

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

**Thursday, February 11, 2016
Tour of Inspection – 2:30 p.m.
Regular Meeting – 3:30 p.m.**

City Hall, Council Chambers
East side of Monte Verde St. between Ocean & 7th Avenues
Carmel, California

CALL TO ORDER AND ROLL CALL

COMMISSION MEMBERS: KAREN FERLITO – CHAIR
 KATHY BANG – VICE CHAIR
 DAVID REFUERZO
 JEFF BARON
 MAGGIE EATON

TOUR OF INSPECTION

Shortly after 2:30 p.m., the Commission will leave the Council Chambers for an on-site Tour of Inspection of all properties listed on this agenda. The Tour may also include projects previously approved by the City and not on this agenda. Prior to the beginning of the Tour of Inspection, the Commission may eliminate one or more on-site visits. The public is welcome to follow the Commission on its tour of the determined sites. The Commission will return to the Council Chambers at **3:30 p.m.** or as soon thereafter as possible.

1. Scenic Pathway between 12th Avenue and Santa Lucia Avenue to observe the sand scouring on Carmel Beach and the installation of new fencing.

ROLL CALL

PLEDGE OF ALLEGIANCE

INTRODUCTION OF PUBLIC WORKS STAFF

Deferred to next meeting

APPEARANCES

Thank you for attending the meeting. Anyone wishing to address the Commission on matters not on the agenda, but within the jurisdiction of the Commission, may do so now. Please state the matter on which you wish to speak. Matters not appearing on the Commission'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 minutes, or as established by the Commission. Persons are not required to give their name or address, but it is helpful for speakers to state their name in order that the Secretary may identify them.

CONSENT AGENDA

1. Consideration of the Minutes for the January 14, 2016 Regular Meeting

ORDERS OF BUSINESS

2. Review and Comment on the Mission Trail Nature Preserve Baseline Biological Assessment and Coastal Development Permit Application
3. Verbal report from the Centennial ad hoc committees
4. Discussion of an Arbor Day event for 2016
5. Review and discuss the Duties of the Forest and Beach Commission

REPORTS FROM STAFF AND COMMISSIONERS

6. City Forester's Report
 - A. January tree data
 - B. Parks activities
 - C. Beach activities
 - D. Tree tagging update
 - E. Future agenda items
7. Public Works Director's Report
 - A. Updates on City Council and Planning Commission Items
 - B. Other Items of Interest to the Commission
8. Commissioner Announcements

ADJOURNMENT

Any writings or documents provided to a majority of the Forest and Beach Commission regarding any item on this agenda will be made available for public inspection in the Planning and Building Department located at City Hall, on Monte Verde between Ocean and 7th Avenues during normal business hours.

The next meeting of the Forest and Beach Commission will be:

Special Meeting - March 17, 2016
Tour of Inspection – as required
3:30 p.m. – Regular Agenda

The City of Carmel-by-the-Sea does not discriminate against persons with disabilities. The City of Carmel-by-the-Sea Telecommunication’s Device for the Deaf /Speech Impaired (TDD) number is 1-800-735-2929.

AFFIDAVIT OF POSTING

I, Mike Branson, City Forester, for the City of Carmel-by-the-Sea, DO HEREBY CERTIFY, under penalty of perjury under the laws of the State of California, that the foregoing notice was posted at the Carmel-by-the-Sea City Hall bulletin board, at the Harrison Memorial Library on Ocean and Lincoln Avenues, the Carmel Post Office, and distributed to members of the media on February 5, 2016.

Dated this 8th day of February 2016 at the hour of 12:00 p.m.



Mike Branson
City Forester

**CITY OF CARMEL-BY-THE-SEA
FOREST AND BEACH COMMISSION-MINUTES
THURSDAY, JANUARY 14, 2016**

CALL TO ORDER AND ROLL CALL

COMMISSION MEMBERS PRESENT: Jeff Baron
 Maggie Eaton
 Kathy Bang
 Karen Ferlito – Vice Chair
 David Refuerzo - Chair

STAFF PRESENT: Rob Mullane, AICP, Public Works Director
 Mike Branson, City Forester
 Matt Feisthamel, Assistant City Forester
 Rob Culver, Public Works Superintendent
 Jesse Garibay, Streets Supervisor
 Tim Wood, Senior Maintenance Worker
 Jaime Aquino, Senior Maintenance Worker
 Yvette Oblander, Admin Coordinator/Commission Secretary

TOUR OF INSPECTION

The Forest and Beach Commission visited the following sites:

1. SW Monte Verde St. and 2nd Ave – tree removal
2. Devendorf Park – holiday tree

ROLL CALL

Chair Refuerzo call the meeting to order at 3:30 pm.

PLEDGE OF ALLIGIANCE

Members of the audience joined the Commission in the Pledge of Allegiance.

EXTRORDINARY BUSINESS – ELECTION OF CHAIR AND VICE CHAIR

Mike Branson, City Forester, provided an overview of the election procedure. Chair Refuerzo moved **to nominate Vice Chair Ferlito for Chair of the Commission**, seconded by Commissioner Bang.

Chair Refuerzo called for any other nominations, and seeing none, called for the vote. The motion was **carried** by the following vote:

AYES:	Bang, Baron, Eaton, Ferlito, Refuerzo
NOES:	None
ABSTAIN:	None
ABSENT:	None

Vice Chair Ferlito moved **to nominate Commissioner Bang for Vice Chair of the Commission**, seconded by Commissioner Eaton.

Chair Refuerzo called for any other nominations, and then moved **to nominate Commissioner Baron for Vice Chair of the Commission**, seconded by Commissioner Baron.

Rob Mullane, Public Works Director, noted that the Commission's vote on the first motion should take into account how the Commission may want to vote on the second motion, as the second motion would only be acted upon if the first motion did not pass.

Chair Refuerzo then called for the vote on the first motion (to elect Commissioner Bang Vice Chair). The motion was **carried** by the following vote:

AYES:	Eaton, Ferlito
NOES:	Refuerzo
ABSTAIN:	Bang, Baron
ABSENT:	None

Because the first motion passed, there was no vote on the second motion.

Ms. Ferlito took over chairing the meeting and thanked departing Chair Refuerzo for his service.

INTRODUCTION OF PUBLIC WORKS STAFF

Mr. Mullane introduced Tim Wood, Senior Maintenance Worker, and Jaime Aquino, Senior Maintenance Worker, to the Commission and provided some comments on their service to the City and their roles.

APPERANCES

Speaker #1: Kevin De Angelo – regarding concerns of drone use in public areas. He suggested that the City develop a drone use policy for the City.

Mr. Mullane noted that that he would distribute information to the Commission on FAA rules and regulations.

CONSENT AGENDA

1. Consideration of the minutes from the December 10, 2015 Regular Meeting

Commissioner Refuerzo moved **to approve the minutes for the December 10, 2015 Regular Meeting**, second by Commissioner Eaton and **carried** by the following vote:

AYES:	Bang, Baron, Ferlito, Refuerzo, and Eaton
NOES:	None
ABSTAIN:	None
ABSENT:	None

PUBLIC HEARINGS

- 2. Consideration of an application to remove 40” diameter Monterey pine on City property. The applicant is Michael Phillips, and the owner is the City of Carmel.

Matt Feisthamel, Assistant City Forester, presented the staff report and a summary of the request and setting. Chair Ferlito opened the hearing to the public hearing at 4:02 p.m.

Speaker #1: Michael Phillips, applicant, expressed support for the requested tree removal.

There being no other appearances, the public hearing was closed at 4:03 p.m.

Commissioner Refuerzo moved to deny the application and support the staff recommendations. The motion was seconded by Vice Chair Bang and **carried** by the following vote:

AYES: Bang, Baron, Ferlito, Refuerzo, and Eaton
NOES: None
ABSTAIN: None
ABSENT: None

ORDERS OF BUSINESS

- 3. Receive a report on the City Replacement Tree Tagging Program

Mr. Branson staff report regarding data on the trees that have been planted and some that have been tagged. He fielded questions from the Commission.

- 4. Verbal report from the Centennial ad hoc committees

There was no report on the Scenic Pathway landscaping project for the time being, as the Committee is waiting to receive draft concept plans from Mr. Scott Hall, contract landscape architect.

Commissioner Refuerzo gave a brief report on the Holiday Tree Committee’s progress. The Commission had some discussion regarding tree options, selection criteria, and next steps.

Speaker #1: Martha Morrill from Friends of the Carmel Forest noted that FOFC may have a donor as part of their Centennial project and that they would work with staff on this.

REPORTS FROM STAFF AND COMMISSIONERS

- 5. City Forester’s Report
 - A. December tree data
 - 70 City trees removed
 - 9 private removal permits (upper/lower)
 - 5 private planting requirements
 - 1 construction permits (remove/prune)

- 1 private pruning permits
- B. Parks activities
 - City accepted a grant for \$12,500.00 for Forest Park improvements
 - Working on coastal development permits for the North Dunes Dune Restoration Project and various projects in the Mission Trail Nature Preserve.
- C. Beach activities
 - Carmel Beach is in its winter configuration with substantial seasonal beach scour occurring recently.
- D. Future agenda items

6. Public Works Director's Report

- A. Updates on City Council and Planning Commission Items
 - Forest Park improvements grant from the Park District was accepted by Council
 - The Council accepted the budget schedule
 - Update on beach fire pilot program
- B. Other items of interest to the Commission
 - Update on new City Administrator coming in
 - Commissioner training is mid-March
 - The City Clerk sent out the Form 700 to Commissioners
 - Annual Storm drain inspections and maintenance have been completed
 - Low diversion rate for recycling being addressed by new green waste bin at Public Works.
 - The City is moving forward on the hiring of 3 maintenance worker positions
 - Capital Improvements Project Manager is very busy. The main project is the Forest Theater Repairs Project, which is moving along well.

ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 6:03 p.m.

Yvette Oblander, Commission Secretary

ATTEST:

Karen Ferlito, Chair



CITY OF CARMEL-BY-THE-SEA
Forest and Beach Commission Report

February 11, 2016

To: Chair Ferlito and Forest & Beach Commissioners
From: Mike Branson, City Forester
Subject: Review of the Baseline Biological Assessment Report

The City of Carmel is applying for a Coastal Development Permit (CDP) for the regular -- and often, reoccurring -- maintenance activities that are identified within the Mission Trail Nature Preserve Master Plan (Attachment 1). A CDP is required under Chapter 17.52 (Permit Procedures), and the CDP would provide authorization for the City to perform regular maintenance activities such as road clearance, hazardous tree removal, mowing, and trail maintenance, as well as larger projects such as invasive species removal and protection of special species.

To provide support of the CDP application, biologist Nichole Nedeff was retained by the City to prepare a baseline biological assessment report of the preserve with the following scope of work:

- Ecological and mapping services to complete a Biological Assessment pursuant to the implementation of the 1996 Mission Trail Nature Preserve Master Plan.
- Describe and map natural communities, significant ecological features, areas of invasive tree cover, areas of invasive plant cover, populations of special status species, and relevant infrastructure.
- Evaluate potential environmental impacts associated with the implementation of the Master Plan and propose activities to avoid, or minimize those impacts, including restoration, if needed.
- Develop a strategy and work plan to implement Master Plan projects.
- Include suggestions for additional potential work, for example stream channel stabilization, trail realignment, etc.

The Nedeff report was provided separately to the Commission. The report is divided into two parts. Part 1 is the baseline biological assessment and addresses the property description, geographic setting, land use, zoning, easements and infrastructure, natural communities, and special status plant and animal species. Part 2 contains the management recommendations and addresses the habitat management recommendations and special projects including weed management, trail maintenance, parking strategies, rare plant conservation, the Lester Rowntree Native Plant Garden and Flanders Mansion, stream stabilization, and general property management. The report utilizes several maps and figures to support the narrative.

At the end of each section within Part 2, there is a summary of the implementation practices and objectives for that section. Table 3, which is towards the end of the report, provides a work plan matrix for priority projects and invasive species in the various habitats within the Preserve. This table provides direction for implementing the various management and maintenance activities within the Preserve. It should be noted that any work within the streambed in the Preserve would also require an application to the California Department of Fish and Wildlife for a Streambed Alteration Permit.

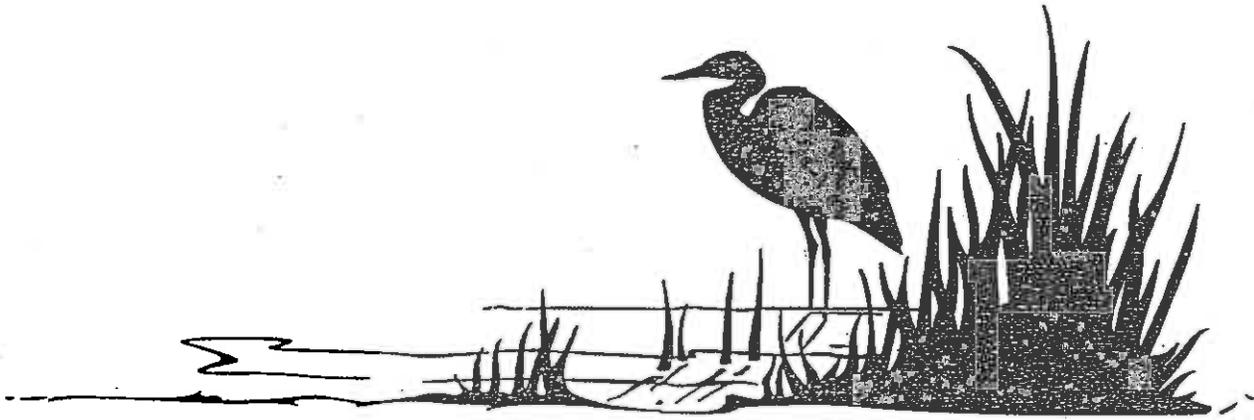
Prior to the submittal of an application for a CDP to the Planning Department, staff is requesting that the Forest and Beach Commission provide any comments or suggestions regarding the scope of work for the CDP as set forth in Part 2 of the report. Such comments would be considered by staff for possible changes to the scope of work and/or included in the documents provided to the Planning Commission in that Commission's consideration of the request.

Forestry staff have met with Community Planning and Building staff to go over the CDP process and the draft scope of work.

Attachment:

1. Mission Trail Nature Preserve Master Plan

MISSION TRAIL NATURE PRESERVE MASTER PLAN



MISSION TRAIL NATURE PRESERVE

MASTER PLAN

TABLE OF CONTENTS

- A. Introduction
- B. Purpose of Master Plan
- C. Vegetation
- D. Wetlands and Riparian Habitats
- E. Drainage
- F. Public Uses
- G. Lester Rowntree Native Plant Garden
- H. Flanders Mansion
- I. Stewardship Program
- J. Parking
- K. Use of Mechanized Equipment
- L. Maps

MISSION TRAIL NATURE PRESERVE MASTER PLAN

A. INTRODUCTION

HISTORY OF THE PARK

Mission Trail Nature Preserve, designated a nature park in 1979, approved by the Carmel-by-the-Sea Forest and Beach Commission and adopted by the City Council, has been established as a natural parkland for passive recreational use. The park boundaries encompass 35 acres of unspoiled native vegetation and includes the Flanders Mansion, the Lester Rowntree Native Plant Garden and the meadow off Martin Road.

The Preserve affords the user the opportunity to enjoy the natural beauty of seasonal growth and change of flora and fauna, to walk the trails, and to take in the grandeur of the expansive vistas, particularly those of the Fish Ranch, Point Lobos, Carmel Mission, and Carmel Bay.

Stately pines, oaks and a pure stand of toyon dominate the northern reaches of the Preserve, while a dense stand of willow shrouds the low-lying flood plain to the south.

During any season of the year various birds (more than 50 species) can be seen, and displays of native grasses, trees, shrubs, and wildflowers can be viewed as one hikes along the three miles of trails within the Nature Preserve boundaries. Each new season announces the subtle alterations in the character of the Preserve vegetation and provides new color displays for the avid occasional hiker.

B. MASTER PLAN

Most of Mission Trail Nature Preserve is designated as an Environmentally Sensitive Habitat Area (ESHA). ESHA's are defined in Section 30107.5 of the California Coastal Act of 1976 as "any area in which plant or animal life or their habitats are either rare or especially valuable because of their special nature or role in an ecosystem and which could be easily disturbed or degraded by human activities and

developments.” In a natural setting, ESHA’s would be fully self-sustaining and would not need active management. Mission Trail Nature Preserve an isolated remnant of a larger environmentally sensitive area, is now surrounded by urban development. Active management is essential if resource values of this habitat are to be protected and preserved.

The purpose of the Master Plan is twofold:

1. To establish and maintain long-range goals for preservation and use of the Mission Trail Nature Preserve.
2. To guide the City in its decision making process concerning the management of the Mission Trail Nature Preserve.

The Master plan has evolved over a period of years through data gathered from a report prepared by Jones and Stokes Associates, staff analysis, and public input. It consists of both written policies and a physical map of the park. Throughout the process, citizen input evaluating past City actions and suggesting further directions has been actively encouraged. The Mission Trail Park Advisory Committee was assigned the task of preparing the Master Plan by the City Council. Its members are: Russell Gifford, Roberta Bialek, Tim Zorach, Steve Brooks, and Wayne Earls (non-voting members are Gary Olsen, representative from the Rowntree Native Plant Garden and Maxine Jennings, representative from the Recreation Commission).

The Format of the Master Plan is similar to the City’s General Plan. It is divided into sections relating to specific areas of the Nature Preserves, physical features, fire suppression, vegetation, trails and public use. Within each of these sections, goals are established, objectives identified, followed by policies supporting the objectives. It is intended that all policies under each objective have equal weight. Naturally, when making decisions based on the policies in this Master Plan, some policies will have greater bearing on the matter at hand than do other policies under the same objective.

The identification number of goals, objectives, and policies in the Mission Trail Nature Preserve Master Plan is correlated to the numbering order in the adopted Local Coastal Program of Carmel-by-the-Sea and thus may not appear in sequential order in this Plan.

C. VEGETATION

Mission Trail Nature Preserve supports a mosaic of vegetation consisting of a Monterey pine forest on inland granitic bedrock and old dunes, central coast arroyo willow riparian forest, box elder and cottonwood trees, wetland drainage, wet meadow, coast live oak woodland, coastal terrace prairie, and horticultural plantings.

G5-8 Preserve the forested tranquil atmosphere of the Mission Trail Nature Preserve.

- O5-25 Preserve and enhance the vegetative diversity in Mission Trail Nature Preserve consisting of Monterey pine forest, central coast willow riparian forest, wet meadow, coast live oak woodland, redwood, box elder, cottonwood, coastal terrace prairie, and horticultural plantings.
- P5-270 Continue the annual Monterey pine seedling planting during the winter of each year (using the seed collecting guidelines of the Genetic Resources Conservation Program of the University of California at Davis, in order to maintain appropriate genetic diversity). Enhance efforts to replant and maintain native tree species similar to nearby native riparian vegetation.
- P5-118 Avoid removal or pruning of native riparian vegetation except for drainage channel and road/trail clearance and/or for the purpose of new native indigenous tree/shrub establishment.
- O5-26 Enhance coastal terrace prairie on the west and south facing slopes in the Martin Road parcel and between the Outlet meadow and Ladera Drive.
- P5-119 Remove by hand nonnative shrubs and their roots invading these areas during late spring when soils are moist and before seed/seed pods become viable.

- P5-120 Avoid further erosion and loss of native coastal and terrace vegetation.
- O5-27 Reduce the introduction and population of invasive horticultural species in the Preserve.
- P5-129 Provide residents of adjacent properties with a list of plants that are compatible with the native vegetation of the Preserve. Encourage use of this list as a guide for planting private landscapes. Additionally, provide a list of invasive plants to avoid.
- P5-122 Organize volunteer work groups to remove nonnative plants from the Preserve. The California Department of Forestry and Fire Protection crews from Gabilan Camp could be used to assist this effort.
- O5-29 Monitor and protect the Hickman's onion population found in the Preserve.
- P5-126 Consider retaining a qualified volunteer botanist to monitor the population of Hickman's onion to determine if current management practices and public use of the coastal terrace prairie are affecting the viability of the population.
- P5-127 Limit access in the coastal terrace prairie during winter and spring months when the soil disturbance could affect the species.
- O5-30 Maintain and enhance habitat for Monterey Dusky-Footed Woodrat (a special status wildlife species), in accordance with recommendations of a qualified wildlife biologist.
- P5-128 Consider retaining a volunteer biologist to monitor the rat's population and develop a management plan to help ensure its survival.

D. WETLANDS AND RIPARIAN HABITATS

Central coast arroyo willow riparian forest occurs as a dense, multi-layered forest along the western boundary of the park. Riparian forest also occurs along a perennial drainage near the western boundary of the Mission Trail Nature Preserve. The riparian forest is characterized by a canopy layer of black cottonwood and arroyo willow and a sub-canopy of shrub-size arroyo willow and dogwood.

Wet meadow dominates the southern end of the Preserve. The wet meadow is characterized by a mix of wet meadow species, grassland species, and introduced grasses.

G5-9 Protect, maintain and enhance the rare coastal habitats and associated plants and animals within Mission Trail Nature Preserve.

- O5-31 Maintain natural drainage patterns except where erosion or human safety problems may be created. Maintain the existing creek bed and preclude it from becoming debris clogged. Encourage/allow the channelized ditch to revert to a more natural channel in order to enhance the park's wetlands (riparian forest, wet meadow) and natural character.
- P5-131 Remove fallen trees and limbs from the stream channels as needed. Place natural boulders and creek cobbles to prevent erosion only in situations where private property or public safety is at risk.
- O5-28 Prepare annual maintenance plans for habitats within the Preserve. Encourage native vegetation to re-establish on sites previously mowed, cut, or invaded by exotic species.
- P5-123 Allow willows to grow in the riparian corridor and the wet meadow.
- P5-124 Consider removal of both intentionally introduced plants and invasives by instituting an annual program

through joint efforts of contract workers and volunteers.

- P5-125 Research the most appropriate time for mowing grasses to encourage the growth of native plants and discourage exotics and schedule accordingly.
- P5-130 Prohibit cleaning of City maintenance equipment in the Preserve.

E. DRAINAGE

Two main perennial drains and smaller drainages transect Mission Trail Nature Preserve. The main perennial drainage begins at the northern end of the Preserve, runs along the western boundary, and forks near the center. At the northern end, the drainage bottom is generally un-vegetated. The canyon sides are vegetated with Monterey pine and coast live oak with a dense understory of French broom, German ivy, English ivy, and California blackberry. French broom dominates the banks along the northern portion of the drainage, grading into a dense central coast arroyo willow riparian forest (near 11th Street entrance to the Preserve at Willow Trail.) Redwood, bay tree (*Umbellularia californica*), and bamboo (*Bambusa* sp.) also occur in localized portions of the drainage.

G5-10 To preserve the natural drainage of Mission Trail Nature Preserve and enhance wetlands.

- P5-132 Repair stream bank deterioration as it occurs, and remove inert debris and new growth to the extent that they prohibit water flow within the established channel. Projects of this nature shall be reviewed by the Forest and Beach Commission, similar to its review of street projects.
- P5-133 Maintain a box culvert inlet adjacent to Rio Road to prevent flooding.
- P5-134 Consult with appropriate agencies regarding wetland management.

P5-135 Preclude manmade objects from inhibiting drainage along the road in Mission Trail Nature Preserve.

P5-136 Maintain the shoulders and cross flows on the Preserve bed to insure surface water can easily enter the creek.

P5-137 Clean and grade road shoulders and maintain culverts at least twice yearly, to insure continuous drainage. Trimming by the Forest, Parks, and Beach Department will be conducted to the extent necessary to allow access by the City maintenance equipment and fire apparatus.

F. PUBLIC USES

Mission Trail Nature Preserve is open to the public for passive recreational use. Primary uses include hiking, jogging, birding, and relaxation in a quiet natural setting. There are five Preserve entrances: Mountain View Avenue, Rio road, 11th Avenue, Martin Road, and Hatton Road. These entrances lead to a series of trails meandering throughout the Preserve. This series of trails exceeds three miles in length and is intended for foot traffic only.

O5-32 Provide reasonable low-impact uses of Mission Trails Nature Preserve for the enjoyment of its natural surroundings and plant and wildlife inhabitants.

P5-138 Maintain and make available an up-to-date printed brochure that offers Preserve users helpful information. The brochure would also offer appropriate explanations for Preserve use restrictions.

O5-38 Manage environmentally sensitive habitats in Mission Trail Nature Preserve to maintain and enhance their natural integrity. Preserve and protect the Mission Trail Nature Preserve native plant, wild animal and bird population.

G. LESTER ROWNTREE NATIVE PLANT GARDEN

The Lester Rowntree Native Plant Garden was created to provide a quiet nature study area where native California trees, shrubs and plants are grown for exhibition and study and displayed to enhance the natural beauty of the area. It is located just off Hatton Road and is approximately one acre in size.

O5-33 Maintain the Rowntree Native Plant Garden, within Mission Trail Nature Preserve as an area where the general public can view and study native California plants and trees. The goal is that the knowledge gained will lead to an expanded use of California native plants in private landscapes.

P5-144 Create and maintain a demonstration garden for native flowers in Mission Trail Nature Preserve.

P5-145 Label native plants and areas in the garden at Mission Trail Preserve with identifying and explanatory information.

O5-34 Consider establishing a Volunteer Committee to assist the Forest, Parks, and Beach Director and staff in the responsibility for the garden at Mission Trail Nature Preserve.

P5-146 Maintain communication between Forest and Beach Commission and Monterey Bay Chapter of the California Native Plant Society.

P5-147 Recruit and train volunteers to plant, weed, water and care for the garden in Mission Trail Nature Preserve under the direction of the Forest, Parks, and Beach Department staff.

P5-148 Schedule and advertise volunteer work days as needed to maintain the garden in Mission Trail Nature Preserve.

H. FLANDERS MANSION

The Flanders' Mansion, called "Outlands" by Mrs. Grace Flanders, was completed in May of 1925. At that time the Flanders family moved in and the mansion remained in private hands until 1971 when the City of Carmel purchased it for \$275,000. The Mansion is an intrinsic part of Mission Trail Nature Preserve and the surrounding area. Any use found for the Mansion should satisfy the following goals.

P5-141 **If retained by the City, preserve the Outlands property and grounds at Mission Trail Nature Preserve consistent with its status as a nationally registered historical resource.**

P5-142 **If retained by the City, utilize the Outlands property at Mission Trail Nature Preserve in a manner beneficial to the residents of Carmel-by-the-Sea while minimizing its expense to the City.**

P5-143 **If retained by the City, support uses at the Outlands property that are compatible with its location in Mission Trail Nature Preserve and adjacent to the Rowntree Native Plant Garden and Hatton Road neighborhood.**

I. STEWARDSHIP PROGRAM

The ESHA boundaries could ~~not~~ be extended beyond the Preserve boundaries to include adjacent private land. Habitats do not follow man made area designations. Stewardship policies for ESHA and other areas within the City in included in the ESHA section of the adopted Local Use Plan of the Local Coastal Program.

J. PARKING AND ACCESS

There is no private vehicle access to the Preserve proper. Vehicles may enter from Hatton Road via a driveway that leads to the Flanders' Mansion. Space is available for parking near the Mansion for a limited number of vehicles. The City has considered several parking alternatives

around the Mansion. However, a consensus as to the most appropriate location(s) has not been achieved.

P5-140 Formalize a trail through Martin Meadows.

K. USE OF MECHANIZED EQUIPMENT

G5-11 Maintain Mission Trail Nature Preserve using great care to avoid the degradation of resources.

O5-35 Implement the Mission Trail Nature Preserve maintenance provisions.

P5-149 Repair stream bank deterioration as it occurs, and remove inert debris and new growth to the extent that they prohibit water flow within the established channel. (Annually: September – October.)

P5-150 Clean and grade road shoulders and maintain culverts to ensure continuous drainage. Trim vegetation to the extent necessary to allow access of equipment. (Annually: September – October.)

P5-151 Removal of fallen limbs and trees from the stream channels. (As needed.)

P5-152 Place rip-rap to prevent erosion only in situations where private property or public safety is at risk. (As needed.)

P5-153 Mow of meadow grasses to reduce the risk of fire (June.) if consistent with special status plant management needs.

P5-154 Maintain Serra trail to allow access of emergency vehicles. (Semi-annually.)

P5-155 Removal of dead/hazardous trees only as needed. Leave dead trunks in place when not hazardous to provide habitat for woodpeckers and other fauna.

P5-156 Conduct trail maintenance and clearance. (June – August.)

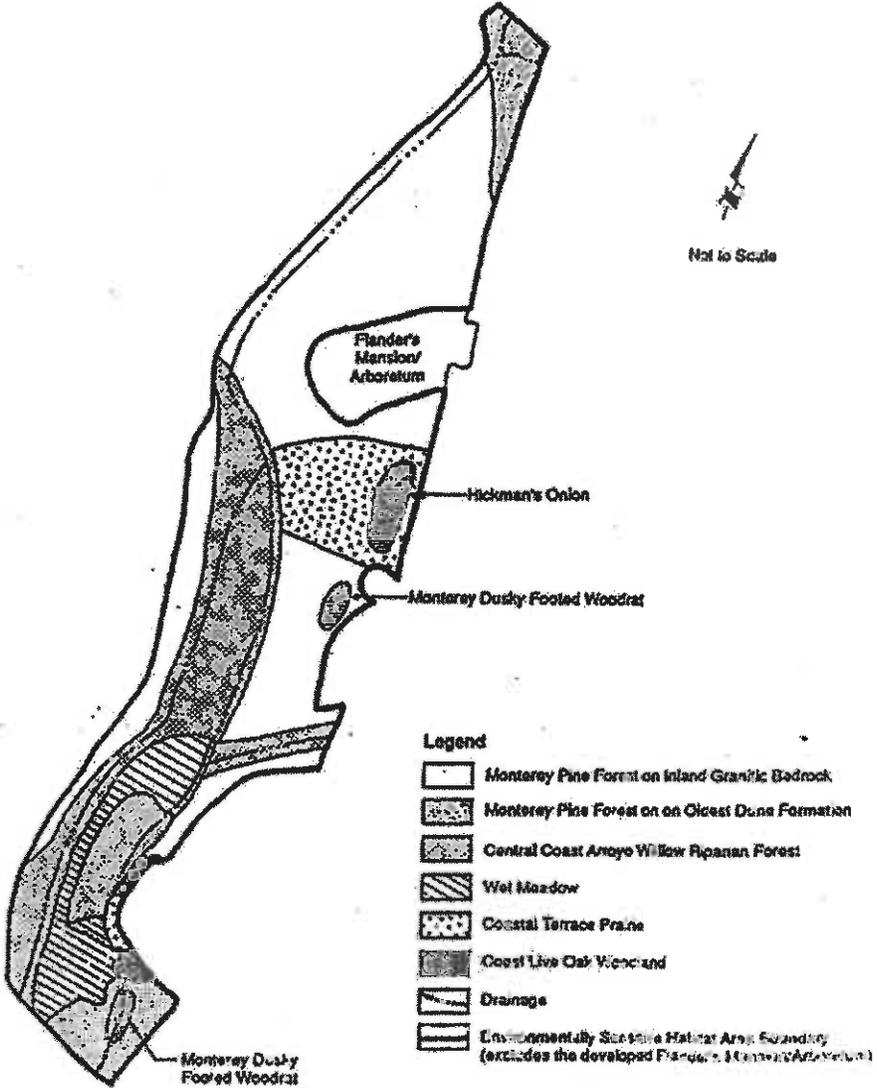
The Forest, Parks, and Beach Director is responsible for monitoring these activities and reporting to the Forest and Beach Commission scheduled tasks and their results. An annual report will be prepared for the Forest and Beach Commission review before submittal to the Coastal Commission.

L. MAPS

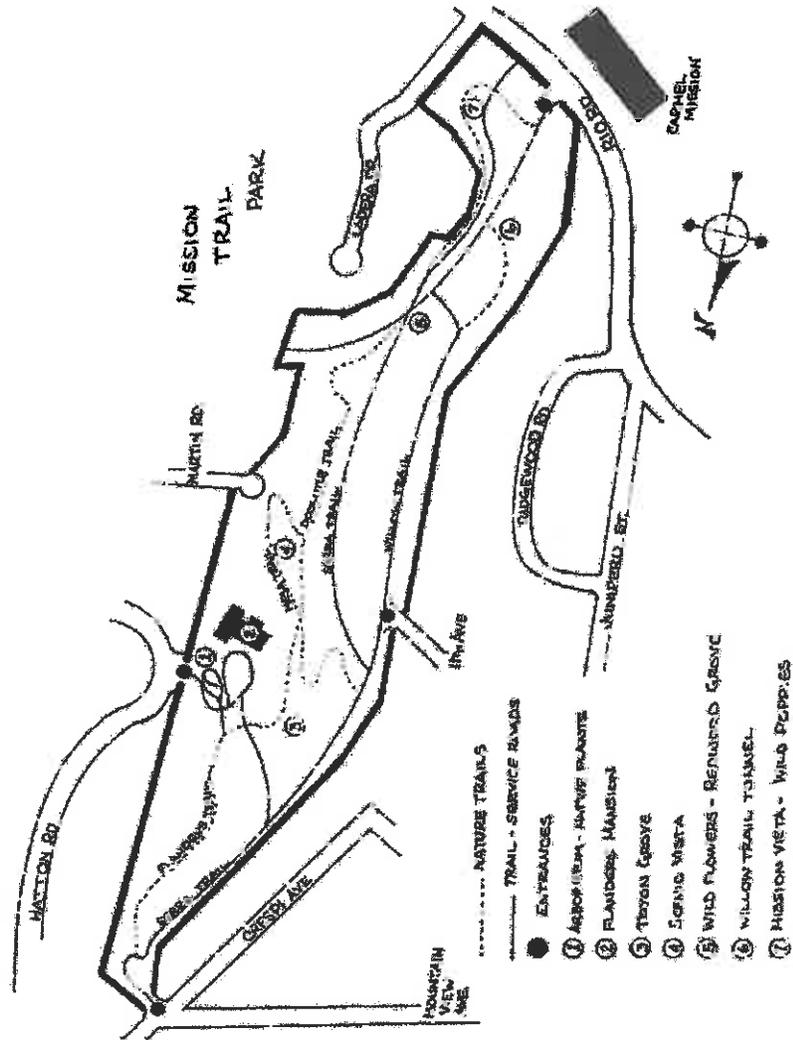
1. Jones and Stokes Associates, Inc. map: Location of Special –Status Species, Vegetation Types, and ESHA Boundary at Mission Trail Nature Preserve.
2. Map showing nature trail, service roads, and entrances to Mission Trail Nature Preserve.
3. Map of Park Overlay District adjacent to Mission Trail Nature Preserve.

Map 1

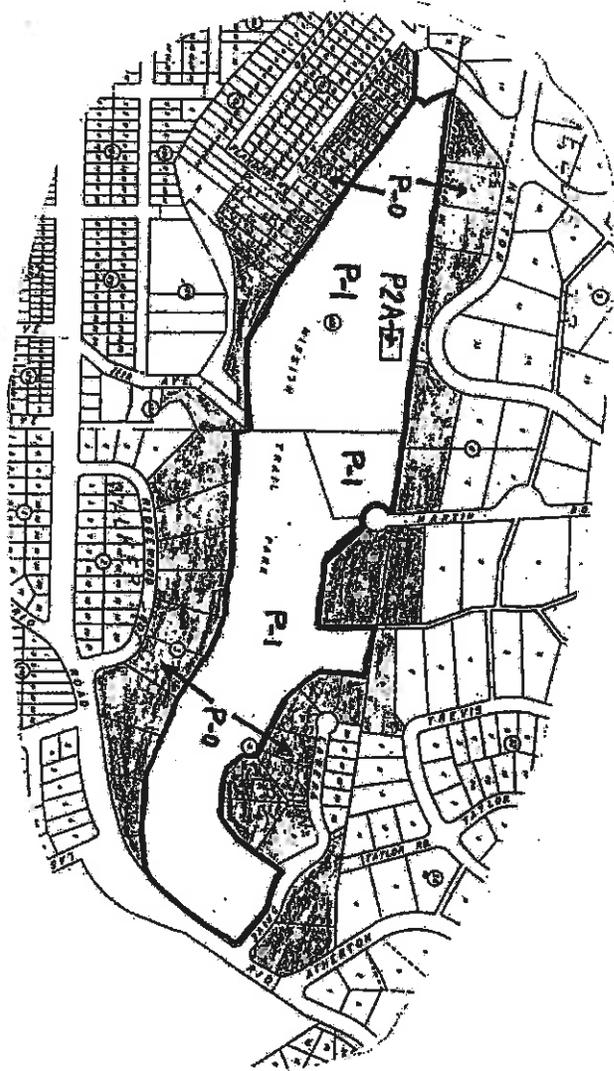
Map 1



Map 2



Map 3





CITY OF CARMEL-BY-THE-SEA
Forest and Beach Commission Report

February 11, 2016

To: Chair Ferlito and Forest & Beach Commissioners
From: Mike Branson, City Forester
Subject: Consideration of an Arbor Day Event for 2016

Having an annual Arbor Day event is one of the requirements for Carmel to remain a “Tree City U.S.A.”

Following the successful 2015 Arbor Day event at First Murphy Park, there was general discussion of having the Arbor Day event for 2016 build upon the 2015 event with additional plantings and improvements to another section of First Murphy Park. There is dedicated funding for improvements in the park that can be used to purchase plants, trees, irrigation materials, refreshments, advertising, and other needs. Additionally, the Carmel Centennial web site has the date for this year’s Arbor Day listed as April 29, 2016. Staff is not sure how this was placed on the centennial event list.

At this afternoon’s meeting, the Commission should officially determine the date for this year’s Arbor Day. Staff notes that having the event in April seems to be a good choice to take advantage of the spring weather, moist soils, and available funding. The Commission should discuss the idea of the April event or alternatively, having the event later in the year. It would also be beneficial for the Chair to re-appoint or reassign two commissioners to the Arbor Day ad hoc committee.



CITY OF CARMEL-BY-THE-SEA
Forest and Beach Commission Report

February 11, 2016

To: Chair Ferlito and Forest & Beach Commissioners
From: Mike Branson, City Forester
Subject: Discussion of Forest and Beach Commission Duties

The formation, role, and purview of the Commission are set forth in Chapter 2.32 of the City's Municipal Code.

While this topic will be a component of the March 22nd Commissioners' training, Chairperson Ferlito requested that an item be placed on the agenda to remind the Commissioners of, and promote discussion of opportunities to implement, the duties of the Forest and Beach Commission that are identified in this chapter of the Municipal Code (Attachment 1).

Attachment:

1. CMC Chapter 2.32

Chapter 2.32 FOREST AND BEACH COMMISSION

Sections:

- [2.32.010](#) Establishment of Commission.
- [2.32.020](#) Membership and Criteria for Appointment.
- [2.32.030](#) Appointment Process.
- [2.32.040](#) Termination of Members.
- [2.32.050](#) Bylaws, Policies, Rules and Procedures.
- [2.32.060](#) Duties, Responsibilities and Authority.
- [2.32.070](#) Authority to Expend Funds.

2.32.010 Establishment of Commission.

There is created and established the Forest and Beach Commission of the City of Carmel-by-the-Sea. (Ord. 91-19 § 2, 1991; Ord. 88-12 § 1 (Exh. A), 1988; Ord. 213 C.S. § 1, 1970; Ord. 186 C.S. § 1, 1968; Ord. 135 C.S. § 1, 1966; Ord. 110 C.S. § 1, 1964; Ord. 88 C.S. § 1, 1963; Ord. 58 C.S. § 1, 1962; Ord. 26 C.S. § 1, 1960; Ord. 8 C.S. § 1, 1959; Code 1975 § 270.0).

2.32.020 Membership and Criteria for Appointment.

A. The Forest and Beach Commission shall consist of five members, each of whom shall be appointed to serve a four-year term.

B. A two-thirds majority of the members of the Forest and Beach Commission shall be residents of the City, and the remainder may be residents of the City's sphere of influence.

C. Membership shall be representative of persons who have an interest in, or familiarity with, the City's parks and open space. (Ord. 2000-05 § 2, 2000; Ord. 95-5 § 2, 1995; Ord. 91-19 § 2, 1991; Ord. 88-12 § 1 (Exh. A), 1988; Ord. 77-27 § 1(a), 1977; Ord. 213 C.S. § 1, 1970; Code 1975 § 270).

2.32.030 Appointment Process.

A. Members of the Forest and Beach Commission shall be nominated by the Mayor, whose nomination shall be ratified by at least three of the five members of the City Council.

B. Terms of members shall be staggered so that at least two terms, but no more than three terms, shall expire in any one year. Appointments shall be, where possible, made prior to the beginning of the term of office, in

order that the new member(s) shall be able to become familiar with the functions of the commission. Terms of office for new members shall begin at the commencement of the first regular meeting in the month of October of the appropriate year. Terms of outgoing members shall end simultaneously. The newly appointed member(s) shall be sworn in by the City Clerk.

C. In the event an appointment cannot be made in a timely manner, the City Council, with the consent of the incumbent, may extend the incumbent's term for up to 90 days. (Ord. 93-8 § 1, 1993; Ord. 91-19 § 2, 1991; Ord. 89-3 § 2, 1989; Ord. 88-12 § 1 (Exh. A), 1988; Ord. 77-27 § 1(b), 1977; Ord. 142 C.S. § 2, 1967; Code 1975 § 281.1).

2.32.040 Termination of Members.

Members of the Forest and Beach Commission shall be terminated only under the following circumstances:

A. The member ceases to be a resident of the City, thereby causing less than a two-thirds majority of the commission to be residents of the City.

B. The member is ill or absent from the City and unable to attend three consecutive regular commission meetings, but fails to so notify either the Chairperson, Vice Chairperson, or the Director of Forest, Parks and Beach.

C. The member, when neither ill nor absent from the City, fails to attend three consecutive regular commission meetings.

D. The member is terminated by a majority vote of the City Council. (Ord. 95-5 § 2, 1995; Ord. 93-8 § 1, 1993; Ord. 91-19 § 2, 1991; Ord. 89-3 § 2, 1989; Ord. 88-12 § 1 (Exh. A), 1988; Ord. 77-27 § 1(b), 1977; Ord. 142 C.S. § 2, 1967; Code 1975 § 281.1).

2.32.050 Bylaws, Policies, Rules and Procedures.

The Forest and Beach Commission shall adopt or maintain bylaws, policies, rules, and procedures governing parliamentary actions, election of officers and formation of committees. The bylaws shall be filed with the City Clerk. (Ord. 91-19 § 2, 1991; Ord. 88-12 § 1 (Exh. A), 1988; Ord. 77-27 § 1(a), 1977; Ord. 213 C.S. § 1, 1970; Code 1975 § 270.54).

2.32.060 Duties, Responsibilities and Authority.

The Forest and Beach Commission shall have the following duties, responsibilities and authority:

- A. To develop, with the Director of Forest, Parks and Beach, a management plan for the urban forest, parks and beach, and to correlate such plan with the City's General Plan;
- B. To consider and act on applications for tree trimming and tree removal and on matters involving construction in which root cutting or root crown coverage is involved;
- C. To advise the City Council or other government instrumentalities of the City with respect to specified items of management and technical forestry and beach matters, including the introduction of new species into the urban forest, or the elimination of existing species;
- D. To provide publicity in regard to the problems of the urban forest, including a public information program concerning care of forest resources, and including cooperation with school programs on conservation and the like;
- E. To encourage gifts, bequests and devises to be made to the City in furtherance of any present or future object or project associated with the commission;
- F. To review plans and submit comments to the Planning Commission as requested by the Department of Community Planning and Building;
- G. To advise the City Council or other government instrumentalities of the City on the preservation, enhancement, protection and care of the Carmel-by-the-Sea beach and waterfront area;
- H. Upon referral from the City Council, to review and recommend to the City Council possible City positions on proposals in the City, the City's sphere of influence, or any wider area, which impact the natural environment of the area. (Ord. 93-8 § 1, 1993; Ord. 91-19 § 2, 1991; Ord. 88-12 § 1 (Exh. A), 1988; Ord. 213 C.S. § 1, 1970; Code 1975 § 272).

2.32.070 Authority to Expend Funds.

The Forest and Beach Commission may incur indebtedness in the name of and on behalf of the City in furtherance of its objectives; provided, that funds are appropriated, approved, or budgeted by the City Council, in advance, for such purpose. (Ord. 91-19 § 2, 1991; Ord. 88-12 § 1 (Exh. A), 1988; Ord. 213 C.S. § 1, 1970; Code 1975 § 272).

Santa Fe	w	Ocean & Mt. View	40' n of Mt. View	14	MP
Santa Fe	w	Ocean & Mt. View	50' n of Mt. View	21	MP
8th	s	Casanova & Camino Real	30' w of Casanova	40	MP
San Antonio	e	4th & Ocean	180' s of 4th	34	MP
12th	e	Monte Verde & Casanova	80' e of Casanova	12	MP
8th	s	Santa Fe & Mt. View	100' e of Santa Fe	13	MP
Dolores	w	10th & 11th	160' s of 10th	25	MP
Dolores	w	10th & 11th	158' s of 10th	26	MP
Dolores	e	10th & 11th	160' s of 10th	29	MP
Guadalupe	ci	1st & 2nd	200' n of 2nd	12	MP
Guadalupe	w	city limit & 1st	20' n of 1st	18	MP
8th	s	Carmelo & San Antonio	8' w of Carmelo	15	MP
Dolores	e	2nd & 3rd	150' s of 2nd	42	MP
Guadalupe	w	2nd & 3rd	25' s of 3rd	17	MP
1st	s	Carpenter & Guadalupe	30' e of Guadalupe	12	MP
1st	s	Carpenter & Guadalupe	35' e of Guadalupe	11	MP
Lorca	s	CDM & Junipero (FHP)	35' w of CDM	14	MP
Lincoln	ci	1st & 2nd	180' n of 2nd	20	MP
Carpenter	e	2nd & 3rd	30' s of 3rd	30	MP
Carpenter	e	3rd & 4th	40' s of 3rd	29	MP
Carpenter	e	3rd & 4th	100' n of 4th	23	MP
Santa Rita	w	2nd & 3rd	170' s of 2nd	12	MP
Santa Rita	w	2nd & 3rd	150' s of 2nd	10	MP
3rd	n	Santa Fe & Torres	30' w of Santa Fe	32	MP
Santa Fe	w	2nd & 3rd	20' south of 2nd	32	MP
4th	s	Carpenter & Guadalupe	10' w of Carpenter	14	MP
Monte Verde	w	2nd & 3rd	50' n of 3rd	18	MP
Carmelo	e	10th & 11th	140' n of 11th	30	MP
9th	n	Dolores & Lincoln	20' e of Dolores	34	MP
Mt. View	n	Torres & Ocean	50' e of Ocean	34	MP
Santa Fe	w	Ocean & Mt. View	120' s of Ocean	10	MP
Santa Fe	e	Ocean & Mt. View	45' s of Ocean	32	MP
Santa Fe	w	Ocean & Mt. View	50' s of Ocean	26	MP
4th	n	San Carlos & Dolores	15' w of San Carlos	15	MP
Monte Verde	e	2nd & 3rd	80' n of 3rd	15	MC
Monte Verde	e	2nd & 3rd	60' n of 3rd	14	MC
Monte Verde	e	2nd & 3rd	45' n of 3rd	13	MC
Monte Verde	e	2nd & 3rd	20' n of 3rd	16	MC
4th	n	Santa Fe & Torres	40' e of Torres	0	CLO
Santa Fe	n	2nd & 3rd	10' n of 3rd	28	MP
Torres	e	4th & 5th	40' s of 4th	12	MC
Guadalupe	w	1st & City limit	5' n of Guadalupe	29	MP