usually is provided to the Monterey Regional Waste Management District for education efforts under the Central Coast Recycling Media Coalition (CCRMC). The CCRMC includes 24 public agencies and 5 private companies in Monterey, Santa Cruz and San Benito Counties whose mission is to promote uniform waste reduction, reuse and recycling messages.

The adopting of a resolution authorizing the submittal of an application is a new State requirement for the 2015-16 fiscal year. The City would be ineligible for this funding if the resolution is not adopted.

### PRIOR CITY COUNCIL ACTION

N/A

**ATTACHMENTS**

- 1. Resolution

|  |                        |
|--|------------------------|
| <b>APPROVED:</b><br><br>_____<br>Mike Calhoun, Interim City Administrator | Date: <u>1/26/2016</u> |
|--|------------------------|

**RESOLUTION 2016-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT PROGRAMS AND  
RELATED AUTHORIZATIONS**

---

WHEREAS, pursuant to Public Resources Code section 48000 et seq. the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

WHEREAS, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES:

The City of Carmel-by-the-Sea is authorized to submit an application to CalRecycle for any and all payment programs offered;

BE IT FURTHER RESOLVED that the City Administrator or his/her designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment; and

BE IT FURTHER RESOLVED that this authorization is effective until rescinded by the Signature Authority or this Governing Body.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 2nd day of February 2016, by the following roll call vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

SIGNED:

ATTEST:

\_\_\_\_\_  
Jason Burnett, Mayor

\_\_\_\_\_  
Ashlee Wright, City Clerk



# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

AB 1088  
February 2, 2016  
Consent Calendar

|                 |   |
|-----------------|---|
| <b>TO:</b>      | Honorable Mayor and Members of the City Council<br>Michael Calhoun, Interim City Administrator        |
| <b>FROM:</b>    | Andy Vanderford, Project Manager, Public Works Department<br>Rob Mullane, AICP, Public Works Director |
| <b>SUBJECT:</b> | Forest Theater Renovation Project Update  |

|                               |                 |
|-------------------------------|-----------------|
| <b>AMOUNT OF EXPENDITURE</b>  | \$ N/A          |
| <b>AMOUNT BUDGETED</b>        | \$ 2,000,000.00 |
| <b>APPROPRIATION REQUIRED</b> | \$ N/A          |

### RECOMMENDATION

Receive an update on the Forest Theater Renovation Project.

### SUMMARY

The Forest Theater Renovation Project is well under way. The project scope has not changed substantially from that which Council awarded. Staff estimates the final cost will be close to the original \$2,000,000 budget. At this time, staff foresees a Substantially Complete date of mid-April. The project was originally anticipated to be complete in late 2015. The primary reasons for the contract extensions to date are:

1. 'Terraced Step Design' Change Order. Sixteen (16) working days added, inclusive of: additional survey and layout (3 days), additional hand grading (5 days), and drainage system (8 days) as directed by Council.
2. 'Driveway Revisions' Change Order. Twenty-five (25) working days added, entailing: a) "softening" the design of the tiered retaining wall adjacent to the accessible parking stall as directed by Council (remove tier and lower wall height with grading), b) minor adjustments to driveway alignment and turning / corners radii to ensure large truck access, and c) encountering of unforeseen bedrock.
3. Weather-related delays (as of 12-28-15): 9 working days

To date, the total delays for change orders and weather days is 58 days. In addition, other anticipated or potential change orders include additional weather days, electrical revisions, and contractor delays with handrail shop drawings.

Nonetheless, staff anticipates that the project will be complete prior to the projected move-in date for the users groups by the end of May 2016.

**PRIOR CITY COUNCIL ACTION**

The City Council awarded a construction contract to Otto Construction for the Forest Theater Renovation Project for a Not to Exceed Amount of \$1,462,236.00 and approved a Not to Exceed Amount of \$146,224.00 for Project Contingency. The contract duration was 100 working days.

**ATTACHMENTS**

N/A

|  |                               |
|--|-------------------------------|
| <p><b>APPROVED:</b></p> <p></p> <p>_____</p> <p>Michael Calhoun, Interim City Administrator</p> | <p>Date: <u>1/27/2016</u></p> |
|--|-------------------------------|



# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

AB 1089  
February 2, 2016  
Consent Calendar

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Sharon Friedrichsen, Director of Budget and Contracts  
**SUBJECT:** Authorization of Professional Services Agreements for Website Support and Code Enforcement for an Amount Not to Exceed \$64,000 for All Agreements

|                               |                       |
|-------------------------------|-----------------------|
| <b>AMOUNT OF EXPENDITURE</b>  | \$64,000 (additional) |
| <b>AMOUNT BUDGETED</b>        | \$51,600              |
| <b>APPROPRIATION REQUIRED</b> | \$0                   |

### RECOMMENDATION

1. Adopt the Resolution Authorizing the City Administrator to execute a Professional Services Agreement with Boots Road Group, LLC for website support services for a term of February 1, 2016 to December 31, 2016 for a not to exceed amount of \$24,000.
2. Adopt the Resolution Authorizing the City Administrator to execute a Professional Services Agreement PBD-PSA-AFI-001-14-15 with Fasulo Investigations for code compliance services for a term of February 1, 2016 to June 30, 2016 for a not to exceed amount of \$40,000.

### SUMMARY

The Carmel Municipal Code requires the City Council to approve agreements with a value of \$25,000 or more by resolution. In accordance with this requirement, several professional services agreements are being brought forward for Council approval.

**WEBSITE SUPPORT SERVICES:** The Boots Road Group, LLC has provided website management services to the City since September 2013. These services largely include website site management and content maintenance, such as updating the City's website with announcements and providing the public access to documents like Commission and Council agenda packets. The amendment to the agreement expired on 31 January 2015. It is recommended that Council approve a one (calendar year) agreement not to exceed \$24,000, or \$2,000 a month.

The current City website has limited functionality and requires specialized knowledge to post and update content. The one year agreement with Boots Road should allow sufficient time for the City to undertake a Request for Proposal ("RFP") process for the development of a new website that is more "user friendly" from both the staff and public perspectives. It is anticipated that a minimum of six months would be needed from the time a RFP is released to select a vendor and commence with the development of a new website.

Fiscal: The Fiscal Year 2015- 16 budget anticipated that website maintenance services would be needed and budgeted for this service. Any additional expenses for the current fiscal year will be managed within the current operating budget. Funding for the rest of the calendar year will be included within the fiscal year 2016-17 budget.

Alternative Options: Council has the option to not authorize the agreement with the recommended company or to reduce the recommended amount. Under this scenario, City staff will need to be trained and dedicated to updating the website until a new vendor is selected and/or until a new website is developed. Some assistance would still be required by the vendor to allow for training and redundancy in case staff are unable to post a document in a timely manner.

CODE COMPLIANCE: The Community Building and Planning Department utilizes an outside provider for code compliance services. The department intends to undertake a Request for Proposal (RFP) process for these services to coincide with the start of the new fiscal year. In the meantime, it is recommended that an agreement with Fasulo Investigation be approved for the term of February 1- June 30, 2016. This will allow services to continue for the remaining part of the current fiscal year.

Fiscal: The Fiscal Year 2015-16 budget anticipated the use of the consultant for code compliance services. As noted in AB 1092, the department has utilized contract building inspectors, permit technicians and planners at a level greater than anticipated, resulting in increased expenditures within professional services. However, the department has brought on board some permanent staff and will continue to manage the use of contractors within the operating budget.

Alternative Options: Council has the option to not authorize the agreement with the recommended vendor or reduce the recommended amount. Council could require the RFP process to occur sooner and either forgo or reduce code compliance services during the RFP evaluation process.

### PRIOR CITY COUNCIL ACTION

(1) Approval of amendment to agreement with Boots Road Group on 29 June 2015 (Resolution 2015-044). (2) Approval of agreement with Fasulo Investigation for code compliance services for a period of February 1, 2015- December 31, 2016 on 2 December 2014 (Resolution 2014-081).

### ATTACHMENTS

1. Resolution- Boots Road Group
2. Resolution- Fasulo Investigation

APPROVED:



Michael Calhoun, Interim City Administrator

Date: 1/27/2016

RESOLUTION 2016-\_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES  
AGREEMENT WITH BOOTS ROAD GROUP LLC FOR WEBSITE SUPPORT SERVICES FOR AN  
AMOUNT NOT TO EXCEED \$24,000**

WHEREAS, Boots Road Group LLC provides website support services, including updating website content with public information such as Council and Commission agenda packets; and

WHEREAS, the contract with Boots Road Group LLC was originally entered into on September 3, 2013 and amended to extend through January 31, 2016.

WHEREAS, the City desires to embark on the development of a new website in fiscal year 2016-17 and until such time the new website is established wishes to continue to utilize contracted services to maintain the existing website, including providing content management; and

WHEREAS, contract expenditures of \$25,000 or more require Council approval.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA does hereby:

Authorize the City Administrator to Execute a Professional Services Agreement with Boots Road Group LLC for a Contract Term of February 1, 2016 to December 31, 2016 for a Not to Exceed Cost of \$24,000.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA on this 2nd day of February 2016 by the following roll call vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

SIGNED:

ATTEST:

\_\_\_\_\_  
Jason Burnett, MAYOR

\_\_\_\_\_  
Ashlee Wright, City Clerk

CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

RESOLUTION 2016-\_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A PROFESSIONAL SERVICES  
AGREEMENT WITH FASULO INVESTIGATIONS IN AMOUNT NOT TO EXCEED \$40,000**

---

WHEREAS, the City of Carmel-by-the-Sea entered into a preliminary contract with Al Fasulo of Fasulo Investigations to provide contract code compliance services on October 12, 2012 and amended this contract on February 4, 2014 to extend it through January 2015; and

WHEREAS, the City Council approved a new agreement for the period of February 1, 2015 through January 31, 2016 on December 2, 2014; and

WHEREAS, the City's Community Planning and Building Department's code compliance workload remains high and justifies continued assistance by Mr. Fasulo; and

WHEREAS, the Department intends to issue a request for proposal for services to coincide with the new 2016-17 fiscal year and wishes to utilize Mr. Fasulo's services for the remaining part of fiscal year 2015-16.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA does hereby:

Authorize the City Administrator to execute a professional services agreement with Fasulo Investigations for contract code compliance services for a period of February 1, 2016- June 30, 2016 for an amount not to exceed \$40,000.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 2<sup>nd</sup> day of February 2016 by the following roll call vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

SIGNED:

ATTEST:

\_\_\_\_\_  
Jason Burnett, Mayor

\_\_\_\_\_  
Ashlee Wright, City Clerk



# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

AB 1090  
February 2, 2016  
Orders

|                 |   |
|-----------------|---|
| <b>TO:</b>      | Honorable Mayor and Members of the City Council<br>Mike Calhoun, Interim City Administrator   |
| <b>FROM:</b>    | Marc Wiener, Acting Community Planning and Building Director  |
| <b>SUBJECT:</b> | Rio Park/Larsen Field Update: Authorize Professional Services Agreements for Permitting Related Services in an amount not to exceed \$57,000 and Provide Direction on Pathway Materials |

|                               |           |
|-------------------------------|-----------|
| <b>AMOUNT OF EXPENDITURE</b>  | \$ 57,000 |
| <b>AMOUNT BUDGETED</b>        | \$ 12,000 |
| <b>APPROPRIATION REQUIRED</b> | \$ 57,000 |

### RECOMMENDATION

1. Adopt the resolution authorizing the City Administrator to execute Amendment No. 2 to Professional Services Agreement PBD-PSA-MBPS-008-14-15 with Monterey Bay Planning Services for an amount not to exceed \$21,500.
2. Adopt the resolution authorizing the City Administrator to execute a Professional Services Agreement with Neill Engineers Corp for an amount not to exceed \$35,500.
3. Provide direction to staff on the surface material for the pathway.

### SUMMARY

**BACKGROUND:** On December 1, 2015, City Council adopted the environmental documentation for the Rio Park/Larsen Field Trail project, approved the project design and authorized staff to move forward with the project. The project was primarily managed by Monterey Bay Planning Services (MBPS) and the environmental document was drafted by Michael Baker International. There are several additional steps necessary in order for this project to come to fruition that include obtaining permits, finalizing easements, negotiating a lot line adjustment with Homestead LLC (Mission Ranch) and obtaining County approval, as the County is the lead permitting agency. In order to complete the final steps, staff is recommending that the City Council: (1) amend the contract with Monterey Bay Planning Services to complete the remaining planning and permitting work and (2) authorize a new contract with Neil Engineers Corp to prepare drawings required for permit applications for this project.

**PROFESSIONAL SERVICES:** The original contract with Monterey Bay Planning Services was for a total amount of \$35,000 and was later amended to \$50,000, and included management of the project launch, easement negotiations, and supervision of the environmental documentation. As noted in the original scope of services, this cost was estimated based on an approximation of the anticipated steps and there were still several unknown factors in the process, such as the extent of easement

negotiations and the Monterey County permitting requirements. This new scope of services includes the following details for the final steps:

1. Lot Line Adjustment - MBPS will consult with city representatives on the lot line adjustment that needs to be negotiated with Homestead LLC (Mission Ranch). The lot line adjustment would adjust the property boundaries shared by Rio Park and Mission Ranch.
2. Trail Permit - MBPS will work with the City Engineer to prepare drawings for the trail and will manage application process with both Carmel-by-the-Sea and Monterey County.
3. Trail Easements - MBPS will facilitate the final steps to secure easements for the Carmel Mission and CAWD.
4. Grant Funding and Pre-Construction Assistance - MBPS will review materials prepared for grant applications and will review the City's Engineers construction documents and bid package.

Staff is recommending that the Council authorize a contract amendment with MBPS for an amount not to exceed \$21,500 in order to complete these final permitting steps. In addition, staff is recommending that an agreement with Neill Engineers Corp. be executed for an amount not to exceed \$35,500 for services including revising the base map and alignment plan to include modified bikeway/trail alignment, adding parking lot and access roads; analyzing grades and evaluating retaining walls; providing cost estimates; identifying locations for crosswalks and preparing detail plans with locations for gates, fences and signage; and preparing street improvement maps. These costs are estimated at \$57,000. If Council approves moving forward with the project and authorizing these agreements, staff will adjust the citywide capital projects budget to appropriate the requested funds to this specific project.

**PATHWAY MATERIAL:** In the previous meeting, the issue of pathway material has come up and the City Council has deferred the decision to a later date. Staff has conferred with the City Engineer on this matter and the recommendation on material is dependent on the classification of the pathway.

If it is classified primarily as a bikeway (bike path), the recommendation is for a paved AC surface in order to provide for a smooth and safe riding surface. The bikeway/trail will also be utilized by CAWD and City maintenance vehicles. An asphalt concrete surface will provide structural support for vehicle wheel loads. The paved surface will require much less maintenance and reduce long-term maintenance costs.

If it is classified primarily as a trail, then it may not need to be paved. The recommendation would be for a decomposed granite surface. The decomposed granite surface would require much more maintenance because it will be subject to erosion and wear and will therefore incur higher long-term maintenance costs.

Under the section on Pathway Design (Attachment 3), the TAMC Bicycle and Pedestrian Master Plan states "Hard, all-weather pavement surfaces are usually preferred over those of crushed aggregate, sand, clay or stabilized earth (AASHTO)." Staff is seeking a decision from the City Council on the surface material for the pathway, which is necessary in order to prepare permit-level plans.

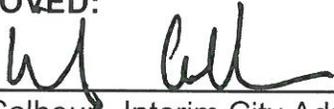
**PRIOR CITY COUNCIL ACTION**

The City Council adopted the environmental documentation and approved the design concept on December 1, 2015. Council approved professional services agreements and associated amendments with MBPS on May 4, 2015 (Resolution 2015-030) and Michael Baker on November 30, 2015 (Resolution 2015-109)

**ATTACHMENTS**

1. Resolution Authorizing the City Administrator to Execute Amendment No. 3 PBD-PSA-MBPS-008-14-15 with Monterey Bay Planning Services for an amount not to exceed \$21,500.
2. Resolution Authorizing the City Administrator to execute a Professional Services Agreement with Neill Engineers Corp for an amount not to exceed \$35,500.
3. TAMC Bicycle and Pedestrian Master Plan states - Pathway Design

**APPROVED:**



Mike Calhoun, Interim City Administrator

Date: 1/27/2016

**MBPS**  
Monterey Bay Planning Services  
12568 Polaris Drive, Grass Valley, CA 95949  
530-273-7154

18 January 2016

Michael Calhoun, City Administrator  
PO Box CC  
Carmel-by-the-Sea, CA 93921

Dear Mr. Calhoun,

The December 2015 City Council meeting proved to be a milestone event in bringing the design work for the Rio Park Trail project to a successful conclusion. The Council adopted the environmental documentation and approved the project design, concluding more than a year of work by all the parties involved. As of last week, the deadline is now passed for filing legal challenges to the City's environmental review decision. This clears the way to begin the application process with Monterey County. MBPS has enjoyed working on the shared-use trail project and we look forward to seeing it through to its conclusion.

Between April and November of 2015 our firm spent many hours attempting to reach an agreement with Homestead LLC for an easement across the Mission Ranch property. In spite of our best efforts, this process was unsuccessful. I informed Doug Schmitz that this process had more than exhausted the funding in our approved scope and suggested that another approach should be tried. Ultimately, this led to the concept of adjusting lot lines between Mission Ranch and Rio Park.

Based on comments made at the December City Council meeting, it appears that both parties might be able to support this idea, as long as all the details can be worked out. This will require an agreement on the location of the new lot lines, preparation of maps, an easement granted by the City to allow access by Mission Ranch and pursuit of County permits for the lot line adjustment.

I am now proposing that an amendment be made to the City's approved scope of services for MBPS, to include some of these tasks as outlined in the attachment. The contract NTE amount must be adjusted to cover these additional services, including the extra time spent to bring the project to its current state of completion. The attached description summarizes the steps remaining to finish the planning/permitting process, along with the estimated costs for each task.

The total requested amount equals \$21,500. Please let me know if you need additional information on these matters. We are now on the home-stretch and I look forward to working with the City to reach a successful conclusion of this project.

Sincerely,

Brian Roseth,  
MBPS

## Rio Park Trail--Final Steps

### **Lot Line Adjustment**

**\$7400**

1. MBPS will consult with City representatives on the current status of negotiations regarding the proposed lot line adjustment.
2. MBPS will develop an initial proposal (diagram). This will be field-tested for practical access together with the City Engineer, who will then convert the diagram into a map, with adjustments as needed. City staff can then present the map to Homestead LLC representatives for review and amendment.
3. Either Homestead LLC or the City's legal counsel will prepare the draft easement that the City must grant for access to the Mission Ranch property. In coordination with the City Attorney, MBPS will review the text of the draft easement to ensure compatibility with the trail design.
4. MBPS will attend one City Council meeting to review the proposed lot line adjustment and draft easement. This includes preparation of a staff report and agenda exhibits. When both parties reach agreement on the proposed boundary and the easement terms, the City Engineer will prepare a lot line adjustment map suitable for submittal to Monterey County. MBPS will review this map to ensure that it complies with all County requirements and is consistent with the design concept.
5. MBPS will compile the exhibits and prepare all application materials for the Monterey County planning department. These materials will be incorporated into the overall trail project submittal. MBPS will take the lead in filing the lot line adjustment application and representing the City through all phases of securing discretionary permits. This will include the application submittal, meetings with County planners, attendance at one additional public hearing, presentations on behalf of the City and reasonable follow-up actions after permit approval.

### **Trail Permits**

**\$8600**

1. MBPS will work with the City Engineer to prepare revised drawings of the trail improvements for submittal to planning agencies for permits. We will ensure that the drawings incorporate all features negotiated with land owners and all design features as approved by the City Council.
2. MBPS will prepare permit application forms and exhibits. We will review application materials with City staff prior to submittal to County and City Planning Departments.
3. MBPS will meet with City and County planners, respond to questions and provide supplemental materials as requested.

4. For City permits, MBPS will prepare a draft staff report, draft text for the public notice and all agenda exhibits. City staff will be responsible for preparing the permit findings and conditions.
5. For County permits, MBPS will review the published staff report and, if necessary, consult with the City's legal and/or engineering staff as needed.
6. MBPS will attend City and County public hearings and make presentations on behalf of the City's applications. This scope includes one hearing for each permit.
7. MBPS will resolve reasonable post-meeting issues. (This is limited to working with the City Engineer on revised plans and the City's planning staff on conditions of approval.)

### **Trail Easements**

**\$4000**

1. MBPS will finalize the draft easements for the Carmel Mission and CAWD properties and have the City Attorney review them for corrections. We will then transmit the draft easements to the attorneys for CAWD and the Monterey Diocese. It is assumed that the legal staffs of the granting agencies may have questions and/or corrections. MBPS will work closely with the City's legal counsel on appropriate responses. If City or County permits contain conditions of approval that impact the draft easements, or require that they be amended, MBPS will assist in drafting or reviewing appropriate changes in the text of the easements.
2. MBPS will coordinate with the City Engineer to flag the easement boundaries in the field. MBPS will conduct a walk-through for each approval body (CAWD, Diocese and City Council), prior to final approval.
3. MBPS will attend meetings of the City Council and CAWD where easements are on agendas for approval. We will make presentations and respond to questions as needed. We will complete reasonable post-meeting, follow-up steps as needed to get the easements signed and recorded.

### **Grant Funding and Pre-Construction Assistance**

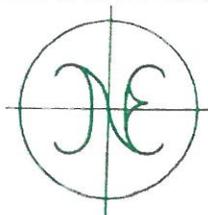
**\$1500**

1. MBPS will be available to review materials, prepared by others, for grant application submittals and grantor-responses to ensure that the project is (1) properly represented and described, and (2) not compromised by grant conditions that would conflict with environmental or permit requirements.
2. MBPS will review City Engineer's construction documents and bid package. We will verify that the design is consistent with the approved project and that all permit conditions and environmental mitigations are included.

# NEILL ENGINEERS Corp.

SHERMAN W. LOW, R.C.E.  
GARY W. WHITE, L.S.

CLAYTON B. NEILL, JR., R.C.E.  
GILBERT M. NEILL, R.C.E.



SUBDIVISIONS, LAND PLANNING,  
WATER SUPPLY, SANITATION,  
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MUNICIPALITIES

CONSULTING ENGINEERS  
MISSION and FIFTH—BOX LL  
CARMEL, CALIFORNIA 93921  
(831) 624-2110  
FAX: (831) 624-3693

January 25, 2016

Mr. Marc Wiener  
City of Carmel-by-the-Sea  
P.O. Box CC  
Carmel-by-the-Sea, CA 93921

**Re: City of Carmel-by-the-Sea  
Rio Park Bikeway/Trail Project**

Dear Marc,

We are pleased to submit our proposal to provide professional engineering services to modify the concept Rio Park Bikeway/Trail alignment plan to a level necessary to obtain City and County planning agencies permits. Our work will be co-ordinated with Brian Roseth.

Our proposed scope of work consists of revising the base map and alignment plan to show:

- Modified bikeway/trail alignment as approved by City Council
- Add parking lot and access road adjacent to Mission Ranch property. Prepare detail map as required
- Preliminary analysis of grades and evaluate need for retaining walls
- Preliminary design for CAWD maintenance truck loads
- Identify new locations of crosswalks, signage (per traffic engineers report)
- Detail plan for location gates/fences, signage for terminus design features at both ends
- Prepare Street Improvement maps detailing extended improvements on Lausen and Rio Road
- Preliminary cost estimates
- Attendance at meetings as necessary
- Provide copies of maps to Agencies as necessary

Additional field survey and mapping will be required to include more topographic information such as existing vegetation, trees, site improvements, etc., for the realignment, preliminary design of a parking lot, detailed design features at each end of the bikeway/trail termination and transition into the right-of-way, street improvement along Lausen and Rio Road, evaluating grade issues and needs/location for retaining walls.

Our work also includes flagging out the bikeway/trail alignment in the field as well as existing easement locations for a walk-through approval by all parties. Once agreed upon a metes and bounds description would be prepared along with an Exhibit Map identifying the adjoining properties, bikeway/trail alignment and existing easements.

Compensation for our professional engineering services as described above estimated to be within the range of \$35,000 - \$40,000. Invoices for services will be submitted monthly for work completed and in progress.

Please note that our fee does not include compensation for any Lot Line Adjustment work for the Mission Ranch property. We can perform this work on a time and materials basis or provide you with a cost when the project progresses to that stage.

Please let me know if you have any questions or require additional information. We look forward to and appreciate working for the City of Carmel-by-the-Sea on this very worthwhile project.

Very truly yours,

A handwritten signature in blue ink that reads "Sherman W. Low". The signature is written in a cursive, flowing style.

Sherman W. Low, PE

### A.2.1. Pathway Design

#### Discussion

Ten-foot wide paved paths are usually best for accommodating all uses, and better for long-term maintenance and emergency vehicle access. When motor vehicles are driven on shared use paths, their wheels often will be at or very near the edges of the path. Since this can cause edge damage that, in turn, will reduce the effective operating width of the path, adequate edge support should be provided. Edge support can be either in the form of stabilized shoulders, a concrete "ribbon curb" along one or more edges of the path, or constructing additional pavement width or thickness. Constructing a typical pavement width of 10 feet, where right-of-way and other conditions permit, lessens the edge raveling problem.

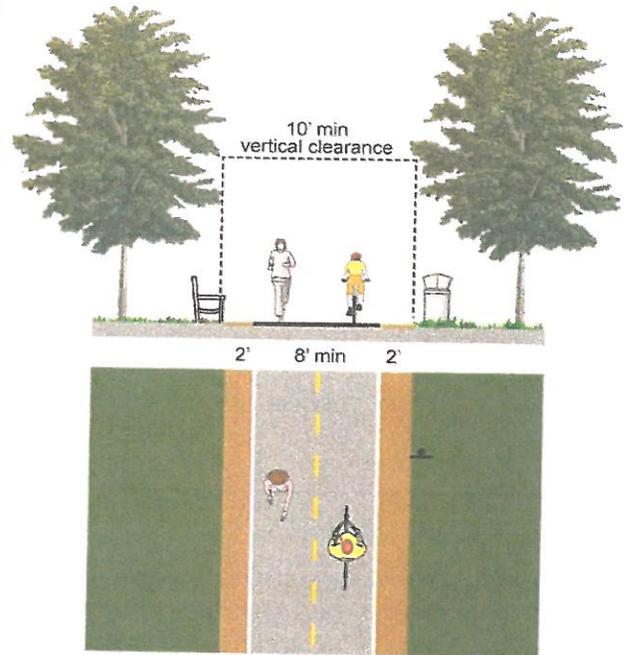
#### Surfacing and Path Construction

Thicker surfacing and a well-prepared sub-grade will reduce deformation over time and reduce long-term maintenance costs. At a minimum, off-street paths should be designed with sufficient surfacing structural depth for the sub-grade soil type to support maintenance and emergency vehicles.

Asphalt and concrete are the most common surface treatment for multi-use paths, however the material composition and construction methods used can have a significant determination on the longevity of the pathway. Surface selection should take place during the design process.

If trees are adjacent to the path, a root barrier should be installed along the path to avoid root uplift.

#### Recommended Design



#### Design Summary

##### Width

8 feet minimum paved path width (Caltrans). AASHTO recommends a paved width of 10 feet.

A 3 to 4-foot wide native surface path may be considered alongside shared-use paths for runners.

##### Paving

Hard, all-weather pavement surfaces are usually preferred over those of crushed aggregate, sand, clay or stabilized earth (AASHTO).

##### Separation From Highway

When two-way shared use paths are located adjacent to a roadway, wide separation between a shared use path and the adjacent highway is desirable. Bike paths closer than 5 feet from the edge of the shoulder shall include a physical barrier to prevent bicyclists from encroaching onto the highway (Caltrans). Where used, the barrier should be a minimum of 42 inches high (AASHTO).

#### Design Example





# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

AB 1091  
February 2, 2016  
Orders

|                 |  |
|-----------------|--|
| <b>TO:</b>      | Honorable Mayor and Members of the City Council<br>Mike Calhoun, Interim City Administrator  |
| <b>FROM:</b>    | Council Member Dallas and Mayor Pro Tem Talmage  |
| <b>SUBJECT:</b> | Consideration of the Appointment of Chip Rerig as City Administrator and Consideration of a Resolution Authorizing the Mayor to Execute an Employment Agreement between the City of Carmel-by-the-Sea and Chip Rerig, City Administrator |

### RECOMMENDATION

Appoint Chip Rerig as City Administrator and authorize the Mayor to execute an employment agreement between the City of Carmel-by-the-Sea and Chip Rerig, City Administrator.

### SUMMARY

Prior to the departure of City Administrator Doug Schmitz, thinking was underway to determine his successor. A potential City Administrator candidate, Chip Rerig, (Chief of Planning, Engineering, and Environmental Compliance for the City of Monterey, and former Carmel Planning Department staff member) was identified. A series of rigorous interviews were held and a thorough vetting process was undertaken by Ralph Andersen and Associates, including 18 interviews, the results of which were shared with the community on January 14, 2016.

During this process a subcommittee was appointed by Mayor Burnett, comprised of Council Member Dallas and Mayor Pro Tem Talmage. Working with City Attorney Don Freeman and Employment Attorney Samantha Zutler, they oversaw the drafting of an employment agreement for Rerig should he be appointed City Administrator. That document is attached for Council review.

If appointed Rerig would begin as City Administrator March 1, 2016.

### PRIOR CITY COUNCIL ACTION

N/A

### ATTACHMENTS

1. Resolution
2. Employment Agreement

**CITY OF CARMEL-BY-THE-SEA**

**CITY COUNCIL**

**RESOLUTION 2016-\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
AUTHORIZING THE MAYOR TO EXECUTE AN EMPLOYMENT AGREEMENT  
BETWEEN THE CITY OF CARMEL-BY-THE-SEA AND CHIP RERIG, CITY  
ADMINISTRATOR.**

---

WHEREAS, the City Council of the City of Carmel-by-the-Sea has conducted an interview for the position of City Administrator; and

WHEREAS, the City Council thereafter offered the position of City Administrator to Chip Rerig; and

WHEREAS, the City Council wishes to set forth the terms and conditions of employment in a written agreement with Mr. Rerig;

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Carmel-by-the-Sea that the attached employment agreement entitled "Employment Agreement" (Exhibit "A") is hereby approved, and the Mayor is directed to sign the agreement for and on behalf of the City of Carmel-by-the-Sea.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 2nd day of February, 2016 by the following roll call vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

SIGNED:

ATTEST:

---

Jason Burnett, Mayor

---

Ashlee Wright, City Clerk

## **CITY ADMINISTRATOR AT-WILL EMPLOYMENT AGREEMENT**

### **1. Employment.**

This City Administrator At-Will Employment Agreement (Agreement) is entered into by and between the City of Carmel-by-the-Sea (City) and Richard (Chip) Lyons Rerig, Jr. (Administrator). Under this Agreement, the City offers, and Administrator accepts, employment as City Administrator of the City. Administrator shall be an at-will employee, and serve at the pleasure of the City Council of Carmel-by-the-Sea (City Council).

### **2. Duties.**

Administrator shall perform those duties and have those responsibilities that are commonly assigned to a City Administrator of a city in California, and as may be further set forth in the City's Municipal Code. Administrator shall perform such other legally permissible and proper duties and functions consistent with the office of City Administrator, as the City Council shall from time to time assign.

### **3. Devotion to City Business.**

Administrator's position is full-time. Administrator shall not engage in any business, educational, professional, charitable, or other activities that would conflict or materially interfere with performance of his Administrator duties, except as may be specifically authorized or requested by the City Council.

### **4. Term.**

Administrator's employment will commence March 1, 2016, and shall continue until March 1, 2021, or the date of earlier termination in accordance with provisions in this Agreement. On March 1, 2018, and on every succeeding March 1<sup>st</sup> thereafter while this Agreement is in effect, and on the condition that Administrator receives positive performance reviews in the two preceding years, this Agreement shall be automatically extended for two (2) additional years unless prior to that date the City Council notifies Administrator of its intention not to extend the Agreement for two additional years. The City Council's election not to extend this Agreement shall not entitle Administrator to Severance pursuant to Section 6 of this Agreement.

The "reset" provision in this Section is a result of the parties' intent that the relationship between Administrator and the City be long-term and stable. Notwithstanding these intentions, the parties acknowledge that Administrator is an at-will employee, who serves at the pleasure of the City Council.

### **5. City Council Commitments.**

**A.** Except for the purpose of inquiry, the City Council and its members shall deal with all subordinate City employees, officers, contractors, and consultants solely through the Administrator or the Administrator's designee, and neither the City Council nor any member thereof shall give direction to any subordinate of the Administrator, either publicly or privately.

**B.** No member of the City Council will order the appointment or removal of any person to any office or employment under the supervision and control of the Administrator.

**C.** Neither the City Council nor any of its members shall interfere with the execution of the powers and duties of the Administrator, as specified in the Municipal Code, this Agreement, or any other lawfully adopted and authorized document.

**D.** Within 90 days of the Administrator's appointment, the City Council will conduct a public meeting with the City Administrator to clearly outline and agree to strategic objectives and expectations of the Administrator.

**6. Termination of Employment and this Agreement; General Release; Severance.**

**A.** Administrator serves at the pleasure of the City Council and nothing in this Agreement shall be interpreted to prevent, limit or otherwise interfere with the right of City to terminate the services of Administrator with or without cause. There is no express or implied promise to Administrator for any form of continued employment.

**B.** If the City terminates this Agreement (thereby terminating Administrator's employment) within one year of the date of execution of this Agreement without cause, as determined by the affirmative votes of a majority of the members of the City Council at a regular or special meeting of the City Council, and if Administrator signs, delivers to the City Council, and does not revoke, the General Release Agreement ("Release Agreement") attached hereto as Exhibit A, City shall pay Administrator a lump sum equal to twelve (12) months of Administrator's base salary, plus health (medical, dental, and vision) benefits.

If the City terminates this Agreement after one year of the date of execution of this Agreement, but within two (2) years of the date of execution of this Agreement, and the remaining conditions discussed in this Section are present, City shall pay Administrator a lump sum equal to nine (9) months of Administrator's base salary plus health (medical, dental, and vision) benefits.

If the City terminates this Agreement after two years of the date of execution of this Agreement, and provided that there are at least six months remaining in the Agreement, and the remaining conditions discussed in this Section are present, City shall pay Administrator a lump sum equal to six (6) months of Administrator's base salary plus health (medical, dental, and vision) benefits.

**C.** If City terminates this Agreement (thereby terminating Administrator's employment) with cause, as determined by the affirmative votes of a majority of the members of the City Council at a regular or special meeting of the City Council, Administrator shall not be entitled to any additional compensation or payment, including Severance, but shall be entitled only to accrued Base Salary and vacation pay, and any other accrued and unused benefits according to their terms. ("Accrued Salary and Benefits").

**D.** As used in this Agreement, “cause” shall only mean any of the following:

Conviction of, or plea of guilty or nolo contendere to, any crime or offense (other than minor traffic violations or similar offenses) which, in the determination of the City Council, is likely to have a materially adverse impact on the City or the Administrator’s reputation;

Failure of the Administrator to observe or perform any of his duties and obligations, if that failure continues for a period of thirty (30) business days from the date of his receipt of notice from the City Council specifying the acts or omissions deemed to amount to that failure;

Conviction of any crime involving an “abuse of office or position,” as that term is defined in Government Code Section 53243.4, or of moral turpitude;

Repeated failure to carry out a directive or directives of the City Council made by the City Council at a properly noticed and held meeting; and

Any grossly negligent action or inaction by Administrator that materially and adversely: (a) impedes or disrupts the operations of City or its organizational units; (b) is detrimental to employees or public safety; or (c) violates City’s properly-established rules or procedures.

**E.** The City Council agrees that, prior to termination of Administrator, the Council will provide Administrator a written notice of the basis for its dissatisfaction with Administrator. Administrator shall have thirty (30) days in which to “cure” the issues raised in the written notice received from Council. Determination of whether Administrator has satisfactorily “cured,” and whether termination is still warranted, shall be at the discretion of the City Council.

**F.** In no event may Administrator be terminated within ninety (90) days before or after any municipal election for the selection or recall of one or more of the members of the City Council.

**G.** If, during the term of this Agreement, including any extensions, Administrator dies, Administrator’s estate shall receive Accrued Salary and Benefits, but shall not be entitled to any additional compensation or payment, including Severance.

**H.** Administrator may resign from his employment at any time, upon giving forty-five (45) days written notice to the City Council. In the event of resignation, Administrator shall not be entitled to any additional compensation or payment, including Severance, but shall be entitled only to accrued Base Salary and vacation pay, and any other accrued and unused benefits according to their terms. (“Accrued Salary and Benefits”).

**7. Base Salary and Performance Evaluations.**

**A.** Administrator's initial annual Base Salary shall be One Hundred Ninety Thousand Dollars (\$190,000.00). Said amount shall be payable in the same manner and on the same schedule as that of other City employees. Adjustments in Administrator's Base Salary may be effective at any time at the sole discretion of the City Council.

**B.** The City Council shall evaluate Administrator's performance at least six (6) months from the date of Administrator's appointment, and at least twelve (12) months every year thereafter, or on any schedule deemed appropriate by the City Council. Said review and evaluation shall be in accordance with specific objectives developed by the City Council in consultation with Administrator.

**C.** Whenever a cost of living adjustment or other non-merit based salary increase is provided to other management employees, the City Council shall consider whether it is reasonable and appropriate to grant a similar increase to the City Administrator's Base Salary upon the written request of the City Administrator.

**D.** Administrator's Base Salary adjustments approved by the City Council from time to time pursuant to this Agreement shall not require an amendment to this Agreement to be effective. Such may be set forth in an annual salary resolution or minute action approved by the City Council and ratified by resolution.

**E.** If the City reduces the Base Salary or any other financial benefit of the Administrator in a percentage that is greater than the average reduction of all managers, such action shall constitute a termination of this Agreement without Cause under Section 6.A. of this Agreement, and Administrator shall be entitled to Severance.

**8. Benefits.**

**A. Deferred Compensation.** City agrees to provide a Section 457 deferred compensation program which will be administered by CalPERS or Nationwide (whichever Administrator chooses), and to pay into such program for Administrator's benefit, in January of each year, \$1,500 per month, or \$18,000 annual. The parties acknowledge that Administrator's previous employer, the City of Monterey, offered a pension plan with a 2.7% at 55 formula, while the City of Carmel-by-the-Sea offers a pension plan with a 2.0% at 55 formula. The City's contributions to the Section 457 plan discussed in this Section are provided as compensation for this difference.

**B. Pension.** City agrees to enroll Administrator as a member of the Public Employees Retirement System (PERS) in the PERS plan in which it participates on behalf of other City employees. Administrator is a "classic" member of PERS, in that he qualifies for pension reciprocity as stated in Cal. Gov. Code Section 7522.02(c). Administrator's PERS benefits are consistent with City policy under the CALPERS plan.

Administrator shall pay the entire 'employee' share of the mandatory contribution as well as three percent (3%) of the employer's mandatory contribution.

C. City shall also provide Administrator with the same limited retiree health coverage as set forth in City Resolutions affecting other management employees.

D. **Health and Medical Benefits Insurance.** City shall provide Administrator with the same health plans (medical, dental, and vision) which are provided to other City employees. City shall pay the same amount that it pays for other management employees (currently 85%) of the employee and dependent rate or premium as is determined by the City Council.

E. **Life Insurance and Accidental Death/Dismemberment.** City shall provide Administrator with the same life insurance and accidental death/ dismemberment insurance benefits that are provided to other City employees, and shall pay that portion of the employee and dependent rate or premium as is determined by the City Council for all management employees.

### **Physical Examination**

Each calendar year, City shall provide Administrator with an executive physical examination, at a cost not to exceed One Thousand Dollars (\$1,000.00) by a qualified physician or medical facility, of Administrator's choice, within reasonable proximity to City. The Administrator may be randomly drug tested consistent with that performed on sworn public safety employees,

F. **No Car Allowance/ Use of Personal Vehicle.** Administrator's duties require him to be available and to respond to the demands of City business at all times and outside of regular business hours, including weekends. City shall not pay Administrator a monthly car allowance, but shall reimburse Administrator for any mileage driven in his personal vehicle at the standard mileage rate, as determined by the Internal Revenue Service.

G. **No Housing Allowance.** City shall not pay Administrator a housing allowance.

H. **Equipment.** Administrator will either use a cell phone provided by the City, with monthly cellular fees paid by the City consistent with City policy, or his personal cell phone, for City business. Administrator will determine which option to exercise. In the event City Administrator elects to use his personal cell phone for city business, City Administrator will provide City with any city related texts or email messages upon request of City.

City shall not pay for the purchase, installation, and maintenance of compatible computer equipment (hardware, software and internet access) for Administrator at his residence. City will provide a City owned laptop computer to Administrator.

I. **Business and Professional Expenses.** City recognizes that Administrator may incur expenses of a non-personal, job-related nature that are reasonably necessary to Administrator's service to City. City agrees to either pay such expenses in advance or to reimburse the expenses, so long as the expenses are incurred and submitted according to City's normal expense reimbursement procedures or such other procedure as may be designated by the City Council. To be eligible for reimbursement, all expenses must be supported by documentation meeting City's normal requirements and must be submitted within time limits established by City.

City agrees to pay the professional dues and subscriptions on behalf of Administrator which are necessary for Administrator's continuation or full participation in international, national, regional, state, or local associations and organizations necessary and desirable for Administrators continued professional participation, growth and advancement, or for the good of the City, in an amount not to exceed Three Thousand Five Hundred Dollars (\$3,500.00) per year.

**J.** City agrees to pay Administrator's travel and subsistence expenses for official travel, meetings, and occasions reasonably necessary to continue Administrator's professional development, and for Administrator's reasonable participation in necessary official and other functions for the City; including, but not limited to, national, regional, state, and local conferences, and governmental groups and committees on which Administrator serves as a member. Notwithstanding the above, the City Council shall have discretion to determine the number of conferences and meetings for which the City will reimburse Administrator for attending each year.

**K. Educational Incentive Program.** Administrator shall be eligible to participate in the City's Educational Incentive Program. Within a reasonable period, City Administrator will obtain ICMA certification, at City's expense.

**L. Vacation, Sick, Executive, and Bereavement Leave.**

Vacation Leave. In recognition of his prior service to the City, Administrator shall be deemed to have accrued fifteen (15) days of paid vacation leave on the date of the commencement of his employment. Thereafter, Administrator shall accrue vacation leave at the same rate as other management employees. For purposes of vacation accrual, Administrator shall be deemed, as of March 1, 2016, to have accrued seven (7) years of City service.. Administrator is eligible to use leave any time after appointment. Administrator may accrue up to twice his annual allotted amount of vacation. Administrator may "sell back" vacation at the same rate as other management employees (currently 80 hours per fiscal year). Upon termination or resignation from employment or the non-renewal of this Agreement, Manager shall be paid for all accrued and unused vacation time based on the Administrator's Base Salary at the time of payment.

Sick Leave. In recognition of his prior service to the City, Administrator shall be deemed to have accrued fifteen (15) days of paid sick leave on the date of the commencement of his employment. For purposes of sick leave accrual, Administrator shall be deemed, as of March 1, 2016, to have accrued seven (7) years of City service. Thereafter, Administrator shall accrue sick leave at the same rate as other management employees. During the Term of this Agreement there is no limit to the amount of sick leave the Administrator may accrue. In the event of termination or resignation from employment or the non-renewal of this Agreement, Administrator shall be entitled compensation the same as other management employees (currently for fifty percent 50% of his accrued but unused sick leave), subject to the limitations applicable to other City employees. Alternatively, Administrator may convert the equivalent amount of sick leave to retirement credit in accordance with PERS rules and regulations.

Executive Leave. In recognition of his prior service to the City, Administrator shall be deemed to have accrued 80 hours of Executive Leave on the date of commencement of

employment. Thereafter, the City shall grant Administrator 80 hours of Executive Leave on July 1 of each year commencing July 1, 2016. Executive Leave shall not roll over from year to year. Executive Leave shall have no cash value and may not be cashed out during or at the end of Administrator's tenure with the City.

Bereavement Leave. Administrator shall be entitled to use bereavement leave as per City policy (currently 24 hours.) each fiscal year for serious illness, disability, or death in the Administrator's immediate family.

**M. Holidays.** Consistent with other City employees, Administrator shall receive paid holidays annually as approved by City Council (currently 12 days).

Administrator shall also receive eight (8) hours of General Leave on July 1 of each year. General Leave does not roll over from year to year, and shall have no cash value.

**9. Abuse of Office or Position.**

If Administrator is convicted of a crime involving an abuse of his office or position, all of the following shall apply: (a) if Administrator is provided with administrative leave pay pending an investigation, Administrator shall be required to fully reimburse City such amounts paid; (b) if City pays for the criminal legal defense of Administrator (which would be in its sole discretion, as it is generally not obligated to pay for a criminal defense), Administrator shall be required to fully reimburse City such amounts paid; and (c) if this Agreement is terminated, any Severance Pay and Severance Benefits related to the termination that Administrator may receive from City shall be fully reimbursed to City or shall be void if not yet paid to Administrator. For purposes of this Section, abuse of office or position means either: (1) an abuse of public authority, including waste, fraud, and violation of the law under color of authority; or (2) a crime against public justice or of moral turpitude.

**10. Enforcement of this Agreement.**

The prevailing party in any action brought to enforce this Agreement or to resolve any dispute or controversy arising under its terms and conditions, shall be entitled to payment of his or its reasonable attorneys' fees and costs.

**11. Indemnification.**

City shall defend, hold harmless and indemnify Administrator against any tort, professional liability claim or demand, or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Administrator's duties as City Administrator. If City compromises or settles any such claim or suit, City shall pay the amount of any settlement, or if the claim results in a judgment against Administrator, City shall pay any such judgment. This indemnification does not apply to any act, action or omission arising out of the gross negligence, willful misconduct on the part of Administrator, or acts of Administrator outside the scope of his duties.

**12. Notices.**

Any notices to be given hereunder by either party to the other in writing may be effected either by personal delivery, mail, or email. Mailed notices shall be addressed to the parties as set forth below, but each party may change his/her/its address by written notice given in accordance with this Section. Notices delivered personally or by email will be deemed communicated as of actual receipt. Mailed notices will be deemed communicated and received as of three (3) calendar days following the date of mailing.

CITY: City of Carmel-by-the-Sea  
Mayor  
\_\_\_\_\_  
\_\_\_\_\_, CA 9\_\_\_\_

ADMINISTRATOR: Richard (Chip) Lyons Rerig, Jr.  
\_\_\_\_\_  
\_\_\_\_\_, CA 9\_\_\_\_

**13. Conflict With Municipal Code.**

The City Municipal Code, personnel ordinances, resolutions, rules and policies shall apply to Administrator in the same manner as applied to other management employees. However, in the event of a conflict between the provisions of this Agreement and the Municipal Code, the Municipal Code shall govern.

**14. Entire Agreement.**

This Agreement represents the entire agreement between the parties and supersedes any and all other agreements, either oral or in writing, between the parties with respect to the employment of Administrator by City, and contains all of the covenants and agreements between the parties with respect to that employment. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, oral or otherwise, have been made by either party, or by anyone acting on behalf of either party, which are not embodied herein, and that no other employment agreement, statement, or promise not contained in this Agreement shall be valid or binding upon either party.

**15. Modifications.**

Any modifications to this Agreement shall be effective only if in writing and signed by both of the parties hereto.

**16. Effect of Waiver.**

The failure of either party to insist upon strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant, or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

**17. Partial Invalidity.**

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

**18. Governing Law.**

This Agreement shall be governed by and construed in accordance with the laws of the State of California.

This Agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

City of Carmel

By: \_\_\_\_\_  
Jason Burnett  
Mayor

Chip Rerig

\_\_\_\_\_

Attest:

\_\_\_\_\_  
Ashlee Wright, City Clerk

Approved as to Form:

\_\_\_\_\_  
Samantha W. Zutler, Employment Counsel

## Exhibit A

### GENERAL RELEASE AGREEMENT

This General Release Agreement (“Release Agreement”) is entered into by and between \_\_\_\_\_ (“Administrator”) and CITY OF \_\_\_\_\_ (“City”), in light of the following facts:

- A. Administrator’s employment with City concluded on \_\_\_\_\_.
- B. Certain disputes have arisen between City and Administrator.
- C. City and Administrator each deny any liability whatsoever to the other.
- D. City and Administrator wish to fully and finally resolve any and all disputes they may have with each other,
- E. Administrator is hereby informed that he/she has twenty-one (21) days from receipt of this Agreement to consider it. City hereby advises Administrator to consult with his legal counsel before signing this Agreement.

F. Administrator acknowledges that for a period of seven (7) days following the signing of this Agreement (“Revocation Period”), he may revoke the Agreement. This Agreement shall not become effective or enforceable until the day the Revocation Period has expired.

G. Administrator acknowledges that the Salary Payment referenced in paragraph 1 of this Agreement represents all compensation, including salary, accrued benefit balances and reimbursed expenses, due and payable to him through the date of employment termination. Administrator also acknowledges that City has made this Salary Payment without regard to whether he signs this Agreement. The Salary Payment does not constitute consideration for this Agreement.

1. Receipt of Salary Payment. Administrator hereby acknowledges receipt of a check or checks for all compensation owing to him, including salary, accrued benefit balances and reimbursed expenses (“Salary Payment”) from City.

2. Severance. Within five (5) days following Administrator’s signing, delivering to the City, and not revoking this Agreement, City shall pay Administrator the gross amount provided for in Section 6.A. of the attached Employment Agreement, less applicable deductions, and shall provide the months of medical benefits as provided in that same Section 6.A. Administrator acknowledges that the Severance is in excess of all amounts due and owing him as a result of his employment by City.

3. General Release. In consideration of the Severance to be paid and provided to Administrator, and other good and valuable consideration, Administrator hereby releases and discharges City and its past and present City Council Members, employees, representatives and agents, from all rights, claims, causes of action, and damages, both known and unknown, in law

or in equity, concerning and/or arising out of his/her employment by City which he/she now has, or ever had, including but not limited to any rights, claims, causes of action or damages arising under Title VII of the Civil Rights Act of 1964, the Vocational Rehabilitation Act of 1973, the Employee Retirement Income Security Act, the Americans with Disabilities Act, the Age Discrimination in Employment Act, the Older Workers Benefits Protection Act, the Family and Medical Leave Act of 1993, the Domestic Partners Act of 2003, the California Labor Code, the Private Attorneys General Act of 2004, the California Moore-Brown-Roberti Family Rights Act, the California Unruh Civil Rights Act, the California Fair Employment and Housing Act, any other federal, state, or local employment practice legislation, or any federal or state common law, including wrongful discharge, breach of express or implied contract, or breach of public policy.

Administrator hereby waives and relinquishes all rights and benefits afforded by Section 1542 of the Civil Code of California. Administrator understands and acknowledges the significance and consequences of this specific waiver of Section 1542. Section 1542 of the Civil Code of California states as follows:

“A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor.”

Notwithstanding the provisions of Section 1542, and for the purpose of implementing a full and complete release and discharge of City and its past and present City Council Members, employees, representatives and agents, Administrator expressly acknowledges that this General Release is intended to include in its effect, without limitation, all claims which he does not know or suspect to exist in his favor.

Administrator further acknowledges that he has read this General Release and that he understands that this is a general release, and that he intends to be legally bound by the same.

4. Fees and Costs. Administrator and City agree that in the event of litigation relating to this Release Agreement, the prevailing party shall be entitled to recover his/its reasonable attorneys’ fees and costs.

Dated: January 29, 2016

\_\_\_\_\_

By: \_\_\_\_\_  
CITY OF CARMEL

Dated: January 29, 2016

\_\_\_\_\_

By: \_\_\_\_\_

CITY ADMINISTRATOR

Approved As To Form:

By: \_\_\_\_\_

Date: \_\_\_\_\_

Attest:

By: \_\_\_\_\_

Date: \_\_\_\_\_





# CITY OF CARMEL-BY-THE-SEA

## Council Report

February 2, 2016

**To:** Honorable Mayor and Members of the City Council  
Michael Calhoun, Interim City Administrator

**From:** Paul Wood, Finance Manager

**Subject:** **Mid-Year Financial Review FY15-16 and Supplemental Appropriations**

### RECOMMENDATION(S):

Receive Mid-Year review report for FY15-16, and approve mid-year supplemental appropriation requests.

### FY15-16 Revenue and Expenditure Update:

In the City's FY15-16 adopted budget, overall revenue was expected to grow by about 4.7% over FY14-15, and the first six months of the year is outpacing that rate at 10.1%. Led by strong Property Taxes and Transient Occupancy Tax (TOT), the General Fund is exceeding budget in all major revenue categories:

| Revenues                | FY15-16 Annual Budget | FY15-16 Mid-Year Actual | FY15-16 Mid-Year Expected | Over/(Under)      |
|-------------------------|-----------------------|-------------------------|---------------------------|-------------------|
| Property Taxes          | \$ 5,052,340          | \$ 3,352,812            | \$ 3,031,404              | \$ 321,408        |
| Sales & Use Taxes       | \$ 5,222,560          | \$ 2,536,531            | \$ 2,506,829              | \$ 29,702         |
| Transient Occupancy Tax | \$ 5,573,000          | \$ 3,598,030            | \$ 3,455,260              | \$ 142,770        |
| Business License Tax    | \$ 583,000            | \$ 597,032              | \$ 577,170                | \$ 19,862         |
| Other Revenues          | \$ 2,775,626          | \$ 1,196,918            | \$ 1,110,250              | \$ 86,668         |
| <b>Total</b>            | <b>\$ 19,206,526</b>  | <b>\$ 11,281,323</b>    | <b>\$ 10,680,913</b>      | <b>\$ 600,410</b> |

Likewise, General Fund expenditures are trending net positive with negatives and positives split between functional areas (see below).

Council and Administrative areas have negative components due mainly to (1) legal fees related to labor group negotiations, personnel issues and the gas line explosion and (2) greater than budgeted spending on recruitment and noticing. While some of the legal fees are being submitted as claims to our insurers for reimbursement, many are not and we will seek to fund these by utilizing available money that is already budgeted.

The overage in Planning & Building is mostly due to having contractors effectively filling staff positions until permanent full-time staff can be hired. While the negative is small at this point, with the adding of staff through hiring, and the doubling up as training continues, more funds will be required for outside contractors. Again, we will seek to fund these expenditure overages by utilizing available money that is already budgeted elsewhere.

| Expenditures                   | FY15-16 Annual Budget | FY15-16 Mid-Year Actual | FY15-16 Mid-Year Expected | (Over)/Under      |
|--------------------------------|-----------------------|-------------------------|---------------------------|-------------------|
| Council & Admin                | \$ 4,685,589          | \$ 3,117,462            | \$ 3,139,421              | \$ 21,959         |
| Planning & Building            | \$ 967,983            | \$ 485,771              | \$ 483,992                | \$ (1,779)        |
| Public Safety                  | \$ 6,294,856          | \$ 3,111,504            | \$ 3,147,428              | \$ 35,924         |
| Public Works                   | \$ 2,636,464          | \$ 1,193,749            | \$ 1,318,232              | \$ 124,483        |
| Library (+ Comm Act/Marketing) | \$ 1,901,128          | \$ 746,624              | \$ 950,564                | \$ 203,940        |
| Debt Service                   | \$ 1,332,623          | \$ 405,159              | \$ 405,000                | \$ (159)          |
| <b>Total</b>                   | <b>\$ 17,818,643</b>  | <b>\$ 9,060,269</b>     | <b>\$ 9,444,637</b>       | <b>\$ 384,368</b> |

To summarize the operational budget, revenues are strong, but we expect a weakening national economy to slow the excess revenues we are currently seeing (especially in sales tax, less so in TOT and property tax). Expense-wise, in total, we have been prudent in the first 6 months, with pockets of overspending that we will attempt to fund by re-allocating from the existing budget. If funds are needed "inter-departmentally," approval from the City Council will be required, and staff will bring the request as needed.

## CAPITAL PROJECTS

The City's Capital Projects program at mid-year reflects the same sort of scenario that we have seen in the last 2 years. Capital Project requests are up 36% over last year (\$6,471,152 vs. \$4,746,425 last year) due to a variety of carry-overs from the previous year.

Mid-Year Review and Supplemental Appropriations Staff Report

February 2, 2016

Page 3

Using the same rationale as with operating revenues and expenditures, as a whole, spending on Capital Projects is at 30% (or \$1,309,408 short) of annual projections at the midpoint of the fiscal year.

| Capital Projects               | FY15-16 Annual Budget | FY15-16 Mid-Year Actual | FY15-16 Mid-Year Expected | (Over)/Under        |
|--------------------------------|-----------------------|-------------------------|---------------------------|---------------------|
| Facilities                     | \$ 258,060            | \$ 41,072               | \$ 129,030                | \$ 87,958           |
| Forest, Parks & Beach          | \$ 759,788            | \$ 90,038               | \$ 379,894                | \$ 289,856          |
| Forest Theater                 | \$ 2,000,000          | \$ 631,216              | \$ 1,000,000              | \$ 368,784          |
| Library & Community Activities | \$ 20,000             | \$ 20,000               | \$ 20,000                 | \$ -                |
| Parking                        | \$ 200,000            | \$ 9,485                | \$ 100,000                | \$ 90,515           |
| Public Works                   | \$ 369,817            | \$ 187,484              | \$ 184,909                | \$ (2,576)          |
| Sunset Center                  | \$ 689,649            | \$ 275,940              | \$ 344,825                | \$ 68,884           |
| Streets & Roads                | \$ 2,173,838          | \$ 680,933              | \$ 1,086,919              | \$ 405,986          |
| <b>Total</b>                   | <b>\$ 6,471,152</b>   | <b>\$ 1,936,168</b>     | <b>\$ 3,245,576</b>       | <b>\$ 1,309,408</b> |

| Vehicles & Equipment   | FY15-16 Annual Budget | FY15-16 Mid-Year Actual | FY15-16 Mid-Year Expected | (Over)/Under     |
|------------------------|-----------------------|-------------------------|---------------------------|------------------|
| Administration         | \$ 25,000             | \$ -                    | \$ 12,500                 | \$ 12,500        |
| Information Technology | \$ 150,000            | \$ 48,919               | \$ 75,000                 | \$ 26,081        |
| Public Safety          | \$ 237,914            | \$ 117,859              | \$ 118,957                | \$ 1,098         |
| Sunset Center          | \$ 67,000             | \$ -                    | \$ 33,500                 | \$ 33,500        |
| Forest Parks & Beach   | \$ 98,000             | \$ 62,139               | \$ 62,720                 | \$ 581           |
| <b>Total</b>           | <b>\$ 577,914</b>     | <b>\$ 228,917</b>       | <b>\$ 302,677</b>         | <b>\$ 73,760</b> |

The main message here is that, while our spending on capitals has increased by about 50% over mid-year last year, it still is lagging behind the amount required in order to complete our capitals that we planned to complete for FY15-16. To continue this would require us to, again, roll over the uncompleted projects into FY16-17 while potentially adding new projects.

This would increase our CIP budget by the amount of the roll-over (over \$2M last year). This causes confusion and complicates our accounting and communication related to these projects. The better answer is to budget for what we honestly believe we can complete within any given fiscal year, and then do everything we can to complete the given projects. It also improves our planning process and will help us to do a better job of communicating to the community about improvements around Carmel.

**Mid-Year Capital Projects Supplemental Appropriations Request**

Even though the financial performance up to mid-year is positive, there are projects that will require supplemental appropriations. Exhibit "A" details those requests and their respective funding sources.

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**FISCAL IMPACT: \$81,000**

|                      |   |
|----------------------|---|
| Budgeted (yes/no) no | Funding Sources - General Fund, Measure D |
| As designated        |   |

---

**PREVIOUS COUNCIL ACTION/DECISION HISTORY:**

---

**ATTACHMENTS:**

1. Mid-Year Budget Adjustments Resolution

|  |                    |
|--|--------------------|
| <b>APPROVED:</b><br><br>_____<br>Mike Calhoun, Interim City Administrator | <b>Date:</b> _____ |
|--|--------------------|

**RESOLUTION 2016-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA  
ADOPTING MID-YEAR SUPPLEMENTAL APPROPRIATIONS AND ADJUSTMENTS TO THE  
FISCAL YEAR 2015-16 BUDGET**

---

WHEREAS, the City Council approved the Fiscal Year 2015-16 Operating Plan and Budget by Resolution 2015-040 dated June 15, 2015; and

WHEREAS, adjustments are requested for the Fiscal Year 2015-16 budget based on the actual and estimated sources and uses; and

WHEREAS, the Fiscal Year 2015-16 Budget adjustments requests include adjustments to capital projects totaling \$81,000 per the attached schedule, Exhibit A.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES:

Approve adjustments to revenues and expenditures for the Fiscal Year 2015-16 Budget, per the attached schedule Exhibit A.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 5<sup>th</sup> day of January 2016, by the following roll call vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

APPROVED:

ATTEST:

---

Jason Burnett  
Mayor

---

Ashlee Wright  
City Clerk

Exhibit A

Supplemental Appropriation Request  
Mid-Year Budget Adjustment

| Account                          | Source       | Amount   | Reason  | Current Budget | Adjusted Budget |
|----------------------------------|--------------|----------|---|----------------|-----------------|
| <i>Capital Projects</i>          |              |          |   |                |                 |
| 13-84904<br>Art Appraisal        | General Fund | \$20,000 | To fund an updated art appraisal  | \$0            | 20,000          |
| 13-70904<br>City Hall Renovation | Measure D    | \$11,000 | To account for timing issue of payment for the City Hall Renovation Project             | \$2,000        | \$13,000        |
| 13-70901<br>PD/PW Roof           | Measure D    | \$50,000 | To fund additional repair work for Police Department planters and PD/ Public Works roof | \$25,000       | \$75,000        |



# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

AB 1093  
February 2, 2016  
Orders

|                 |  |
|-----------------|--|
| <b>TO:</b>      | Honorable Mayor and Members of the City Council<br>Mike Calhoun, Interim City Administrator  |
| <b>FROM:</b>    | Marc Wiener, Acting Community Planning and Building Director   |
| <b>SUBJECT:</b> | Consideration of a proposal from Pacific Repertory Theater to install an ADA accessible pathway on the west side of the Forest Theater |

|                               |        |
|-------------------------------|--------|
| <b>AMOUNT OF EXPENDITURE</b>  | \$ TBD |
| <b>AMOUNT BUDGETED</b>        | \$ 0   |
| <b>APPROPRIATION REQUIRED</b> | \$ TBD |

### RECOMMENDATION

1. Receive an update on the proposal to west side pathway at the Forest Theater, consider proposed plans and provide staff with direction;
2. Authorize the City as a co-applicant to the project and waive any City building and planning fees;
3. Direct staff to return to Council with a cost estimate and provide Council the opportunity consider acceptance of the \$100,000 grant.

### SUMMARY

The Forest Theater "Triage" project was approved by the City Council in early 2015, with the goal of having the facility reopen for the 2016 theater season. Project components include repairs to the Forest Theater to bring the facility up to Building Code standards, a new ADA accessible boardwalk on the east side of the property, and a new driveway and concrete path. The project will likely be complete in mid- April per AB 1088.

**PROPOSAL:** The applicant, Pacific Repertory Theater, has submitted a Design Review (DR 15-451) application proposing to construct a new ADA accessible pathway on the west side of the historic Forest Theater site. The proposed pathway would be constructed of concrete and would meander through the forest while avoiding the trees. In addition to the pathway, the applicant is proposing to improve the distributive seating by including two accessible side-aisle seats that would improve ADA compliance. A private donor that is working with Pacific Repertory Theater has indicated a willingness to donate \$100,000 for this project if the pathway is completed within the first half of 2016 and if Pacific Repertory Theater acts as the fiduciary entity for managing and disbursing the funds.

**ALTERNATIVE PROPOSAL:** Staff has met with the applicant and explained that the funds would have to be donated to the City and the City would be responsible for selecting a contractor and managing the project as the City is the owner of the property and facility and any use of City funds for the project would require adherence the City's procurement process and Municipal Code requirements pertaining

to public works projects. Staff also notified the applicant that the City would do its best to streamline the project, but cannot guarantee a completion date of July 1, 2016 given the current status of the Triage project, the timing required for Commission review and public bidding and the use of the facility by other user groups. The applicant has requested the City waive its fees and charges associated with the pathway proposal. The deposit for the historic review has already been spent to pay for the consultant performing the historical determination analysis. However, moving forward, the Council has the option to waive City fees for plan check and building review as the pathway will occur on City property. Council may also direct staff to continue to work with the applicant and to transition the project to staff at the appropriate time.

**PROJECT DESCRIPTION:** The west pathway project description is attached in the form of a letter from the project architect, Brian Congleton (Attachment 1). In general, the pathway project is intended to supplement the elements of access to the Forest Theater. The Triage project provided code-compliant seating for persons with disabilities as well as access to the seating and restroom facilities in proximity to the path of travel. The addition of the west pathway will provide equal access to persons with disabilities, giving them the same options of travel as the general public, and allowing them full access to the designated seating at the aisle. This pathway will also allow both disabled and non-disabled persons to exit the seating area directly to the concession stand and primary restrooms and without passing in front of the audience, shortening the distance, and eliminating undue attention and disturbance during a performance.

The west pathway rendering and site plan are included as Attachment 4. Project components include the following:

- Slope of less than 1:20 for the entire length of the walkway, leading to a ramp approximately 12 feet in length and which would have a slope of 1:12 with metal handrails on both sides;
- Walkway constructed of colored (earth-tone) concrete with some aggregate and measuring a minimum of 4 feet wide with some areas slightly wider to accommodate passing;
- Removal of approximately 4 feet of an existing low stone wall to allow wheelchair access;
- Short stone walls in certain areas of the pathway that would match other stone walls at the site;
- Path lighting (fixture design to be determined), which would be provided via bollard light posts with low-level pools of light to allow safe navigation on path without impacts to performances or the residential neighborhood; and
- Minor landscaping associated with the pathway and the project plans indicate that the pathway will have minimal grading and impacts on the trees; and
- Two accessible side-aisle seats are proposed near the path to improve distributive seating.

**CONSIDERATIONS:** The Historic Resources Board (HRB) reviewed this project on January 19, 2016, to evaluate whether it would have an impact on the historic character of the site. The HRB unanimously voted to issue a Determination of Consistency with the Secretary of the Interior's Standards for the Rehabilitation of Historic Properties. Staff notes that that HRB was supportive of the overall project, in particular the fact that the proposal would not require any demolition to any historic structures or walls on the site.

The Building Official has reviewed these concept plans on a preliminary level and is working with the project architect. The project architect still must provide an analysis of how the project meets ADA requirements, including the requirement for distributive seating. Staff notes that the plans are subject to change once the construction drawings are submitted and the project is plan checked. Staff intends to continue working with the Building Official and the architect on this matter prior to the issuance of the planning permits and prior to the final design and specifications returning to Council for approval.

The Building Official has also noted that the requirement for fully-compliant distributive seating for the Triage project was waived through use of the Historic Building Code with the intent of minimizing disturbance of the historic site, and that the new west pathway project would increase site disturbance. The City Attorney has advised staff that the west pathway should be viewed as separate from the Triage project and is not beholden to previous application of the Historic Building Code. Staff notes that the HRB has determined that the additional disturbance created by west pathway would not be detrimental to the historic character of the site, in part because of its low profile and also because no historic walls or materials would be removed.

**TIMELINE & NEXT STEPS:** Should Council authorize staff to continue working on the west side pathway proposal, the item would return to Council at a later date for approval of the final design and specifications; authorization to proceed in preparation of the documents for bid; and the consideration of the acceptance of the \$100,000 grant and any supplemental appropriation if necessary.

The following is a list of the permitting steps:

1. The project will be reviewed by the Forest and Beach Commission (F&BC). The F&BC will evaluate whether the proposal will have an impact on trees and will make recommendations to staff and the Planning Commission on what permit conditions may be necessary to protect the trees in the area of the pathway.
2. The Planning Commission will issue the planning permit for the project with conditions and potential design revisions if necessary. The Commission will review design issues such as pathway material, path lighting design, railing design, and landscaping. One key consideration is consistency in materials and design with the other elements at the Forest Theater.
3. Once the planning permit is approved the applicant may submit construction drawings for a building permit. The plan check process will include an analysis of ADA compliance. Revisions to the design may be necessary depending on the outcome of this review.
4. Council will receive a cost estimate and consider the \$100,000 grant.

**ENVIRONMENTAL REVIEW:** The California Environmental Quality Act (CEQA) requires environmental review for alterations to historic resources that are not consistent with the Secretary of the Interior's Standards. If the alterations are consistent with the standards, potential historic resource impacts under CEQA do not require further analysis. The HRB concluded that the proposed alterations would be consistent with the Secretary of the Interior's Standards and therefore, additional environmental analysis is not required.

In addition, the proposed project is categorically exempt from CEQA requirements, pursuant to Section 15301 (Class 1) – Existing Facilities. The project includes improvements to the existing infrastructure that will enhance ADA accessibility. There would be minimal grade and no impact to the surrounding

trees. The proposed project does not present any other unusual circumstances that would result in a potentially significant environmental impact and therefore qualifies for a Class 1 exemption.

**PRIOR CITY COUNCIL ACTION**

The City Council approved the Phase I Triage project in 2015.

**ATTACHMENTS**

- 1. Applicant Project Description
- 2. Phase II Assessment
- 3. Triage Project Site Plan
- 4. Project Plans

|  |                        |
|--|------------------------|
| <b>APPROVED:</b><br><br>_____<br>Mike Calhoun, Interim City Administrator | Date: <u>1/27/2016</u> |
|--|------------------------|



RECEIVED  
DEC 11 2015  
City of Carmel-by-the-Sea  
Planning & Building Dept.

December 10, 2015

Marc Weiner, Senior Planner  
CARMEL PLANNING & BUILDING DEPARTMENT  
Post Office Box CC  
Carmel-by-the-Sea, California 93921

RE: Proposed Forest Theater West Pathway

Dear Mr. Weiner:

On behalf of Pacific Repertory Theatre, I am pleased to submit application materials for a proposed West Pathway project at the Forest Theater. As a major Forest Theater user group, PacRep proposes to construct the pathway as a gift to the City of Carmel. The funding for this project is to be provided by a gift to PacRep from an elderly donor wishing to see the project come to fruition during her lifetime.

There are three stipulations to the funding provided by the anonymous donor:

1. The \$100,000 contribution is directed towards the completion of the West-handicapped path at the Forest Theater, with a goal of having the path completed within the first half of 2016, in time for all or part of the 2016 summer season and centennial celebration. Should there be any remaining funds after the West Path project, those funds are directed toward supplementary facility needs in the school space below the main stage.
2. In the event that the West Path project cannot be approved, and completed or nearing completion, within the first half of the 2016 calendar year, the donor reserves the option to either approve an alternate time-table, approve an agreeable alternate project and budget, or to direct that the donation be returned to the donor or her heirs, less any project expenses already incurred.
3. The donor is making this gift to Pacific Repertory Theatre, a non-profit organization, who will act as the fiduciary entity responsible for managing and disbursing the funds. Pacific Repertory Theatre will provide a quarterly accounting to the donor.

Our review of the project scope provides us confidence that the project can be completed within the funding provided. Meeting the schedule for project completion depends on a coordinated effort between PacRep and the City of Carmel for timely processing of approvals.

The proposed pathway responds to comments made by community members, Council members, and Planning Commissioners, during the process of the Phase One Improvements

**Congleton Architect AIA**  
Post Office Box 4116 · Office at Eighth & San Carlos · Carmel, California 93921  
831-626-1928 fax 831-626-1929  
Email: [brian@congletonarchitect.com](mailto:brian@congletonarchitect.com)

Project for the Forest Theater. While the path was part of the original Master Plan, it was removed during Phase One design development in favor of an east-side ramp system to provide access to the center cross-aisle location of designated accessible seating spaces.

Since that time, both the council and the planning commission, as well as many community members, have expressed a general and positive interest for future implementation of the west pathway.

### **Project Characteristics**

The project being submitted is for a path walkway winding diagonally from the west concourse through the forest to the west side of the center cross-aisle. It includes a walk with slope of less than 1:20 for its entire length, leading to a ramp approximately 12 feet in length, having a slope of 1:12, with handrails on both sides. A 180 degree turn in the path, at the west end of the forest area, will provide a method of grade change as well as a resting area, a focal node in the length of the path.

Due to potentially high usage, the path is to be concrete, which will be treated in a manner to visually read as a path through the forest. To accomplish this, the concrete will be stained an earth tone and hand-seeded with exposed aggregate to soften the concrete appearance. Edges of the path will meander somewhat, with wider and narrower places (minimum width four feet), to further soften the look and allow places for persons to pass one another.

The path has been designed to weave through the forest; no trees are proposed for removal or modification. The root structures of a few trees in the immediate proximity of the path will need to be protected during installation of the path and ramp, with possible hand cutting of some roots. We have reviewed the concept with the City Forester and are including necessary precautions as we design the project.

Grading for the project will be minimal, mainly directed toward eliminating cross-slope to make the path level and therefore accessible. Uphill sides of the path may be cut and downhill sides will be filled to create the level (maximum ¼" per foot cross slope) walking surface. While exact export or import is unknown at this initial stage, we expect cut and fill to be fairly balanced.

Landscaping for the pathway should be minimal as well, limited to the areas of disturbance on each side of the path and ramp. The landscape modifications will serve two purposes:

1. Replanting of areas of disturbance to prevent erosion and restore the forest floor.
2. Provide softening of the edges of the concrete pathway as well as defining the path.

Planting materials have not been selected at this stage, but are intended to be indigenous and compatible with the existing flora. In addition to new plantings, stone rip-rap retaining will aid in securing steeper slope areas.

Lighting for the pathway is proposed to be via bollard lights spaced intermittently along both sides of the path. Low-level pools of light from the bollards will allow navigation along the path without light-source impacts on either the theater or surrounding neighborhood.

### **Benefits of the Project**

The pathway project is intended to supplement the elements of access to the Forest Theater. As noted above, the Phase One Forest Theater Project provides code-compliant seating for persons with disabilities as well as access to that seating and restroom facilities in proximity to

the path of travel. The addition of the west pathway to the paths of access will provide equal access to persons with disabilities, giving them the same options of travel as the general public, and allowing them to full access to the designated seating at the cross-aisle. The pathway will also allow both disabled and non-disabled persons to exit the seating area directly to the concession stand and primary restrooms, without passing in front of the audience, shortening the distance and eliminating undue attention and disturbance during performances.

### **Compliance with ADA requirements**

According to the Building Official, a waiver was allowed for the Forest Theater, based on the theater's designation as an historic property, to allow relief from impact that would be imposed on the theater's forest element by full compliance with ADA requirements. At issue is "distributive seating" for persons with disabilities, essentially requiring an even distribution of seating for persons with disabilities throughout all areas of the facility that are accessible.

The upper portion of the house is not accessible, with a steep slope and steps as the only access. The main portion of the house has two areas of access: The center cross-aisle (noted above), and the front of the house adjacent to the main concourse and orchestra area. All of the required seating is currently spaced across the cross-aisle, which meets the required number of wheelchair spaces and the correct location in the audience to provide appropriate viewing angle ("bright line rule").

Accessible seating on the front row would not meet the bright line rule because it is too low in relation to the front of the stage. In addition, such seating would be directly behind persons crossing in the concourse, creating view blockage not allowed in ADA standards. For this reason, accessible seating is not appropriate for the front row of the audience.

Side Aisle Seating: Another element in provision of distributive seating is the requirement for designation of side aisle seating on or in the proximity of a path of access. Because there is only one existing path of access, the only aisle seating provided is in the cross-aisle itself. The proposed west path design has been modified in response to the Building Official's concerns, adding a path to side aisle seating midway between the center cross-aisle and the front of the house. This path will provide access to two spaces of side aisle seating on the access route with no steps, plus two additional seats (one immediately above, one immediately below) requiring the handling of only two steps to access. While this proposed element does not add to available wheelchair locations, which are already provided in the cross-aisle, it does significantly expand available seating for non-wheelchair patrons with disabilities, and it adds an element to distribution of available seating in the facility.

### **Interface with Phase One Improvement Work**

The proposed West Pathway project is designed to be separate from Phase One Improvements, with four exceptions:

1. Entrance to West Pathway at main concourse: The design calls for the pathway to intersect the main concourse through an existing retaining wall, requiring removal of a small portion of the wall and stonework repair at the exposed wall ends on each side of the path entrance.
2. Upper end of proposed ramp at center cross aisle: The ramp intersects the end of the cross aisle at steps, requiring modification of the steps to meet the width of the ramp, as well as minor modifications to the railing.
3. Path at side aisle: The path to side aisle seating will intersect the steps at a landing (no change to landing required), requiring minor modifications to the railing.

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City of Carmel-by-the-Sea  
Planning & Building Dept.

4. Electrical circuitry for bollard lighting: The proposed bollard lighting will require interface with existing electrical service, either by extension of existing area lighting circuits or by new circuitry from the existing panel.

**Items submitted with this application**

The following items are submitted in this application package:

1. Application for Commercial Design Review.
2. Check for application for Commercial Design Review.
3. Deposit check for historic review.
4. Letter of Project Description (this letter).
5. Two sets of Architectural Drawings of proposed path (sheets A1-A4).
6. Two sets of 11x17 reductions of Architectural Drawings.
7. Color sketch site plan of West Pathway project.
8. Color sketch detail plans of path entry, west turn, and ramp to cross aisle.
9. Color sketch views of west turn and ramp to cross aisle.
10. Color typical detail and section showing path construction.

**Request for waiver of City fees and charges**

Since Pacific Repertory Theatre is proposing to give the West Pathway to the City, and as the project is intended to improve city property and benefit the City and community at large, we respectfully request a waiver of all City fees and charges associated with the project.

In making the contribution, the donor has expressed the desire that other donors and partners step forward to participate in the project. To this end we are seeking both services and materials from local business supporters, and have already had some success. Waiver support from the city would complete the individual-business-municipal funding triumvirate that is so important in accomplishing beneficial projects such as the West Path.

Because such a waiver will require approval by City Council, and because time is of the essence in implementation of the project, PacRep is submitting payment now to expedite the review process, with the request for refund of funds upon Council action.

I trust this adequately explains the aspects of the proposed West Pathway project. We look forward to moving through the City review process. Due to the time-sensitivity of the contribution, and the positive comments and support for the project from both council and planning, I was hoping you might revisit the possibility of getting this proposal before the council in January. I would hate to see a month's delay put the project in doubt.

Thank you, Marc.

Sincerely,



Brian T. Congleton AIA

Encl.

C. Stephen Moorer, Pacific Repertory Company

KENT L. SEAVEY  
310 LIGHTHOUSE AVENUE  
PACIFIC GROVE, CALIFORNIA 93950  
(831)375-8739

January 13, 2016

Mr. Marc Weiner  
Acting Planning Director  
Carmel Planning & Building Dept.  
City of Carmel-by-the-Sea  
P.O. Drawer G  
Carmel, CA 93921

Dear Mr. Weiner:

Thank you for the opportunity to review the proposed Forest Theater Accessible West Pathway Plan for consistency with the *Secretary of the Interior's Standards for the treatment of Historic Buildings*, under the treatment for Rehabilitation.

Rehabilitation is defined as the act or process of making a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.

As stated in the 1992 National Park Service *Illustrated Guidelines for Rehabilitating Historic Buildings*, "The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility."

The Forest Theater is owned by the City of Carmel-by-the Sea, and is listed in their 2003 Historic Resource Inventory (for description and significance of the Forest Theater see California DPR 523 by JRP Historical, Davis, CA provided).

Under the Secretary's Rehabilitation Standards for building sites, retaining the historic relationship between buildings (theater seating), landscape features and open space is recommended, as is minimizing disturbance of terrain around buildings or elsewhere on the site. To the extent feasible, employ historic materials if available, or compatible substitute materials if their use is not technically or economically feasible.

As part of the proposed pathway all work needs to be carefully planned and undertaken so that it does not result in a significant loss of character-defining spaces, features of finishes.

The West Pathway will be located within the NW quadrant of the full Forest Theater site, west of, but parallel with its open seating, and will consist of a slightly meandering switchback trace through forested space. The pathway will consist of a colored concrete aggregate surface, flanked by low, bollard type lighting with appropriate, screening landscaping.

The pathway will require the removal of approximately four feet of an existing low, stone wall to allow wheelchair access. The stone removed will be reused, to the extent possible, in one of two new low walls at the turning of the switchback, where a straight section of stone wall will separate the pathway, and a curved wall section will form a U on the inside of the corner. This section of low wall will be suitable for seating if needed for the continuing climb to the ADA spaces located on the west end of the theater seating. The pathway splits close to the two levels of ADA seating, for easier access to the upper tier. As there is a slight rise in the upper trace, a simple code required open metal railing will be installed. It will not inhibit any views through the landscape setting (see plans and drawings provided).

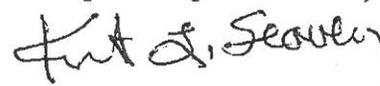
The Accessible West Pathway, as proposed, has a very low profile and blends well into its landscape setting. The short sections of low stone walls are consistent with other stone features within the theater grounds. As designed, this new feature will not visually encroach on the historic relationship between the landscaping and its open space. It clearly minimizes disturbance of the sites terrain, and employs natural and historically appropriate materials in its construction. Its simple design both reflects and respects the existing character-defining spaces, features and finishes of the historic outdoor theater. As designed, the proposed Accessible West Pathway appears to afford the least possible loss of historic materials and that the character-defining features of the historic property will not be obscured, damaged or destroyed.

The Forest Theater is listed as a significant historic resource in the 2008 Carmel Historic Context Statement under the theme of The Development of Arts and Culture (1904-1965) as Carmel's first theater.

CEQA states in CCR Section 15064.5 (2)(B) that a change which demolishes or materially alters in an adverse manner those physical characteristics of an historical resource that account for its inclusion in a local register of historical resources may constitute a substantial adverse change in the significance of the resource. However, CEQA also notes that the degree of potential adverse change be considered "proportionate to the level of significance of an historic resource" based on its relative importance to history.

The proposed work on the subject property will be executed consistent with the *Secretary of the Interior's Standards for Rehabilitation*, with the least possible loss of historic materials so that the remaining character-defining features of the historic resource will not be obscured, damaged or destroyed. All proposed changes are reversible. As proposed the new work will not create a significant change to an historic site and will not cause an adverse effect on the environment.

Respectfully Submitted,

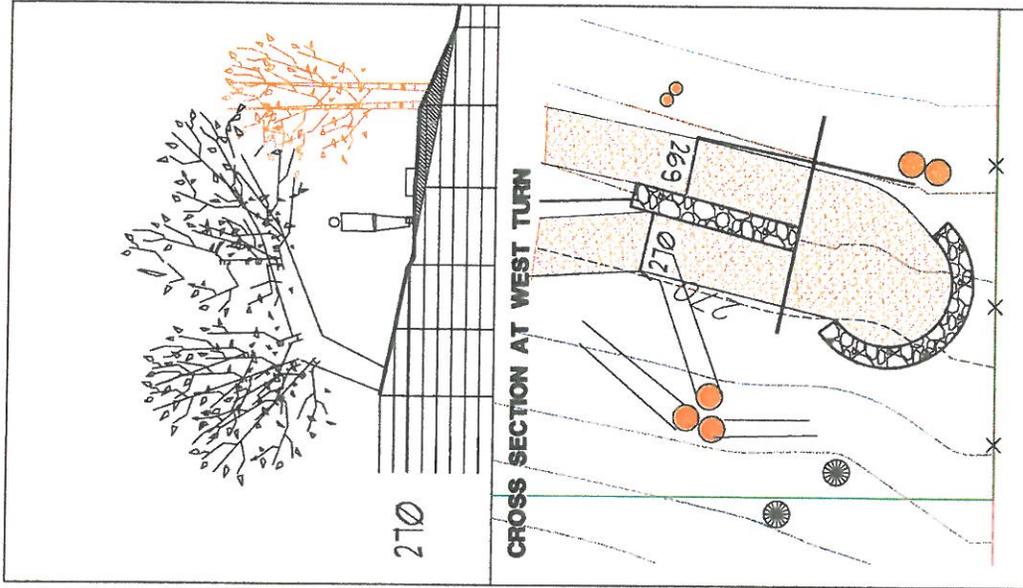




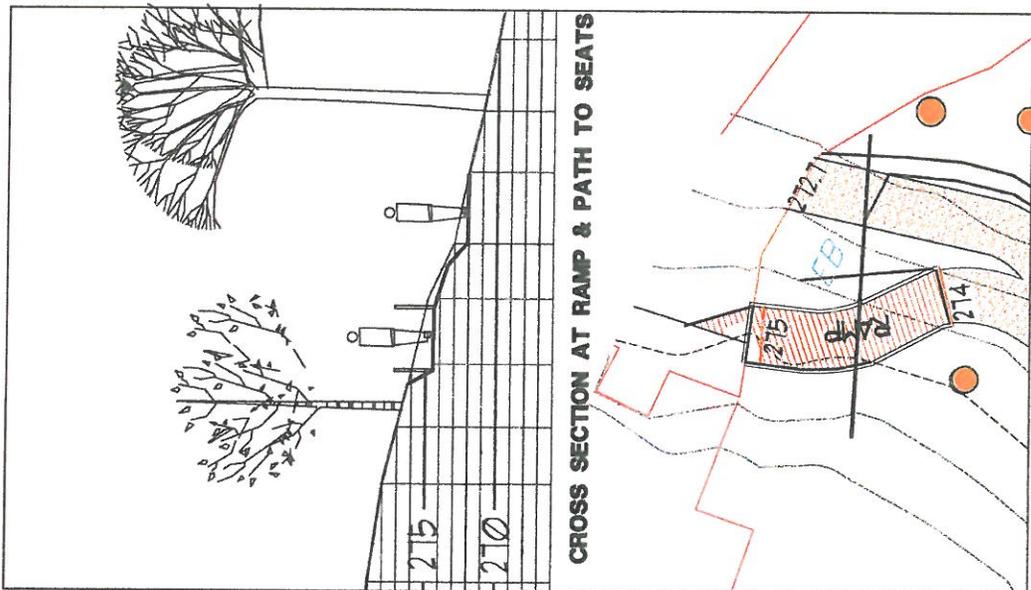






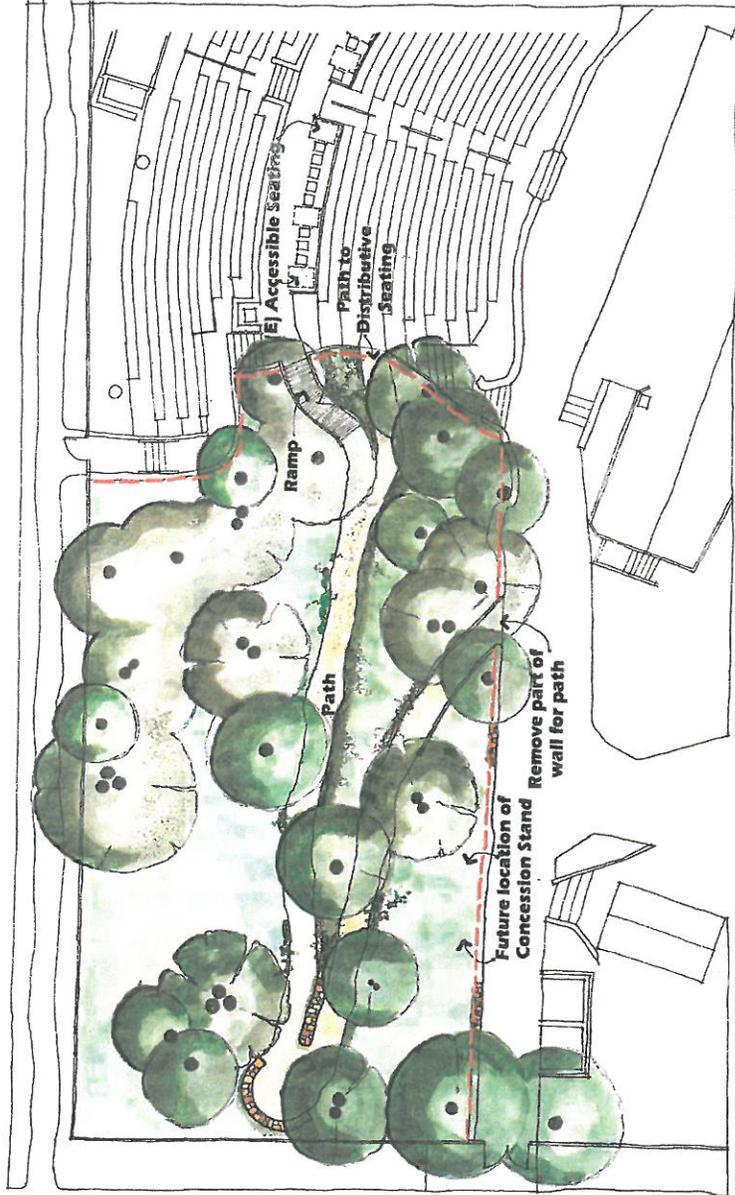


DETAIL AT WEST TURN  
1/4" = 1'-0"  
B



DETAIL AT RAMP & PATH TO SEATS  
1/4" = 1'-0"  
A

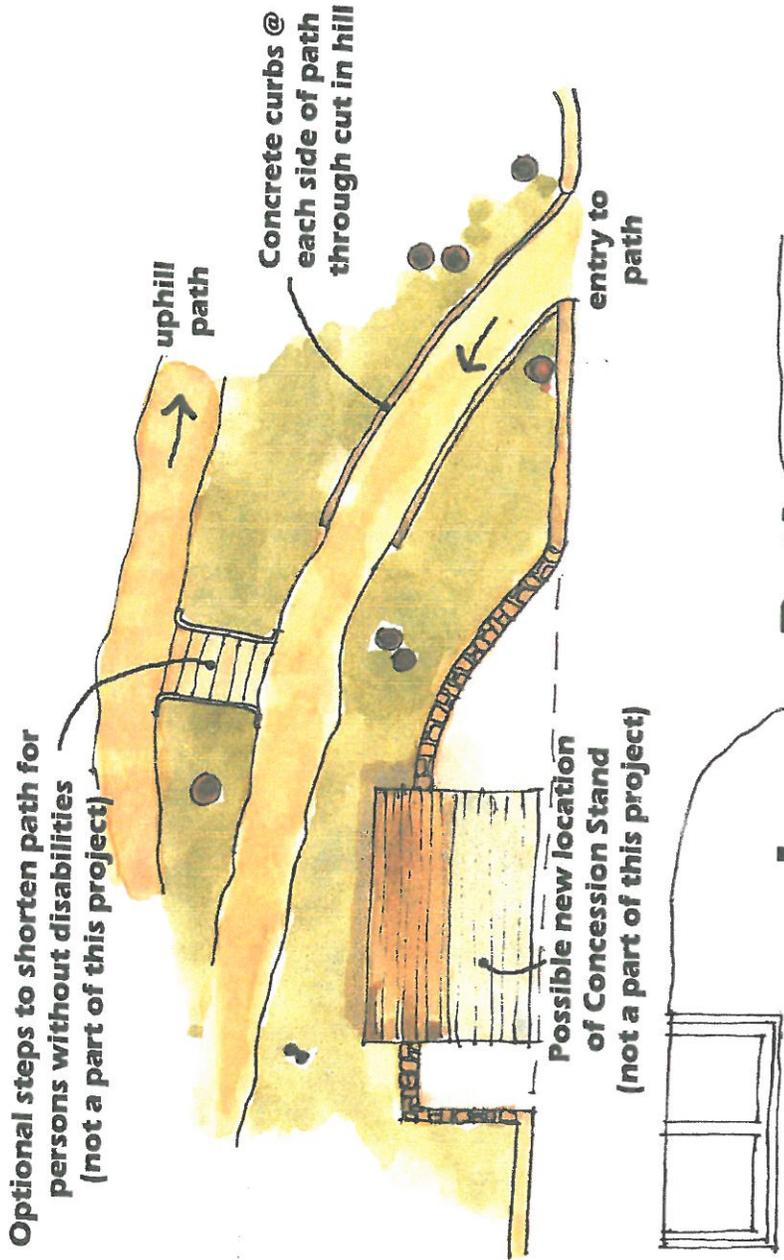




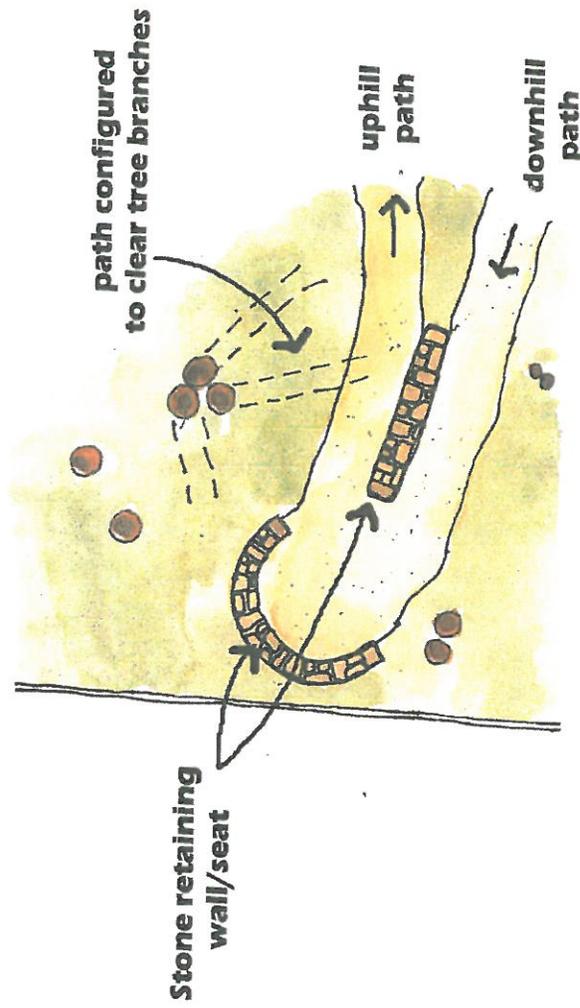
**Forest Theater  
Accessible West Pathway**



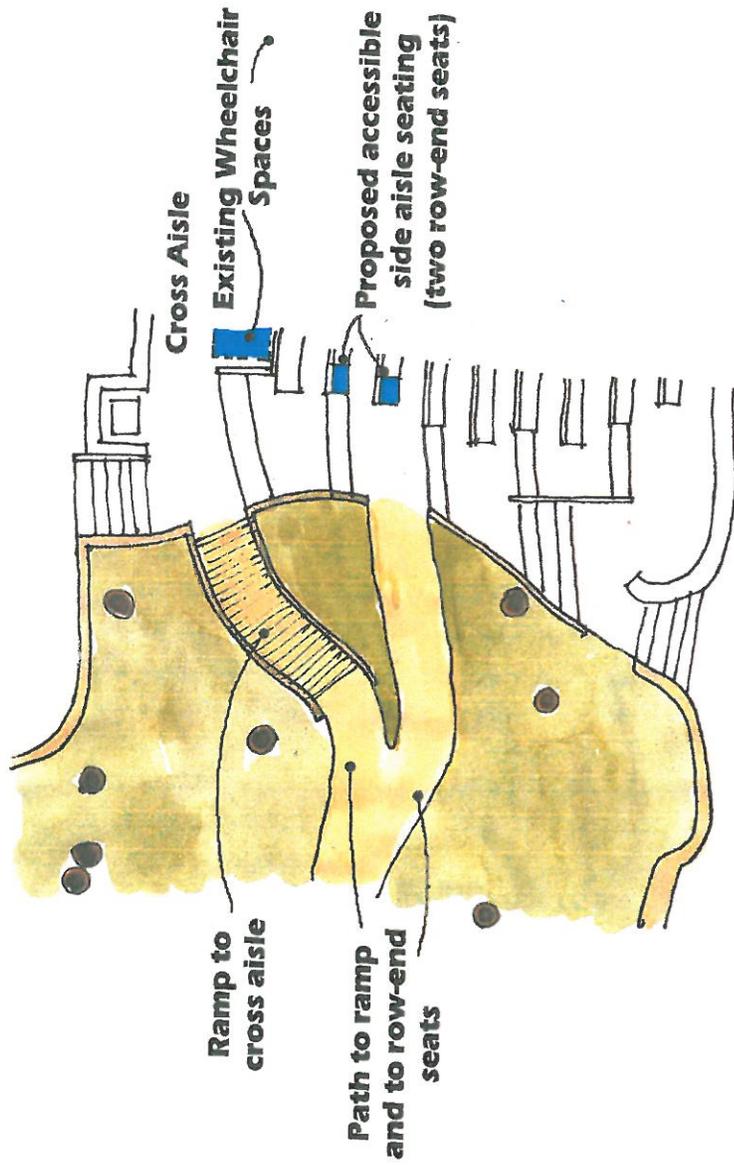
Brian Congleton Architect AIA



# Lower Pathway at Concourse



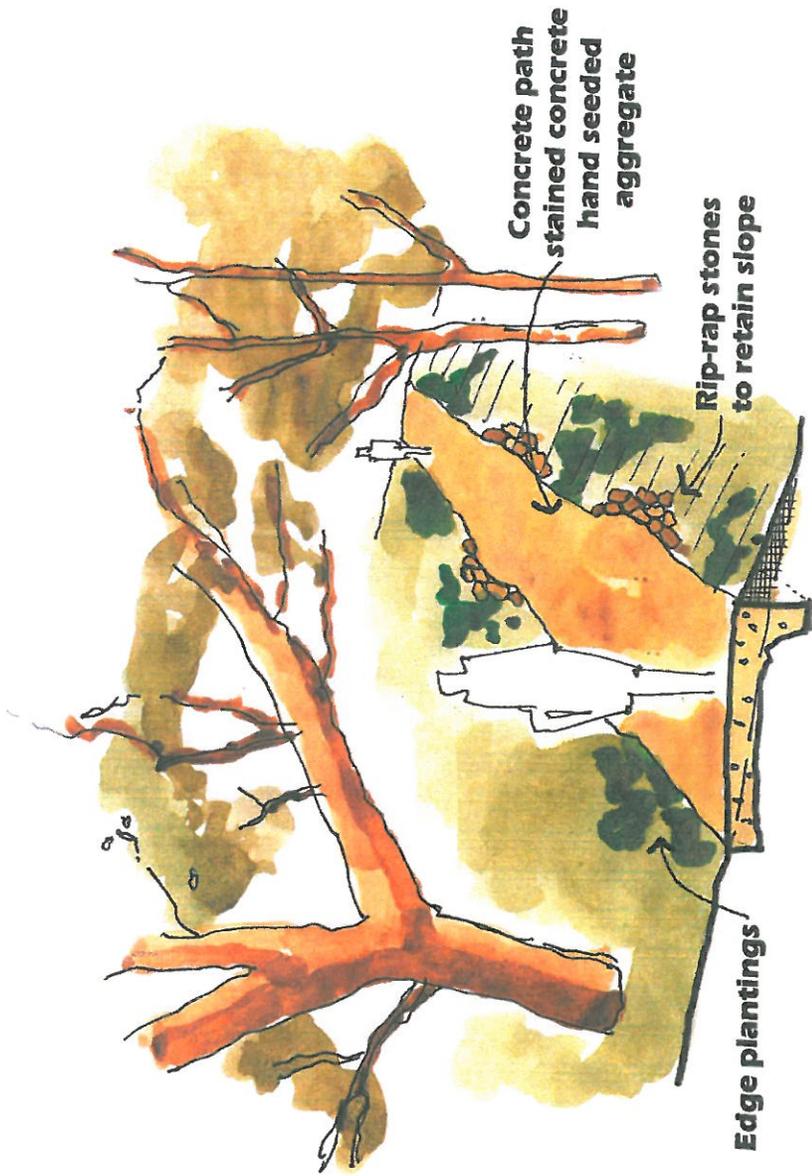
## West Turn



## Ramp & Path at Seating Area



**View toward  
Seating Area**



## Section through Path



# CITY OF CARMEL-BY-THE-SEA

## AGENDA BILL

AB 1094  
February 2, 2016  
Public Hearing

|                 |  |
|-----------------|--|
| <b>TO:</b>      | Honorable Mayor and Members of the City Council<br>Mike Calhoun, Interim City Administrator  |
| <b>FROM:</b>    | Marc Wiener, Acting Community Planning and Building Director<br>Catherine Tarone, Assistant Planner  |
| <b>SUBJECT:</b> | Consideration of an appeal of the Planning Commission's denial of a Design Study (DS 15-327) application for the construction of a new rooftop deck on a single-family residence located in the Single-Family Residential (R-1) Zoning District. The application is being appealed by property owner: Cathryn Carlson. |

|                               |        |
|-------------------------------|--------|
| <b>AMOUNT OF EXPENDITURE</b>  | \$ N/A |
| <b>AMOUNT BUDGETED</b>        | \$ N/A |
| <b>APPROPRIATION REQUIRED</b> | \$ N/A |

### RECOMMENDATION

Deny the appeal and uphold the Planning Commission's decision.

### SUMMARY

#### BACKGROUND/PROJECT DESCRIPTION

The project site is a 5,000-square foot property located at the northwest Corner of Ocean Avenue and Carpenter Street and is developed with a 3,476-square foot, two-story single-family residence. The applicant submitted a Design Study application (DS 15-327) to construct a rooftop deck on the mid-section of the building with two 42-inch high glass guardrails with metal framing on the north and south elevations of the property and a metal spiral staircase on the north elevation for roof access. The Design Study application was reviewed by the Planning Commission at two separate meetings. The project received an initial consideration and continuation on October 20, 2015, and a final consideration and denial on November 18, 2015. The Planning Commission denied the Design Study application by a vote of 3-2. The denial is being appealed by the property owner: Cathryn Carlson.

#### ANALYSIS/DISCUSSION:

##### Planning Commission Review and Staff Analysis

On October 20, 2015, the project received initial consideration by the Planning Commission. At this meeting, the Commission cited concerns regarding the visibility, mass, and bulk of the proposal and whether it was in compliance with Residential Design Guideline 7.2, which states that projects should

"minimize the mass of a building as seen from the public way." The Commission voted to continue the project to the next month's meeting with a condition that the proposed deck railings be staked and flagged.

At the November 18, 2015 meeting, the Planning Commission toured the site to assess the visibility of the proposed deck. The commissioners that voted against the project had concerns with the added mass and bulk associated with the deck and one commissioner thought it would create a three-story appearance. In addition, the Planning Commission cited concerns regarding the potential for furniture to be placed on the roof (i.e. chairs, umbrellas), which would increase the visibility of the deck from the public right-of-way.

The Commission was also concerned that the deck railing would expand the volume of the house that currently exceeds the allowed volume and floor area. The Municipal Code (CMC 17.10.030.D.3.c) allows for the waiver of a volume analysis if the total volume being added is 2% or less of what is allowed for the site. The original proposed deck was 175 square feet in size and staff noted that the deck exceeded 2% and would have to be reduced in size to meet the volumetric waiver. It was noted that this could be accomplished by shifting the south railing 6.5 feet in a northerly direction, which would reduce the size of the deck to 135 square feet which is below 2%. The Commission took this option into consideration. However, the three commissioners that voted against the project did not support the proposal even with potential changes for the reasons cited above. The two commissioners that voted in favor of the project were less concerned with these issues.

#### Basis for Appeal and Staff Analysis

The appeal application notes several grounds for appeal. Below is a general summary of these concerns along with staff responses.

1. The proposed rooftop deck is within the city's acceptable volume parameters.

At the time of the November 18, 2015 meeting, the project, as proposed, located the guardrails on the north and south elevations of the property only a few inches from the edge of the roof so that the railings and vents would not pierce the roof. According to the Municipal Code, if the volume being added by proposed design changes would not exceed 2% of the total allowed volume for the site, the city may waive the requirement to evaluate the exterior volume of the proposed project (CMC 17.10.030.D.3.c). The applicant has shifted the south railing in a northerly direction 6.5 feet, away from the building edge, which has reduced the size deck from 175 square feet to 135 square feet. The volume would now be 427.5 cubic feet, which is slightly below 2% (430 cubic feet) of what is allowed for the site.

However, the existing building exceeds the allowed floor area by 1,326 square feet. While the proposed deck meets the volume requirements, it would still add mass to the building, which is one of the reasons that the Planning Commission denied this application.

2. The appellant asserts that the deck, as proposed, will only be visible from two vantage points--the east side of Ocean Avenue from the street or sidewalk across from the property or driving south on Carpenter Street.

The project plans have been revised since the November 18, 2015 Planning Commission meeting, and the south railing is now proposed to be located six and one-half feet back from the edge of the roof. In

staff's opinion, the railing and any associated activity on the deck would still be visible from Ocean Avenue. The City Council will have the opportunity to visit the site during the tour of inspection.

Residential Design Guideline 5.1 states an objective to "organize functions on a site to preserve reasonable privacy for adjacent properties." Staff does not feel that the proposed deck would impact existing neighboring privacy. Staff notes that the west and east sides of the deck would be screened by the gabled roof elements and the adjacent property to the north is currently a vacant lot. However, staff notes that if a home were to be built on the vacant lot to the north, the rooftop deck, as currently proposed, would be visible from the property.

3. The appellant is willing to impose limits on the height of deck furniture by way of a deed restriction or other means.

At the November 18, 2015 Planning Commission meeting, two commissioners raised a concern regarding the visibility of furniture, such as chairs, tables, heaters, umbrellas, etc., that could be located on the deck by present or future owners. The appellant is proposing to limit the height of deck furniture with a deed restriction would address the commissioners' concerns regarding future uses of the deck and the visibility of these structures that could be placed upon the deck. Staff does not support this proposal as it would create a long-term commitment from staff to enforce it.

#### ALTERNATIVES

This hearing is a de novo hearing. The Council is responsible for reviewing the entire project and is not bound by the decision of the Planning Commission. The November 18, 2015 (Final Review) Planning Commission staff report and minutes are included as attachments 3 and 4 respectively. Based on the Planning Commission's action and an analysis of the components of the appeal, staff recommends that the City Council deny the appeal and uphold the Planning Commission's denial. Draft Findings for denial are included as attachment 2. As an alternative, the Council could continue the application with a request for specific changes, or could grant the appeal.

#### PRIOR CITY COUNCIL ACTION

No prior City Council action.

#### ATTACHMENTS

1. Appeal Application
2. Findings for Denial
3. November 18, 2015 Planning Commission Staff Report
4. November 18, 2015 Planning Commission Minutes
5. Roof Plans

APPROVED:



Mike Calhoun, Interim City Administrator

Date: 1/27/2016

CITY OF CARMEL-BY-THE-SEA  
APPEAL OF PLANNING COMMISSION DECISION

(FILING FEE: \$304.82\*)

Appellant: Cathryn Carlson  
Property Owner: Cathryn Carlson  
Mailing Address: P.O. Box 7233 Carmel, CA 95921  
Phones: Day (831) 383-8881 Evening: (831) 383-8881  
Fax: ( ) Email: Cathrynjcarlson@yahoo.com.sg

Date Board heard the matter: November 18, 2015

*Appeals to the City Council must be made in writing in the office of the City Clerk within 10 working days following the date of action by the Planning Commission and pay the required filing fee as established by the City Council resolution.*

Physical location of property that is the subject of appeal:

NW Corner of Ocean & Carpenter

Lot(s): South 1/2 of 214 Block: 64 APN: 010-033-006

COMMISSION ACTION BEING APPEALED: Denial of roof top deck  
DS 15-327

If you were **NOT** the original applicant or the applicant's representative, please state the evidence that you are an aggrieved party: \_\_\_\_\_

(CONTINUED ON REVERSE SIDE)

**RECEIVED**

NOV 30 2015

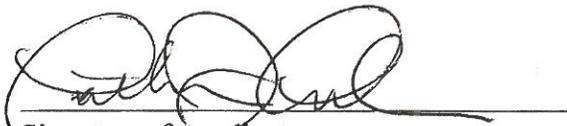
City of Carmel-by-the-Sea  
Planning & Building Dept.

**GROUND FOR APPEAL:** (State the specific basis for your appeal, such as errors or omissions you believe were committed by the Commission in reaching its decision, etc.)

Please see attached.

I CERTIFY UNDER PENALTY THAT THE FOREGOING IS TRUE AND CORRECT:

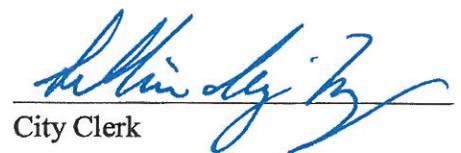
DATED AT: 9:30 a.m./p.m., THIS 30<sup>th</sup> DAY OF November, 2015.

  
Signature of appellant

  
\$304.82 fee\* received: Staff signature

63968  
Receipt #:

ATTEST:

  
City Clerk

\*Article 9, Section 7, of the Constitution of the State of California authorizes a city to impose fees. Also see California Government Code, Section 54344.

**IMPORTANT:** If the appellant wishes to submit materials for duplication and inclusion in the City of Carmel-by-the-Sea's Council agenda packet, the materials must be submitted to the City Clerk by \_\_\_\_\_ working days after the decision of the Commission. This matter is tentatively scheduled to be heard on \_\_\_\_\_.

November 30, 2015 \*\*\*\*\*  
Monday 9:26 am \* City of Carmel-by-the-Sea \*  
By: \*\*\*\*\*  
P.O. BOX CC CARMEL, CA. 93921

Receipt #.: 63968  
Register #.: 000  
Terminal ID: T91

| I.D. Number             | Amount Paid   |
|-------------------------|---------------|
| APEAL APPEAL FEES       | 304.82        |
| Cmt: APP 15-433 CARLSON | 01 36276 0010 |

| Check # | Check Amount | Cash | Amt Tendered | Total Paid | Change |
|---------|--------------|------|--------------|------------|--------|
| VISA    | 304.82       | .00  | 304.82       | 304.82     | .00    |

Paid By.: CATHRYN CARLSON

**RECEIVED**  
NOV 30 2015  
City of Carmel-by-the-Sea  
Planning & Building Dept.

December 5, 2015

To Whom it May Concern:

I am appealing the November 18<sup>th</sup> decision of the Planning Commission not to allow the installation of a roof deck on the flat section of my roof. I was, unfortunately, unable to be present at the original meeting of the Planning Commission on October 20<sup>th</sup> at which the roof deck was first considered (the meeting should have taken place on October 14<sup>th</sup> but was postponed). I was, therefore, not well enough prepared at the November 18<sup>th</sup> meeting to present my case; in particular, I was not aware of some of the concerns voiced by the Planning Commission and did not, therefore, adequately address them.

It is significant that the Planning Commission voted 3-2 not to allow the roof deck as presented. Two of the Commissioners were in favor of it; one Commissioner thought that it would favorably enhance the modern design of my house. On the negative side, one of the commissioners voiced his concern that I (or a future owner) could put tall objects such as umbrellas or heat lamps on the roof deck that could be visible from the street. Another Commissioner was concerned with the large size of the house and the fact that the roof deck might increase its volume beyond what is allowed. I did not pick up any other specific concerns.

Due to the format of the meeting, I was unable to reply to all of these concerns and would therefore like to do so in my appeal. As I mentioned to the Planning Commission, the location of my home – on the corner of the two busiest streets in Carmel – is certainly disadvantageous and detracts significantly from its value. My intention in adding a roof deck is simply to take advantage of the sole attribute of this location – the view from the flat part of the roof – by adding a small roof deck. I am flexible on the size, I am flexible on the material and location of the railings, and I am willing to accept limits on the height of any furniture or objects to be placed on the deck by way of a deed restriction on the house or any other appropriate means. In short, I am willing to work with the City to find a solution to address all concerns voiced by the Planning Commission and I am convinced that a solution can be found. I am investing a significant amount of time and money to improve the appearance and integrity of my house. I, more than anyone, do not want to compromise its improved appearance in any way.

I am flexible on the following:

1. Size/Placement of Railings – Marc Wiener has calculated the additional volume the deck would add to my home in keeping with City requirements and has determined that adding a roof deck does fall within the acceptable volume parameters provided the railing on the Ocean Avenue side is placed at least 4 feet back from the edge of the roof. Due to the fact that there is some necessary equipment on the roof and also for safety reasons given the proposed location of the staircase to access the deck, the railing on the courtyard side of the house must be placed at the edge of the roof. Maximizing the size of the roof deck is not of primary importance. I am willing to accept any size restrictions that the City is comfortable with as long as the railing on the courtyard side of my house can be placed at the edge of the roof.

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**NOV 3 2015**

**City of Carmel-by-the-Sea  
Planning & Building Dept.**

2. Material of Railings – I proposed glass railings because, to me, this seemed the best choice to minimize the visibility of the deck. However, should the City find that metal railings (matching those of my decks) would be more appropriate, I would be prepared to accept metal railings. In fact, almost any kind of railing is acceptable to me at the discretion of the City.
3. Placement of Objects on the Deck - During the November 18<sup>th</sup> meeting, one Commissioner mentioned that it might be possible to place a deed restriction on the house limiting the height of furniture and/or objects which could be placed on the deck. This deed restriction would legally apply to me as well as to any other future owners of the home. I do not plan to put an umbrella or a heat lamp or any other tall objects on the roof deck – and would therefore be willing to accept a deed restriction on the house regarding the placement of any furniture or any object extending above the height of the 42” guardrail. If a deed restriction of this nature is not possible, then I am willing to accept any means of limitation to the same effect proposed by the City.

In its favor, the roof deck as proposed would be visible from only one vantage point – the east side of Ocean Avenue when driving out of town towards Highway 1 or when walking on the sidewalk across from my house. From all other angles, the railings would be shielded from view by trees and/or elements of the house as it now exists. The railings would not be seen by those driving west on Ocean. They would not be seen by those driving north on Carpenter. They would not be seen from any of the neighboring homes. They could possibly be glimpsed very briefly by those driving south on Carpenter, although the privacy wall, still to be rebuilt, and tree cover would go a long way towards shielding them. The fact is that, although the roof deck could only be seen from one particular angle on only one side of Ocean Avenue, it is very likely to go completely unnoticed given most drivers’ concern with the heavy traffic. Furthermore, the deck would not enhance my opportunity to look into any of the neighboring properties; none of my neighbors have voiced any concern.

An alternative use for the flat part of my roof would be the installation of solar panels. The roof has been made ready for solar panels and I will most likely install them if I am unable to have a roof deck. I am uncertain as to how solar panels would appear from the street – they might have to be placed in a slanted (as opposed to flat) configuration in order to most effectively catch the sun. In any case, they would most likely be at least as visible as a roof deck and might actually be less esthetically pleasing.

In summary, my proposed roof deck would not be visible by passers-by with the exception of those driving out of town on Ocean Avenue or those few pedestrians walking on the sidewalk on the south side of the street. I am willing to work with the City to determine the acceptable size of the deck, the placement of the railings, the material of the railings, and finally, I am willing to accept a deed restriction or other means of prohibiting the placement of furniture/objects above the height of the 42” railing on the deck.

Thank you for your consideration.

Yours sincerely,

  
Cathryn Carlson

**RECEIVED**

NOV 8 4 2015

City of Carmel-by-the-Sea  
Planning & Building Dept.

CITY OF CARMEL-BY-THE-SEA

DEPARTMENT OF COMMUNITY PLANNING AND BUILDING

FINDINGS FOR DENIAL

**Application:** APP 15-433 (Carlson)                      **APN:** 010-033-006  
**Location:**        NW Corner of Ocean and Carpenter  
**Applicant:**        Cathryn Carlson

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**CONSIDERATION:**

Consideration of an appeal of the Planning Commission’s denial of Design Study (DS 15-327) application for the construction of a new rooftop deck on a single-family residence located in the Single-Family Residential (R-1) Zoning District. The application is being appealed by property owner: Cathryn Carlson.

**FINDINGS OF FACT:**

1.        The project site is located on the north-west Corner of Ocean Avenue and Carpenter Street. The site is a 5,000 square foot lot that is developed with a 3,476-square foot, two-story, single-family residence. The project site is located in the Single-Family Residential (R-1), Zoning Districts.
2.        The square footage of the residence is nonconforming at 3,476 square feet, which exceeds the allowed square footage by 1,326 square feet.
3.        The applicant applied for a Design Study (DS 15-433) application on September 4, 2015, to add metal channels to the stucco siding of the residence and a 175 square-foot rooftop deck with 42-inch-high metal and glass guardrails. A new aluminum exterior spiral stair case on the north elevation to provide rooftop access is also proposed.
4.        Upon staff referral, these proposals were considered at the October 20, 2015 Planning Commission meeting. The Planning Commission approved the aluminum channels but continued the rooftop deck component of the project with a requirement that the applicant stake the area of the deck with orange netting to reflect the proposed 42-inch high glass railing and locate the railing on the south elevation facing Ocean Avenue four feet back and leave the railing on the north elevation two feet back from the edge of the roof where it was originally proposed. Staff notes that the Planning Commission had concerns with the additional mass and bulk that the glass railing may add to the residence.

5. At the November 18, 2015 Planning Commission meeting, the rooftop deck proposal was again considered. However the locations of the glass guardrails on the north and south elevations of the property had been revised to be flush with the property's wall and only a few inches from the edge of the roof. The revisions to the locations of the railings were made so that the railings and vents would not pierce the roof and cause leaking.

On the tour of inspection, the Planning Commission visited the appellant's property to assess the visibility of the revised proposal. At the meeting, the Commission expressed concern regarding the property's mass and bulk and its nonconforming square footage. Commissioners also had concerns that the deck would appear to be a third story on top of the residence. Finally, the Planning Commission cited concerns regarding the potential for tall deck furniture to exceed the height limits imposed on the railing and increase the visibility of the deck from the public right-of-way. It was on the basis of these concerns that the Planning Commission denied the project in a vote of three opposed and two in favor.

6. An Appeal of the Planning Commission's decision was filed by the property's owner, Ms. Cathryn Carlson, on November 30, 2015. The grounds for the appeal include: 1) that the proposed rooftop deck does fall within the city's acceptable volume parameters, 2) that the appellant asserts that the deck, as proposed, will only be visible from two vantage points--the east side of Ocean Avenue from the street or sidewalk across from the property or driving south on Carpenter Street, 3) that the appellant is willing to accept limits on the height of furniture on the deck by way of a deed restriction or other means.
7. The proposed project is categorically exempt from CEQA requirements, pursuant to Section 15301 (Class 1) – Existing Facilities. The proposed new residence does not present any unusual circumstances that would result in a potentially significant environmental impact.

#### **FINDINGS FOR DECISION:**

1. **Finding:** The subject residence exceeds the allowed floor area by 1,326 square and exceeds the allowed volume. The proposed addition of the rooftop deck (i.e. railing) would increase the volume of the residence by 427 cubic feet:

**Evidence:** Residential Design Guideline 7.2 states that projects should "minimize the mass of a building as seen from the public way." The proposed rooftop deck and any associated furniture would add mass and bulk to a residence that already exceeds the allowed floor area.

2. **Finding:** The applicant has proposed a deed restriction that would limit the height of outdoor furniture on the roof.

**Evidence:** Such a deed restriction would require long-term enforcement by the City and would place an undue burden on staff.



CITY OF CARMEL-BY-THE-SEA

Planning Commission Report

November 18, 2015

**To:** Chair Goodhue and Planning Commissioners

**From:** Marc Wiener, Acting Community Planning and Building Director

**Submitted by:** Catherine Tarone, Assistant Planner

**Subject:** Consideration of an application for revisions to an approved Design Study (DS 13-146) for exterior siding changes on an existing residence located in the Single-Family Residential (R-1) District (New planning application case number: DS 15-327).

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**Recommendation:**

Determine the appropriate action

**Application:** DS 15-327 (Revision #1 to DS 13-146) **APN:** 010-033-006  
**Block:** 64 **Lot:** S. ½ of 2, 3, 4, & 5  
**Location:** Northwest Corner of Ocean Avenue and Carpenter Street  
**Applicant:** Chris Boqua **Property Owner:** Cathryn Carlson

**Background and Project Description:**

The project site is a 5,000-square foot property located at the northwest corner of Ocean Avenue and Carpenter Street and is developed with a 3,476-square foot, two-story single-family residence. On March 11, 2014, the Planning Commission approved a Design Study (DS 13-146) application for alterations to the residence including: installation of new fiberglass windows and sliders, red-cedar vertical slat-siding screens on the exterior, the repair and replacement of existing decks, and the repair of the existing wood fence. The residence is currently under construction.

On September 22, 2015, the applicant submitted an application proposing a 175-square foot rooftop deck on the mid-section of the building with two 42-inch high glass guardrails and a metal spiral staircase on the north elevation for roof access. The applicant also proposed to add aluminum-filled channels to the exterior plaster siding. Upon staff referral, these proposals

were considered at the October 20, 2015 Planning Commission meeting. The Planning Commission approved the aluminum channels but continued the rooftop deck component of the project with a requirement that the applicant stake the area of the deck with orange netting to reflect the proposed 42-inch high glass railing. Staff notes that the Planning Commission had concerns with the additional mass and bulk that the glass railing may add to the residence. The applicant has staked the roof to depict the railing. The south railing facing Ocean Avenue was originally proposed to be set back two feet from the edge of the roof. At the October Planning Commission meeting staff recommended that the south rail be moved an additional two feet back; however, it is now proposed to be flush with the edge of the roof. Additionally, the north railing was originally proposed to be set back two feet from the edge of the roof; however the new proposal places the north railing flush with the edge of the roof so that the railings and vents will not pierce the roof. The Commission will have the opportunity to view the story-poles during the Tour of Inspection.

***Environmental Review:*** The proposed project is categorically exempt from CEQA requirements, pursuant to Section 15301 (Class 1) – Existing Facilities.

**ATTACHMENTS:**

- Attachment A – Project Plans
- Attachment B – Letter from the Property Owner

**CITY OF CARMEL-BY-THE-SEA  
PLANNING COMMISSION SPECIAL MEETING – MINUTES  
NOVEMBER 18, 2015**

**A. CALL TO ORDER AND ROLL CALL FOR TOUR OF INSPECTION**

PRESENT: Commissioners: Martin, Paterson, LePage, Reimers and Goodhue

ABSENT: NONE

STAFF PRESENT: Marc Wiener, Acting Planning & Building Director  
Catherine Tarone, Assistant Planner  
Ashley Hobson, Contract Planner  
Matthew Sundt, Contract Planner  
Cortina Whitmore, Planning Commission Secretary

**B. TOUR OF INSPECTION**

The Commission convened at 2:30 p.m. and then toured the following sites:

- DS 15-328 (Master Work Builders); Monte Verde, 2 NE of 12<sup>th</sup>; Blk: 10, Lot:133
- DS 15-322 (North Point Investments); NE Corner of Ocean and San Antonio; Block: HH, Lot: 2 & 4
- DS 15-327 (Carlson); NW Corner of Ocean Ave. and Carpenter St., Block: 64, Lot: S ½ of 2,4 & 5
- DS 15-352 (Rezai); SE Corner of 4<sup>th</sup> and Perry Newberry, Block: 2B, Lot:4

**C. ROLL CALL**

Chairman Goodhue called the meeting to order at 4:00 p.m.

**D. PLEDGE OF ALLEGIANCE**

Members of the audience joined Commission Members in the Pledge of Allegiance.

**E. ANNOUNCEMENTS/EXTRAORDINARY BUSINESS**

N/A

**F. APPEARANCES**

Mrs. Primrose raised questions regarding the Public Noticing procedure. Marc Wiener clarified noticing procedures.

ABSTAIN: COMMISSIONERS: NONE

2. DS 15- 327 (Carlson) Consideration of an application for revisions to an approved Design Study (DS 13-146) for exterior siding changes on an existing residence located in the Single-Family Residential (R-1) District (New planning application case number: DS 15-327).  
Cathryn Carlson  
NW Corner of Ocean and Carpenter  
Block: 64; Lot :1/2 of 2, 4 and 5  
APN:010-033-006

Catherine Tarone, Assistant Planner provided staff report and brief project history. Ms. Tarone clarified the Carlson residence is a non conforming house and answered questions from the Commission.

Speaker #1: Applicant, Chris Boqua summarized the proposed design changes and answered questions from the Commission.

Chair Goodhue opened the public hearing.

Seeing no speakers, Chair Goodhue closed the public hearing.

The Commissioners held discussion. Commissioner Paterson voiced his concern with the items that will be stored on the roof-top deck. Commissioner Reimers noted the residence is a nonconforming home and the additional deck is against the City's municipal code. Vice Chair LePage asked staff to clarify if decks are included in the site coverage calculations. Marc Wiener clarified decks are included in the volume calculation. Commissioners Martin and Goodhue both share Commissioner Paterson's concerns over the potential roof-top contents.

**Commissioner Paterson motioned to deny application DS 15-327 (Carlson). Motion seconded by Commissioner Reimers and carried on the following vote: 3-2-0-0.**

AYES: COMMISSIONERS: REIMERS, GOODHUE & PATERSON  
NOES: COMMISSIONERS: MARTIN & LEPAGE  
ABSENT: COMMISSIONERS: NONE  
ABSTAIN: COMMISSIONERS: NONE

3. DS 15-057 ( Karapetkov) Consideration of a final Design Study (DS 15-057) and associated Coastal Development permit application for the demolition of an existing residence an construction of a new single family residence located in the Single Family Residential (R-1-C-6) Zoning District  
Jeff Kilpatrick  
3009 Lasuen Drive  
Blk: 10; Lot: 13  
APN: 009-371-013

Ashley Hobson, Contract Planner provided the staff report for DS 15-057 (Karapetkov). Ms. Hobson answered questions from the Commission.







855 BEDFORD DR.  
SALINAS, CA. 93901

PH: 438.744.378  
EMAIL: cbeque@gbdesigns.com

NO. OF SHEETS: 1

PROJECT: CLIENT

CARLSON  
RESIDENCE

ADDRESS:  
NW CORNER OF  
OCEAN & CARPENTER  
CARMEL, CA.

ATTN: 810.477.066

DATE: 8/22/2014  
BLDG. PERMIT APPLICATION

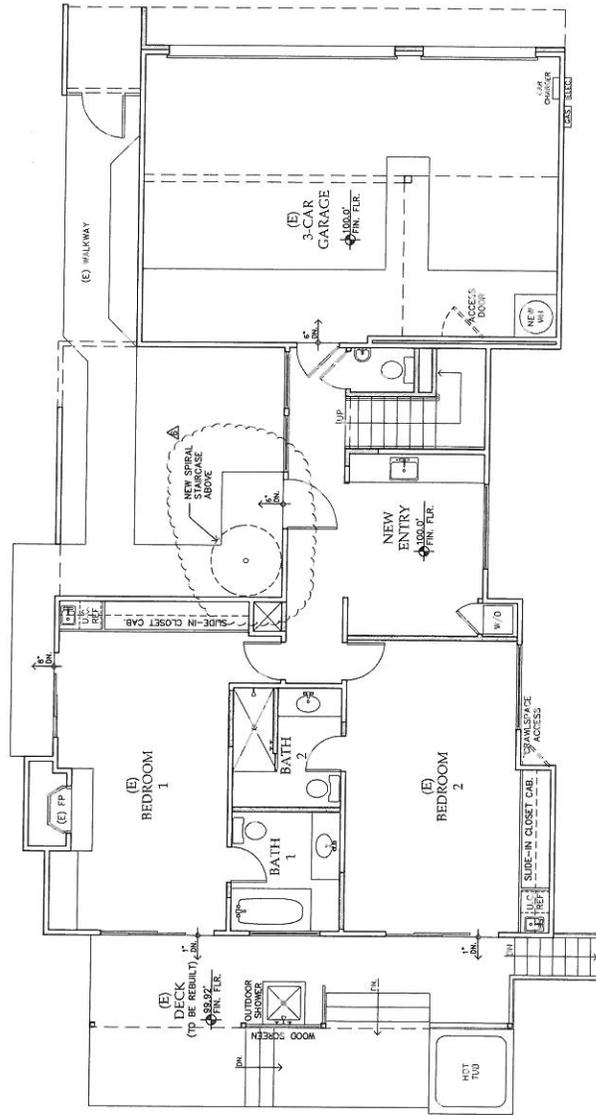
- REVISIONS:
- 1. 8/22/2014: BLDG. PERMIT APPLICATION
  - 2. 8/22/2014: BLDG. PERMIT APPLICATION
  - 3. 8/22/2014: BLDG. PERMIT APPLICATION
  - 4. 8/22/2014: BLDG. PERMIT APPLICATION
  - 5. 8/22/2014: BLDG. PERMIT APPLICATION
  - 6. 8/22/2014: BLDG. PERMIT APPLICATION
  - 7. 8/22/2014: BLDG. PERMIT APPLICATION
  - 8. 8/22/2014: BLDG. PERMIT APPLICATION
  - 9. 8/22/2014: BLDG. PERMIT APPLICATION
  - 10. 8/22/2014: BLDG. PERMIT APPLICATION

CONSTRUCTION  
& ELEC. PLAN

A2.0

WALL LEGEND

- EXISTING WALL TO REMAIN
- DOOR OR WINDOW TO BE REMOVED
- EXISTING WALL TO BE REMOVED
- STUD FRAMED WALL



MAIN LEVEL NOTES & POWER PLAN

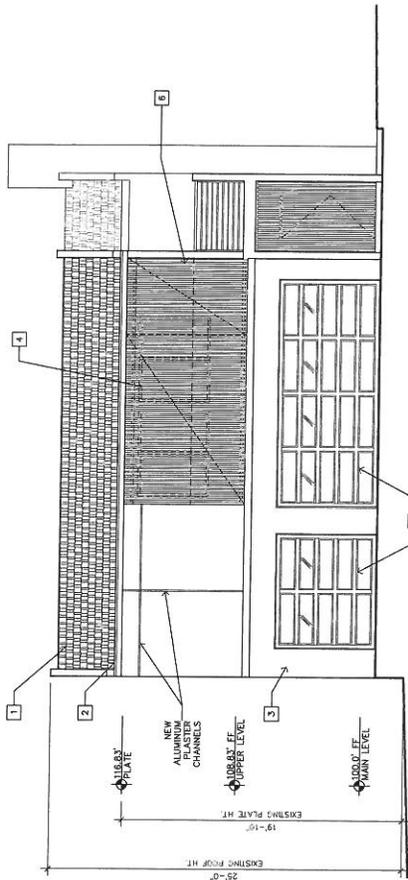
1/4" = 1'-0"



WALL LEGEND

- EXISTING WALL TO REMAIN
- DOOR OR WINDOW TO BE REMOVED
- EXISTING WALL TO BE REMOVED
- STUD FRAMED WALL



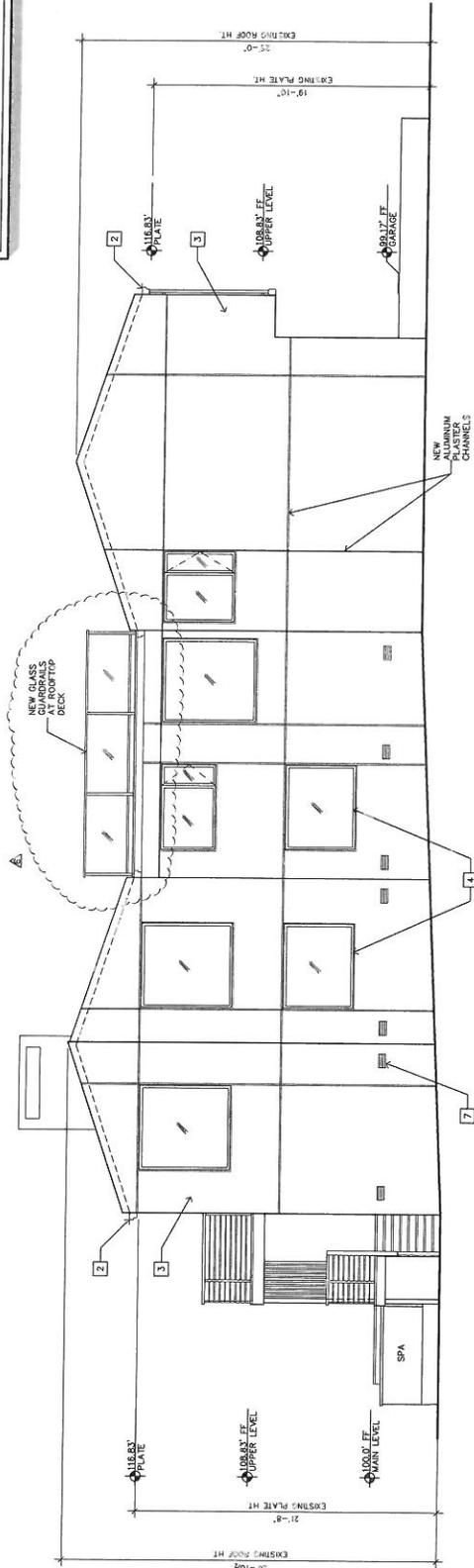


**EAST (REAR) ELEVATION**

1/4"=1'-0"

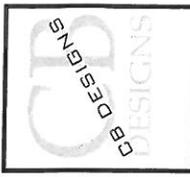
**EXTERIOR FINISH LEGEND**

- 1 (E) CLASS 'A' COMPOSITION ROOFING
- 2 (E) PAINTED G.I. CUTTERS
- 3 (E) PAINTED EXTERIOR PLASTER
- 4 NEW PAINTED FIBERGLASS DOORS & WINDOWS
- 5 PAINTED WOOD DOORS
- 6 NEW STAINED WOOD STAIRS, & SCREENS
- 7 EXISTING GRWLS/SPACE VENTS



**SOUTH (SIDE) ELEVATION**

1/4"=1'-0"



833 BEDFORD DR.  
SALINAS, CA. 92301

PH: (531) 941-0194  
EMAIL: dbdesigns@dbdesigns.com

DATE: 5/25/2014

PROJECT:

CARLSON  
RESIDENCE

NW CORNER OF  
OCEAN & CARPENTER  
CARMEL, CA.

APN: 010-021-006

DATE: 5/25/2014

BLDG. PERMIT APPLICATION

BY:

DB DESIGNS  
3000 UNIVERSITY AVENUE  
SANTA CLARA, CA 95050  
TEL: (408) 253-1111  
WWW.DBDESIGNS.COM  
5/25/14  
17/21/14  
PLS. SEE ATTACHED

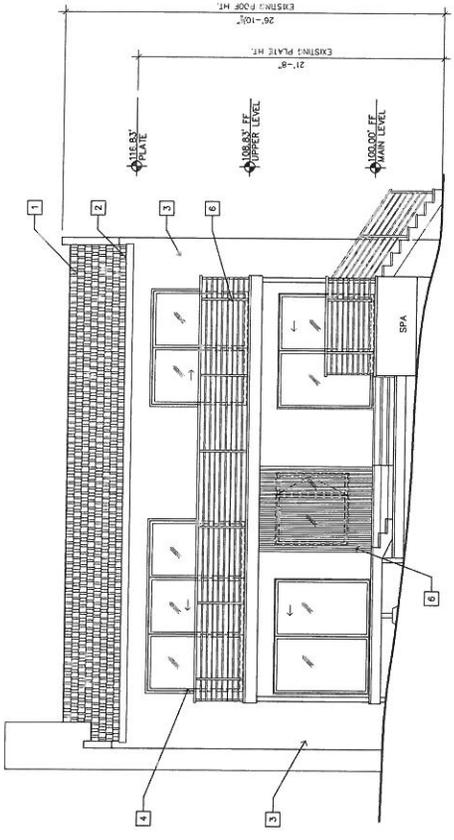
ELEVATIONS

SHEET

A6.1

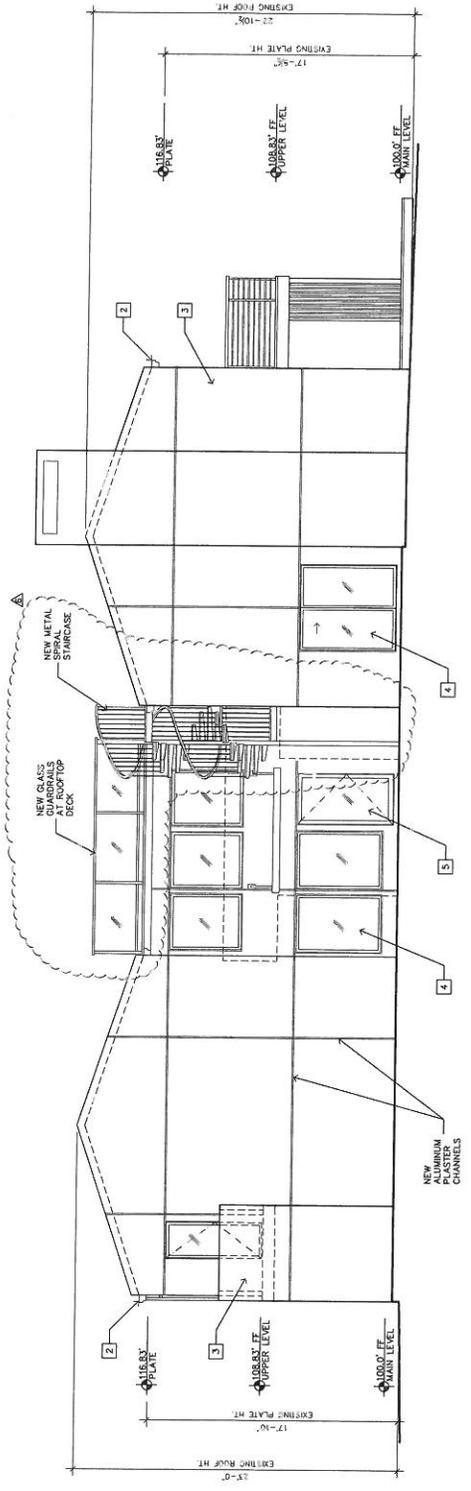
**EXTERIOR FINISH LEGEND**

- 1 (E) CLASS 'A' COMPOSITION ROOFING
- 2 (E) PAINTED G.I. GUTTERS
- 3 (E) PAINTED EXTERIOR PLASTER
- 4 NEW PAINTED FIBERGLASS DOORS & WINDOWS
- 5 PAINTED WOOD DOORS
- 6 NEW STAINED WOOD STAIRS, & SCREENS
- 7 EXISTING CRAWLSPACE VENTS



WEST (FRONT) ELEVATION

1/4"=1'-0"



NORTH (SIDE) ELEVATION

1/4"=1'-0"

**CD DESIGNS**  
DESIGNS

833 BEDFORD DR.  
SALINAS, CA, 93901

PH: 831.513.5266  
EMAIL: cdh@cdesigns.com

NO. OF SHEETS: 1/1

PROJECT: CARLSON RESIDENCE

ARCHITECT: NW CORNER OF OCEAN & CARPENTER CARMEL, CA.

ATN: 010103-006

DATE: 8/27/2014

BUILDING PERMIT APPLICATION

BY: [Signature]

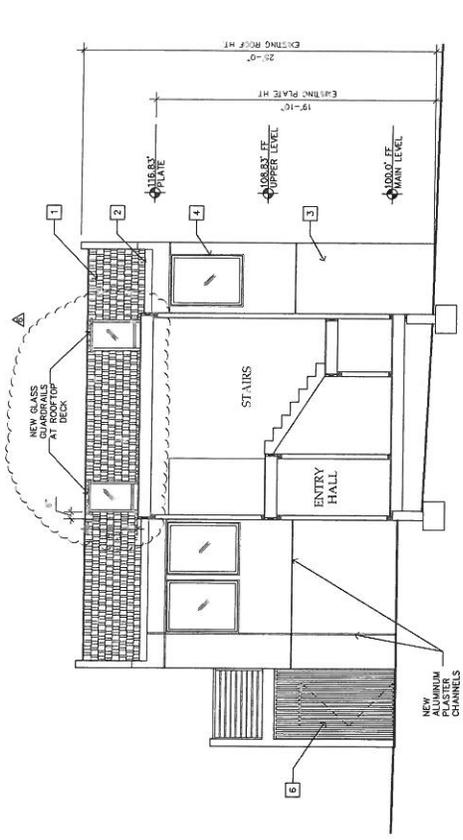
SCALE: 1/4" = 1'-0"

ELEVATIONS

SHEET: A6.2

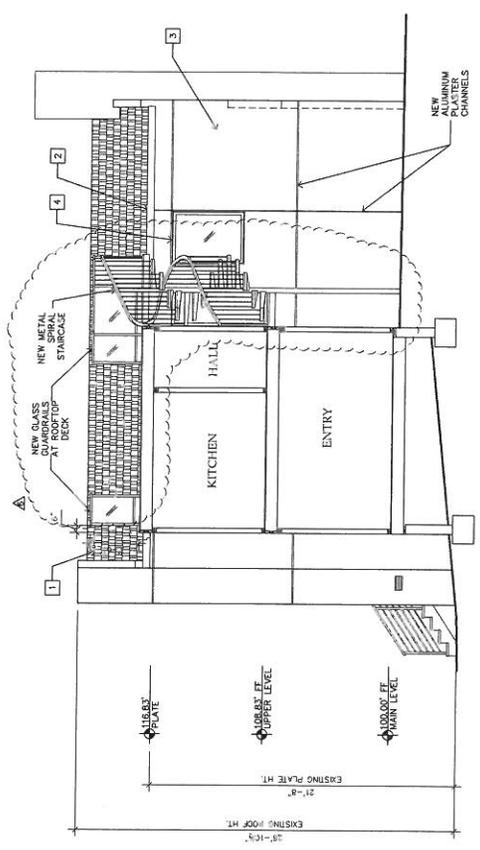
**EXTERIOR FINISH LEGEND**

- 1 (C) CLASS 'A' COMPOSITION ROOFING
- 2 (C) PAINTED G.I. GUTTERS
- 3 (C) PAINTED EXTERIOR PLASTER
- 4 NEW PAINTED FIBERGLASS DOORS & WINDOWS
- 5 PAINTED WOOD DOORS
- 6 NEW STAINED WOOD STAIRS, & SCREENS
- 7 EXISTING CRAWLSPACE VENTS



EAST (COURTYARD) ELEVATION

1/4" = 1'-0"



WEST (COURTYARD) ELEVATION

1/4" = 1'-0"