AMENDED PACKET

AGENDA

Tuesday, July 7, 2026

5:00 P.M. Closed Session
5:30 P.M. - 6:30 P.M Reception
6:30 P.M. Open Session

REGULAR MEETING

CITY COUNCIL, AIRPORT COMMISSION, MARINA ABRAMS B NON-PROFIT CORPORATION, PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION, SUCCESSOR AGENCY OF THE FORMER MARINA REDEVELOPMENT AGENCY

THIS MEETING WILL BE HELD IN PERSON AND VIRTUALLY (HYBRID).

Council Chambers
211 Hillcrest Avenue
Marina, California

AND

Zoom Meeting URL: https://zoom.us/j/730251556
Zoom Meeting Telephone Only Participation: 1-669-900-9128 - Webinar ID: 730 251 556

PARTICIPATION

You may participate in the City Council meeting in person or in real-time by calling Zoom Meeting via the weblink and phone number provided at the top of this agenda. Instructions on how to access, view and participate in remote meetings are provided by visiting the City's home page at https://cityofmarina.org/. Attendees can make oral comments during the meeting by using the "Raise Your Hand" feature in the webinar or by pressing *9 on your telephone keypad if joining by phone only.

The most effective method of communication with the City Council is by sending an email to marina@cityofmarina.org Comments will be reviewed and distributed before the meeting if received by 5:00 p.m. on the day of the meeting. All comments received will become part of the record. Council will have the option to modify their action on items based on comments received.

AGENDA MATERIALS

Agenda materials, staff reports and background information related to regular agenda items are available on the City of Marina's website www.cityofmarina.org. Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet will be made available on the City of Marina website www.cityofmarina.org subject to City staff's ability to post the documents before the meeting.

VISION STATEMENT

Marina will grow and mature from a small town bedroom community to a small city which is diversified, vibrant and through positive relationships with regional agencies, self-sufficient. The City will develop in a way that insulates it from the negative impacts of urban sprawl to become a desirable residential and business community in a natural setting. **(Resolution No. 2006-112 - May 2, 2006)**

MISSION STATEMENT

The City Council will provide the leadership in protecting Marina's natural setting while developing the City in a way that provides a balance of housing, jobs and business opportunities that will result in a community characterized by a desirable quality of life, including recreation and cultural opportunities, a safe environment and an economic viability that supports a high level of municipal services and infrastructure. **(Resolution No. 2006-112 - May 2, 2006)**

LAND ACKNOWLEDGEMENT

The City recognizes that it was founded and is built upon the traditional homelands and villages first inhabited by the Indigenous Peoples of this region - the Esselen and their ancestors and allies - and honors these members of the community, both past and present.

1. CALL TO ORDER

2. ROLL CALL & ESTABLISHMENT OF QUORUM: (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency)

   Jenny McAdams, Brian McCarthy, Kathy Biala, Mayor Pro-Tem/Vice Chair Liesbeth Visscher, Mayor/Chair Bruce C. Delgado

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS:

4. CLOSED SESSION:

   a. Conference with Legal Counsel, Anticipated Litigation (Govt. Code § 54956.9(d)(4)), 2 potential cases. City Council to consider initiation of litigation

   b. Labor Negotiations (Govt. Code § 54957.6)
      i. Marina Police Officers Association (MPOA)
         City Negotiators: City Manager and Employee Relations Officer

6:30 PM - RECONVENE OPEN SESSION AND REPORT ON ANY ACTIONS TAKEN IN CLOSED SESSION

5. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand)

6. SPECIAL PRESENTATIONS:

   a. Certificate presentation to Layne Long from the Office of State Senator Laird
   b. Layne Long, City Manager Retirement Proclamation
   c. National Parks and Recreation Month Proclamation
   d. Informational Presentation of the City's Pavement Management Program.

7. COUNCIL AND STAFF ANNOUNCEMENTS:

8. PUBLIC COMMENT**:** *Any member of the public may comment on any matter within the City Council's jurisdiction that is not on the agenda. This is the appropriate place to comment on items on the Consent Agenda. Action will not be taken on items not on the agenda. Comments are limited to a maximum of three (3) minutes. General public comment may be limited to thirty (30) minutes and/or continued to the end of the agenda. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the City Council. Whenever possible, written correspondence should be*

submitted to the Council in advance of the meeting, to provide adequate time for its consideration.

9. CONSENT AGENDA FOR THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Background information has been provided to the Successor Agency of the former Redevelopment Agency on all matters listed under the Consent Agenda, and these items are considered to be routine and non-controversial. All items under the Consent Agenda are normally approved by one motion. Prior to such a motion being made, any member of the public or City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, the Council may remove an item from the Consent Agenda for individual consideration. If an item is pulled for discussion, it will be placed at the end of Other Action Items Successor Agency to the former Marina Redevelopment Agency.*

10. CONSENT AGENDA: *These items are considered to be routine and non-controversial. All items under the Consent Agenda may be approved by one motion. Prior to such a motion being made, any member of City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, Council may remove the item from the Consent Agenda and it will be placed at the end of Other Action Items.*

    a. ACCOUNTS PAYABLE: *(Not a Project under CEQA per Article 20, Section 15378)*

        (1) Accounts Payable Check Numbers 109440-109586, totaling $2,705,267.17
        Accounts Payable Successor Agency Check No. 140, totaling $4,622.14

    b. MINUTES: *(Not a Project under CEQA per Article 20, Section 15378)*

        (1) June 24, 2025, Special Counting Meeting

        (2) June 16, 2026, Regular City Council Meeting

    c. CLAIMS AGAINST THE CITY: None

    d. AWARD OF BID:

        (1) Adopting Resolution No. 2026-, awarding a construction contract for the Windy Hill Park Improvements to Anderson Pacific Engineering Construction, Inc., of Santa Clara, CA for the total bid in the amount of $489,443.00; and authorizing the City Manager to execute contract documents and all change orders subject to final review and approval by the City Attorney.

    e. CALL FOR BIDS:

        (1) Adopting Resolution No. 2026- authorizing the release of Request for Qualifications (RFQ) to qualified firms for on-call professional services in the disciplines of airport engineering, planning, and financial consulting.

    f. ADOPTION OF RESOLUTIONS: *(Not a Project under CEQA per Article 20, Section 15378)*

        (1) Adopting Resolution No. 2026- and Resolution No. 2026- (SA-MRA), authorizing change in signatories on the City General, and Payroll, and Successor Agency General checking accounts with Chase JPMorgan, LAIF-SA and LAIF City Accounts.

(2) Adopting Resolution No. 2026-, and Resolution No. 2026- (SA-MRA), authorizing change in signatories on the City and Successor Agency investment accounts to open investment accounts and conduct investment activities as outlined by the City's investment policy.

(3) Adopting Resolution No. 2026-(PPSC-NPC), authorizing change in signatories on the Preston Park Sustainable Communities Non-Profit Corporation capital reserve account.

(4) Adopting Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to special assessment for the Seabreeze Landscape Maintenance Assessment District for FY 2026-2027.

(5) Adopting Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to special assessment for the Monterey Bay Estates Landscape Maintenance Assessment District for FY 2026-2027.

(6) Adopting Resolution No. 2026-, confirming levy of a special tax for the City of Marina Community Facilities District No. 2007-2 (Locke Paddon) for Fiscal Year 2026-2027 as authorized by Ordinance No. 2007-09, and; consider adopting Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to levying of special taxes for the City of Marina Community Facilities District No. 2007-2 for Fiscal Year 2026-2027 as authorized by Ordinance No. 2007-09.

(7) Adopting Resolution No. 2026-, confirming levy of the special tax for the City of Marina Community Facilities District No. 2015-1 (The Dunes) for Fiscal Year 2026-27 as authorized by Ordinance No. 2015-03, and; Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to a special tax for the City of Marina Community Facilities District No. 2015-1 as authorized by Ordinance No. 2015-03 for Fiscal Year 2026-27

(8) Adopting Resolution No. 2026-, confirming levy of the special tax for the City of Marina Community Facilities District No. 2024-1 (The Dunes) for Fiscal Year 2026-27 as authorized by Ordinance No. 2024-11, and; Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to a special tax for the City of Marina Community Facilities District No. 2024-1 as authorized by Ordinance No. 2024-11 for Fiscal Year 2026-27

(9) Adopting Resolution No. 2026-, confirming levy of the special tax for the City of Marina Community Facilities District No. 2026-1 (Marina Station) for Fiscal Year 2026-27 as authorized by Ordinance No. 2026-02, and; Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to a special tax for the City of Marina Community Facilities District No. 2026-1 as authorized by Ordinance No. 2026-02 for Fiscal Year 2026-27.

(10) Adopting Resolution No. 2026-, appointing Courtney S. Lindberg as Interim City Manager, effective July 18, 2026, to serve until the newly appointed City Manager assumes the position

(11) Adopting Resolution No. 2026-, accepting the Preferred Conceptual Design Plan for the Fort Ord Dunes State Park Improvement Project and direct staff to proceed to 30% design; and acknowledge the State Parks District has accepted all maintenance responsibilities for the Fort Ord Dunes State Park Improvement project.

g. APPROVAL OF AGREEMENTS: *(Not a Project under CEQA per Article 20, Section 15378)*

(1) Adopting Resolution No. 2026-, authorizing an agreement with Precision Concrete Cutting (PCC) for Phase 2 sidewalk offset and hole/spall repair services.

(2) Adopting Resolution No. 2026-, approving an agreement between the City of Marina and Shea Homes, LP, for the maintenance of right-of-way improvements within the Linear Park and 2nd Avenue as shown on the Phase 3 South Final Map.

(3) Adopting Resolution No. 2026-, authorize the City Manager to execute an amendment increasing the amount of the agreement between the City of Marina and Tripepi Smith and Associates, Inc. for continued Revenue Measure Outreach Support Services.

h. ACCEPTANCE OF PUBLIC IMPROVEMENTS: None

i. MAPS: None

j. REPORTS: (RECEIVE AND FILE):

(1) Receive an informational update regarding the status of the City's Capital Improvement Program (CIP) projects currently being managed by the City.

k. FUNDING & BUDGET MATTERS:

(1) Adopting Resolution No. 2026- and Resolution No. 2026- (NPC), approving the Abrams B Housing Area Budget for FY 2026-2027, and; authorizing Finance Director to make appropriate accounting and budgetary entries; and approving a renter's insurance requirement for all tenants upon lease renewal and authorizing corresponding revisions to the terms and conditions of any approved rental agreement forms.

(2) Adopting Resolution No. 2026-, and Resolution No. 2026- (PPSC-NPC), approving the Preston Park Sustainable Community Non-Profit Corporation Preston Park Housing Area Budget for FY 2026-27; authorizing Finance Director to make appropriate accounting and budgetary entries; and approving a renter's insurance requirement for all tenants and authorizing corresponding revisions to the terms and conditions of any approved rental agreements at Preston Park.

l. APPROVE ORDINANCES (WAIVE SECOND READING): None

m. APPROVE APPOINTMENTS: None

11. PUBLIC HEARINGS: *In the Council's discretion, the applicant/proponent of an item may be given up to ten (10) minutes to speak. All other persons may be given up to three (3) minutes to speak on the matter.*

    a. Adopting Resolution No. 2026-, which would submit to City voters a proposed Utility Users Tax Ordinance at the general municipal election held on November 3, 2026, which election was previously called by the City Council pursuant to Resolution No. 2026-71.

    b. Adopting Resolution No. 2026-, approving amendments to the Downtown Vitalization Specific Plan in response to recommendations from the Planning Commission and the recommendations of a market feasibility analysis prepared by consulting firm HDL ECONSolutions and determine that said amendments to the Downtown Vitalization Specific Plan are subject to exemptions from environmental review in accordance with Sections 15183 and 15061(b)(3) of the CEQA Guidelines.

12. OTHER ACTIONS ITEMS OF THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Action listed for each Agenda item is that which is requested by staff. The Successor Agency may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*

13. OTHER ACTION ITEMS: *Action listed for each Agenda item is that which is requested by staff. The City Council may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*

Note: No additional major projects or programs should be undertaken without review of the impacts on existing priorities (Resolution No. 2006-79 – April 4, 2006).

    a. Adopting Resolution No. 2026-, approve the Employment Agreement between the City of Marina and Matt Mogensen for the position of City Manager, effective July 8, 2026, with a mutually agreed-upon start date to take effect in July or August 2026; and adopt the accompanying City Manager Salary Schedule to ensure compliance with California Public Employees' Retirement System (CalPERS) compensation reporting requirements; and authorize the Mayor to execute the Employment Agreement on behalf of the City.

    b. Adopting Resolution No. 2026-, approving the authorization of 1) Submittal of an application for installation of new signage at the subject site; and 2) Rebranding from Shell Oil to Gulf Oil. ***Continued from June 16, 2026***

    c. Receive a presentation on past amendments to the Council Rules, (2) further amendments and refinements to such Rules; and (3) providing direction to City Attorney and Staff on other refinements or amendments to such Rules. ***Continued from May 5, 2026***

    d. Open public hearing and conduct the first reading of Ordinance No. 2026-, adding Chapter 1.16 (Custody and Use of City Seal, City Logo, and City Insignia) to Title 1 (General Provisions) of the Marina Municipal Code; waive further reading; and introduce the ordinance. ***Continued to from June 16, 2026***

14. COUNCIL & STAFF INFORMATIONAL REPORTS:

a. Monterey County Mayor's Association [Mayor Bruce Delgado]

b. Council reports on meetings and conferences attended (Gov't Code Section 53232).

15. ADJOURNMENT:

CERTIFICATION

I, Anita Sharp, Deputy City Clerk, of the City of Marina, do hereby certify that a copy of the foregoing agenda was posted at City Hall and Council Chambers Bulletin Board at 211 Hillcrest Avenue, Monterey County Library Marina Branch at 190 Seaside Circle, City Bulletin Board at the corner of Reservation Road and Del Monte Boulevard on or before 8:00 p.m., Thursday, July 2, 2026.

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ANITA SHARP, DEPUTY CITY CLERK

City Council, Airport Commission and Redevelopment Agency meetings are recorded on tape and available for public review and listening at the Office of the City Clerk and kept for a period of 90 days after the formal approval of MINUTES.

City Council meetings may be viewed live on the meeting night and at 12:30 p.m. and 3:00 p.m. on Cable Channel 25 on the Sunday following the Regular City Council meeting date. In addition, Council meetings can be viewed at 6:30 p.m. every Monday, Tuesday and Wednesday. For more information about viewing the Council Meetings on Channel 25, you may contact Access Monterey Peninsula directly at 831-333-1267.

Agenda items and staff reports are public record and are available for public review on the City's website (www.ciytofmarina.org), at the Monterey County Marina Library Branch at 190 Seaside Circle and at the Office of the City Clerk at 211 Hillcrest Avenue, Marina between the hours of 10:00 a.m. 5:00 p.m., on the Monday preceding the meeting.

Supplemental materials received after the close of the final agenda and through noon on the day of the scheduled meeting will be available for public review at the City Clerk's Office during regular office hours and in a 'Supplemental Binder' at the meeting.

ALL MEETINGS ARE OPEN TO THE PUBLIC. THE CITY OF MARINA DOES NOT DISCRIMINATE AGAINST PERSONS WITH DISABILITIES. Council Chambers are wheelchair accessible. Meetings are broadcast on cable channel 25 and recordings of meetings can be provided upon request. To request assistive listening devices, sign language interpreters, readers, large print agendas or other accommodations, please call (831) 884-1278 or e-mail: marina@cityofmarina.org. Requests must be made at least **48 hours** in advance of the meeting.

Upcoming 2026 Meetings of the City Council, Airport Commission, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Community Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency and Marina Groundwater Sustainability Agency
Regular Meetings: 5:00 p.m. Closed Session;
6:30 p.m. Regular Open Sessions

~~Tuesday, March 17, 2026~~

~~Tuesday, April 7, 2026~~
~~Tuesday, April 21, 2026~~

~~Tuesday, May 5, 2026~~
~~Tuesday, May 19, 2026~~

~~Tuesday, June 2, 2026~~
~~Tuesday, June 16, 2026~~

Tuesday, July 7, 2026
~~***Tuesday, July 21, 2026 (Cancelled)***~~

****Wednesday, August 5, 2026**
Tuesday, August 18, 2026 (Cancelled)

Tuesday, September 1, 2026
Tuesday, September 15, 2026

Tuesday, October 6, 2026
Tuesday, October 20, 2026

*****Wednesday, November 4, 2026**
Tuesday, November 17, 2026

Tuesday, December 1, 2026
Tuesday, December 15, 2026

*** Regular Meeting rescheduled due to Monday Holiday**

**** Regular Meeting rescheduled due to National Night Out**

***** Regular Meeting rescheduled due to City Election Day**

C I T Y H A L L 2 0 2 6 H O L I D A Y S
(City Hall Closed)

Memorial Day ---------- Monday, May 25, 2026
Juneteenth Day---------- Friday, June 19, 2026
Independence Day (City Offices Closed) ----------Friday, July 3, 2026
Labor Day ---------- Monday, September 7, 2026
Veterans Day (City Offices Closed)---------- Wednesday, November 11, 2026
Thanksgiving Day----------Thursday, November 26, 2026
Thanksgiving Break---------- Friday, November 27, 2026
Winter Break----------Thursday, December 24, 2026- Thursday, December 31, 2026

2026 COMMISSION DATES

U p c o m i n g 2 0 2 6 M e e t i n g s o f P l a n n i n g C o m m i s s i o n
2nd and 4th Thursday of every month. Meetings are held at the Council Chambers at 6:30 P.M.

April 8, 2026
April 22, 2026
May 13, 2026
May 27, 2206
June 10, 2026
June 24, 2026

July 8, 2026
July 22, 2026
August 12, 2026
August 26, 2026
September 9, 2026
September 26, 2026
October 14, 2026
October 23, 2026

November 11, 2026
November 25, 2026 (Cancelled)
December 9, 2026
December 23, 2026
November 11, 2026

Upcoming 2026 Meetings of Public Works Commission
1st Thursday of every month. Meetings are held at the Council Chambers at 6:30 P.M.

March 5, 2026	May 7, 2026	September 3, 2026
April 2, 2026	June 4, 2026	October 1, 2026
	July 2, 2026	November 5, 2026
	August 6, 2026	December 3, 2026

Upcoming 2026 Meetings of Recreation & Cultural Services Commission
4th Wednesday of every second month. Meetings are held at the Council Chambers at 6:30 P.M.

March 5, 2026	July 22, 2026	December 2, 2026
May 6, 2026	September 23, 2026	

Upcoming 2026 Meetings of Marina Tree Committee
2nd Wednesday of every quarter month as needed. Meetings are held at the Council Chambers at 6:30 P.M.

April 8, 2026	July 8, 2026	October 14, 2026

Proclamation

National Parks and Recreation Month

-oOo-

Recognizing July as Parks and Recreation Month in the City of Marina, California

WHEREAS, parks and recreation is a vital part of the City of Marina, enriching the lives of all residents through diverse and inclusive programs, accessible parks, and cultural services that promote community health, engagement, and environmental stewardship; and

WHEREAS, the City of Marina's Recreation & Cultural Services Department supports physical and mental health through programs and spaces that encourage outdoor activity, wellness education, and social connection for individuals and families of all ages and abilities; and

WHEREAS, the Department offers youth enrichment, after-school and summer programs, senior services, cultural celebrations, and recreational events that foster lifelong learning, resilience, and a strong sense of belonging in our community; and

WHEREAS, parks and recreation in Marina play a key role in supporting equity and access, by maintaining inclusive facilities such as all-abilities playgrounds, public art installations, and diverse cultural programs that reflect the rich history and diversity of our city; and

WHEREAS, recreation and cultural services contribute to Marina's economic vitality by supporting tourism, job creation, business attraction, and enhancing quality of life for residents and visitors; and

WHEREAS, Marina's parks and open spaces protect our coastal and natural resources, and serve as living classrooms for environmental education, sustainability practices, and community stewardship; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month, encouraging communities nationwide to recognize the essential services and opportunities provided by their local parks and recreation agencies; and

WHEREAS, the City of Marina proudly acknowledges the dedication of its Recreation & Cultural Services Department staff, volunteers, and community partners who enhance the well-being of Marina through outstanding programs, services, and facilities.

NOW, THEREFORE, I, Mayor Bruce Delgado, on behalf of the Marina City Council, do hereby proclaim July 2026 as Parks and Recreation Month in the City of Marina and encourage all residents to explore and enjoy our parks, cultural programs, and recreation services throughout the month and year -round.

Dated this 7th day of July, 2026

CITY OF MARINA INCORPORATED NOVEMBER 13, 1975 CALIFORNIA

Bruce C. Delgado, Mayor

Accounts Payable by G/L Distribution Report

Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **120 - City Mgr/HR/Risk**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.465 - Prof Svc Legal - Special Counsel**										
12348 - RICHARDS, WATSON & GERSHON A PROFESSIONAL CORPORAT	258799	Professional Services - MPWSP - April 2026	Paid by Check # 109473		05/31/2026	06/04/2026	06/04/2026		06/12/2026	255.83
Account **6300.465 - Prof Svc Legal - Special Counsel** Totals								Invoice Transactions 1		$255.83
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions 1		$255.83
Division **000 - Non-Div** Totals								Invoice Transactions 1		$255.83
Department **120 - City Mgr/HR/Risk** Totals								Invoice Transactions 1		$255.83
Department **125 - I. T.**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.076 - Maint & Repairs Copier**										
10592 - U.S. Bank Equipment Finance-USbancorp	583213160	CDD Copier Lease Payment - June 2026	Paid by Check # 109479		05/30/2026	06/04/2026	06/04/2026		06/12/2026	225.06
Account **6360.076 - Maint & Repairs Copier** Totals								Invoice Transactions 1		$225.06
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions 1		$225.06
Division **000 - Non-Div** Totals								Invoice Transactions 1		$225.06
Department **125 - I. T.** Totals								Invoice Transactions 1		$225.06
Department **130 - Finance**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.342 - Maint & Repairs IT - System Annual Maint**										
12189 - Fifth Asset, Inc. / DebtBook	DB2009407	Subscription Fee for Lease & SBITA Management 2/4/26-2/3/27	Paid by Check # 109452		02/09/2026	06/08/2026	06/08/2026		06/12/2026	9,900.00
Account **6360.342 - Maint & Repairs IT - System Annual Maint** Totals								Invoice Transactions 1		$9,900.00
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions 1		$9,900.00
Division **000 - Non-Div** Totals								Invoice Transactions 1		$9,900.00
Department **130 - Finance** Totals								Invoice Transactions 1		$9,900.00
Department **190 - Citywide Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.570 - Maint & Repairs Other Svc Agr**										
10129 - Cintas Corporation	4271670153	Mat Service City Hall	Paid by Check # 109448		06/05/2026	06/08/2026	06/08/2026		06/12/2026	73.18
Account **6360.570 - Maint & Repairs Other Svc Agr** Totals								Invoice Transactions 1		$73.18
Account **6380.150 - Utilities Comm Phone System**										
10758 - AT & T CALNET3	000025301759	CALNET3-9391023437 (384-0425)	Paid by Check # 109444		05/28/2026	06/08/2026	06/08/2026		06/12/2026	63.39

Accounts Payable by G/L Distribution Report

Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **190 - Citywide Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.150 - Utilities Comm Phone System**										
10758 - AT & T CALNET3	000025301762	CALNET3-9391023440 (384-0860)	Paid by Check # 109444		05/28/2026	06/08/2026	06/08/2026		06/12/2026	32.47
10758 - AT & T CALNET3	000025301787	CALNET3-9391023463 (384-7854)	Paid by Check # 109444		05/28/2026	06/08/2026	06/08/2026		06/12/2026	32.47
10758 - AT & T CALNET3	000025301792	CALNET3-9391023468 (384-9148)	Paid by Check # 109444		05/28/2026	06/08/2026	06/08/2026		06/12/2026	32.47
10758 - AT & T CALNET3	000025301790	CALNET3-9391023466 (384-8477)	Paid by Check # 109444		05/28/2026	06/08/2026	06/08/2026		06/12/2026	63.38
10758 - AT & T CALNET3	000025301763	CALNET3-9391023441 (384-0888)	Paid by Check # 109444		05/28/2026	06/08/2026	06/08/2026		06/12/2026	32.47
			Account **6380.150 - Utilities Comm Phone System** Totals					Invoice Transactions	6	$256.65
Account **6380.500 - Utilities Water & Sewer**										
10432 - Monterey One Water - former MRWPCA	May 2026 0009	208 Palm Ave (12-000009)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	272.80
10432 - Monterey One Water - former MRWPCA	May 2026 1627	211 Hillcrest Ave (12-001627)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	272.80
10432 - Monterey One Water - former MRWPCA	May 2026 0325	2800 2nd Ave (13-000325)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	68.20
10432 - Monterey One Water - former MRWPCA	May 2026 3949	209 Cypress Ave (12-003949)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	136.40
10432 - Monterey One Water - former MRWPCA	May 2026 3245	3254 Abdy Way (12-003245)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	68.20
10432 - Monterey One Water - former MRWPCA	May 2026 4675	306 Reservation Rd (12-004675)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	108.00
10432 - Monterey One Water - former MRWPCA	May 2026 3451	0 Seaside Ave & Reservation Rd (12-003451)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	68.20
10432 - Monterey One Water - former MRWPCA	May 2026 1708	304 Hillcrest Ave (12-001708)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	68.20
10432 - Monterey One Water - former MRWPCA	May 2026 2930	3200 Imjin Rd (13-002930)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	1,364.00
			Account **6380.500 - Utilities Water & Sewer** Totals					Invoice Transactions	9	$2,426.80
			Sub-Division **00 - Non-Subdiv** Totals					Invoice Transactions	16	$2,756.63
			Division **000 - Non-Div** Totals					Invoice Transactions	16	$2,756.63
			Department **190 - Citywide Non-Dept** Totals					Invoice Transactions	16	$2,756.63

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **210 - Police**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
11298 - Allen Dean Huggins / Paragon Investigative Service	IA 26-01	MARINA POLICE DEPARTMENT IA 26-01	Paid by Check # 109442		06/08/2026	06/08/2026	06/04/2026		06/12/2026	3,812.50
10107 - California Towing & Transport	215815	HEAVY DUTY TOWING CALL # 275340548	Paid by Check # 109447		06/05/2026	07/05/2026	06/04/2026		06/12/2026	650.00
10037 - El Rancho Wash & Dry / Andon Laundrymat Service	8963	MARINA PD (RUIZ) WASH BLANKETS	Paid by Check # 109451		05/18/2026	06/04/2026	06/04/2026		06/12/2026	42.00
11899 - Robert Half International, Inc	66091997	Admin Temp - JoAnn Wilson	Paid by Check # 109474		04/07/2026	06/04/2026	06/04/2026		06/12/2026	1,866.20
10456 - Shred-it USA - Stericycle, Inc.	8014297599	SHREDDING ONSITE	Paid by Check # 109477		05/18/2026	06/17/2026	05/20/2026		06/12/2026	183.93
				Account **6300.570 - Prof Svc Other** Totals				Invoice Transactions	5	$6,554.63
Account **6360.570 - Maint & Repairs Other Svc Agr**										
12146 - MRC Smart Tech. Solutions/MR COPY INC DBA:XBS-WEST	IN5355435	METER READ	Paid by Check # 109467		04/29/2026	06/01/2026	05/11/2026		06/12/2026	201.32
10623 - Xerox Financial Services	42081167	ACCT # 4130499 SVC CONTRACT PMT 5/10/26 - 6/9/26	Paid by Check # 109484		05/21/2026	06/10/2026	05/20/2026		06/12/2026	24.06
10623 - Xerox Financial Services	42081168	ACCT # 4130499 SVC CONTRACT PMT 05/10/26 - 06/09/26	Paid by Check # 109484		05/21/2026	06/10/2026	05/20/2026		06/12/2026	1,293.17
				Account **6360.570 - Maint & Repairs Other Svc Agr** Totals				Invoice Transactions	3	$1,518.55
Account **6380.150 - Utilities Comm Phone System**										
10758 - AT & T CALNET3	000025260275	ACCT # 9391023478	Paid by Check # 109444		05/15/2026	06/22/2026	05/20/2026		06/12/2026	63.20
				Account **6380.150 - Utilities Comm Phone System** Totals				Invoice Transactions	1	$63.20
Account **6400.350 - Material & Suppl IT-Computer & Hardware (non-cap)**										
10897 - TechRx Technology Services Corporation	13702	RING ALARM SERVICES 5.1.26 - 4.30.27 EVIDENCE ROOM & CORP YARD	Paid by EFT # 7789		05/01/2026	06/04/2026	06/04/2026		06/12/2026	400.00
10897 - TechRx Technology Services Corporation	13723	CAMERA G4 BULLETCAMERA G4 BULLET (EFO) MISC MAINT	Paid by EFT # 7789		05/01/2026	06/04/2026	06/04/2026		06/12/2026	4,649.78
10897 - TechRx Technology Services Corporation	14000	SFO EFO MISC. MAINTENANCE	Paid by EFT # 7789		05/28/2026	06/04/2026	06/04/2026		06/12/2026	2,422.50
10897 - TechRx Technology Services Corporation	14006	EFO REPLACEMENT PTP MISC MAINT	Paid by EFT # 7789		06/01/2026	06/04/2026	06/04/2026		06/12/2026	2,388.61

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **210 - Police**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.350 - Material & Suppl IT-Computer & Hardware (non-cap)**										
10897 - TechRx Technology Services Corporation	14005	MISC MAINT. CAMERA G4 BULLETCAMERA G4 BULLET (EFO)	Paid by EFT # 7789		05/20/2026	06/04/2026	06/04/2026		06/12/2026	3,034.78
Account **6400.350 - Material & Suppl IT-Computer & Hardware (non-cap)** Totals							Invoice Transactions		5	$12,895.67
Account **6400.565 - Material & Suppl Office Supplies**										
10498 - Quill Corporation	48881107	ACCT # 7474999 OFFICE SUPPLIES	Paid by Check # 109471		05/11/2026	06/10/2026	05/26/2026		06/12/2026	190.14
10498 - Quill Corporation	48881171	ACCT # 7474999 OFFICE SUPPLIES	Paid by Check # 109471		05/11/2026	06/10/2026	05/26/2026		06/12/2026	95.07
10498 - Quill Corporation	48878981	ACCT # 7474999 OFFICE SUPPLIES	Paid by Check # 109471		05/11/2026	06/10/2026	05/26/2026		06/12/2026	535.08
Account **6400.565 - Material & Suppl Office Supplies** Totals							Invoice Transactions		3	$820.29
Account **6400.720 - Material & Suppl Safety Equip**										
10330 - LC ACTION POLICE SUPPLY LTD/LC ACTION POLICE SUPPL	488836	DELA VEST	Paid by Check # 109458		06/09/2026	07/09/2026	06/04/2026		06/12/2026	1,147.13
12454 - Parga, Raymond, Martin / Valley Armory & Gunsmithi	039170	SIGHT INSTALLATIONS ON GLOCK 17 & 45 PISTOLS	Paid by Check # 109470		05/15/2026	05/20/2026	05/20/2026		06/12/2026	245.00
Account **6400.720 - Material & Suppl Safety Equip** Totals							Invoice Transactions		2	$1,392.13
Account **6500.620 - Training & Travel POST**										
10629 - Anthony Aiello - Employee	6-24-26	Per Diem - Aiello - Use of Force Decision Making Course	Paid by Check # 109443		06/09/2026	06/09/2026	06/09/2026		06/12/2026	35.00
11752 - Francisco Tapia - Employee	6-24-26	Per Diem - Tapia - Use of Force Decision Making Course	Paid by EFT # 7784		06/09/2026	06/09/2026	06/09/2026		06/12/2026	35.00
11824 - Gabriel Rose - Employee	6-24-26	Per Diem - Rose - Use of Force Decision Making Course	Paid by Check # 109454		06/09/2026	06/09/2026	06/09/2026		06/12/2026	35.00
11760 - Rachel Shimabukuro - Employee	6-25-26	Per Diem - Shimabukuro - Session 3 Leadership Development	Paid by Check # 109472		06/09/2026	06/09/2026	06/09/2026		06/12/2026	70.00
11659 - Shivdev Dhillon - Employee	6-24-26	Per Diem - Dhillon - Use of Force Decision Making Course	Paid by Check # 109476		06/09/2026	06/09/2026	06/09/2026		06/12/2026	35.00
Account **6500.620 - Training & Travel POST** Totals							Invoice Transactions		5	$210.00

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **210 - Police**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6600.455 - Other Charges Leased Parking**										
12070 - Open Road Investors, LLC	1126-Add	Monthly Parking Lot Rent - Increased	Paid by Check # 109468		06/05/2026	06/05/2026	06/05/2026		06/12/2026	640.00
Account **6600.455 - Other Charges Leased Parking** Totals								Invoice Transactions	1	$640.00
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions	25	$24,094.47
Division **000 - Non-Div** Totals								Invoice Transactions	25	$24,094.47
Department **210 - Police** Totals								Invoice Transactions	25	$24,094.47
Department **250 - Fire**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10841 - Art Black / Carmel Fire Protection	126248	Residential Fire Sprinkler Inspection for 3071 Rubicon Court	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126247	Residential Fire Sprinkler Inspection for 3073 Rubicon Court	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126246	Residential Fire Sprinkler Inspection for 3075 Rubicon Court	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126245	Residential Fire Sprinkler Inspection for 3077 Rubicon Court	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126244	Residential Fire Sprinkler Inspection for 3079 Rubicon Court	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126243	Residential Fire Sprinkler Inspection for 3081 Rubicon Court	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126242	Residential Fire Sprinkler Inspection for 3083 Rubicon Court	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126241	Residential Fire Sprinkler Inspection for 590 Inyo Court	Paid by EFT # 7779		06/03/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126240	Residential Fire Sprinkler Inspection for 3069 Rubicon Court	Paid by EFT # 7779		06/03/2026	06/10/2026	06/10/2026		06/12/2026	230.00

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **250 - Fire**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10841 - Art Black / Carmel Fire Protection	126239	Residential Fire Sprinkler Inspection for 3067 Rubicon Court	Paid by EFT # 7779		06/03/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126237	Residential Fire Sprinkler Inspection for 627 Santa Ynez Way	Paid by EFT # 7779		06/03/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126236	Residential Fire Sprinkler Inspection for 629 Santa Ynez Way	Paid by EFT # 7779		06/03/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126260	Residential Fire Sprinkler Inspection for 273 Santa Lucia Lane	Paid by EFT # 7779		06/05/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126259	Residential Fire Sprinkler Inspection for 275 Santa Lucia Lane	Paid by EFT # 7779		06/05/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126258	Residential Fire Sprinkler Inspection for 277 Santa Lucia Lane	Paid by EFT # 7779		06/05/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126257	Residential Fire Sprinkler Inspection for 247 Laguna Seca Lane	Paid by EFT # 7779		06/05/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126256	Residential Fire Sprinkler Inspection for 249 Laguna Seca Lane	Paid by EFT # 7779		06/05/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126255	Residential Fire Sprinkler Inspection for 251 Laguna Seca Lane	Paid by EFT # 7779		06/05/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126251	Residential Fire Sprinkler Inspection for 3058 Arroyo Drive	Paid by EFT # 7779		06/05/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126261	Residential Fire Sprinkler Inspection for 271 Santa Lucia Lane	Paid by EFT # 7779		06/05/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126250	Residential Fire Sprinkler Inspection for 3056 Arroyo Drive	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126249	Residential Fire Sprinkler Inspection for 3052 Arroyo Drive	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **250 - Fire**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10841 - Art Black / Carmel Fire Protection	126252	Residential Fire Sprinkler Inspection for 3082 Arroyo Drive	Paid by EFT # 7779		06/04/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126265	Plan Review and Fire Inspection for Indus Restaurant	Paid by EFT # 7779		06/06/2026	06/10/2026	06/10/2026		06/12/2026	215.00
10841 - Art Black / Carmel Fire Protection	126264	Plan Review and Fire Inspection for 3301 Drew Street x Abdy Way	Paid by EFT # 7779		06/06/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126263	Plan Review and Fire Inspection for 3295 Drew Street x Abdy Way	Paid by EFT # 7779		06/06/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126262	Plan Review and Fire Inspection for 3289 Drew Street x Abdy Way	Paid by EFT # 7779		06/06/2026	06/10/2026	06/10/2026		06/12/2026	230.00
10841 - Art Black / Carmel Fire Protection	126266	Plan Review and Fire Inspection for 3001 Second Avenue	Paid by EFT # 7779		06/06/2026	06/10/2026	06/10/2026		06/12/2026	215.00
				Account **6300.570 - Prof Svc Other** Totals			Invoice Transactions	28		$6,410.00
Account **6360.360 - Maint & Repairs Janitorial**										
10927 - Ace Hardware - Fire Dept.	094340	Cust #204 - Supplies for Station 1	Paid by Check # 109440		06/02/2026	06/08/2026	06/08/2026		06/12/2026	246.60
				Account **6360.360 - Maint & Repairs Janitorial** Totals			Invoice Transactions	1		$246.60
Account **6360.570 - Maint & Repairs Other Svc Agr**										
10129 - Cintas Corporation	4271670097	Towel - Microfiber Towel	Paid by Check # 109448		06/05/2026	06/05/2026	06/05/2026		06/12/2026	163.07
10239 - First Alarm	960091	3260 Imjin Road Monitoring Service	Paid by EFT # 7783		06/10/2026	06/10/2026	06/10/2026		06/12/2026	146.16
				Account **6360.570 - Maint & Repairs Other Svc Agr** Totals			Invoice Transactions	2		$309.23
Account **6360.850 - Maint & Repairs Vehicle**										
12039 - COASTAL FABRICATION COMPANY, INC.	35638	Fire Hose Trays	Paid by Check # 109449		06/08/2026	06/08/2026	06/08/2026		06/12/2026	2,088.91
				Account **6360.850 - Maint & Repairs Vehicle** Totals			Invoice Transactions	1		$2,088.91
Account **6400.100 - Material & Suppl CSA 74 Funded**										
10077 - Bound Tree Medical LLC	86234761	Medical Supplies for Fire Engine - Ice Packs	Paid by EFT # 7780		06/08/2026	06/09/2026	06/09/2026		06/12/2026	71.61

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **250 - Fire**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.100 - Material & Suppl CSA 74 Funded**										
10077 - Bound Tree Medical LLC	86236624	Medical Supplies for Fire Engine	Paid by EFT # 7780		06/09/2026	06/10/2026	06/10/2026		06/12/2026	5,889.88
				Account **6400.100 - Material & Suppl CSA 74 Funded** Totals				Invoice Transactions	2	$5,961.49
Account **6400.565 - Material & Suppl Office Supplies**										
12202 - Staples, Inc./Staples Contract & Commercial LLC db	6065918460	Pens	Paid by Check # 109478		06/08/2026	06/09/2026	06/09/2026		06/12/2026	19.01
12202 - Staples, Inc./Staples Contract & Commercial LLC db	6065918462	Office Supplies for Station 1 and Station 2	Paid by Check # 109478		06/08/2026	06/09/2026	06/09/2026		06/12/2026	217.84
				Account **6400.565 - Material & Suppl Office Supplies** Totals				Invoice Transactions	2	$236.85
Account **6400.795 - Material & Suppl Turnout Equip-Structure Fires**										
12460 - All Hands Fire Equipment LLC	INV24809	Structure Fire Gloves	Paid by Check # 109485		06/03/2026	06/04/2026	06/04/2026		06/12/2026	2,198.63
				Account **6400.795 - Material & Suppl Turnout Equip-Structure Fires** Totals				Invoice Transactions	1	$2,198.63
Account **6600.455 - Other Charges Leased Parking**										
12070 - Open Road Investors, LLC	1126-Add	Monthly Parking Lot Rent - Increased	Paid by Check # 109468		06/05/2026	06/05/2026	06/05/2026		06/12/2026	160.00
				Account **6600.455 - Other Charges Leased Parking** Totals				Invoice Transactions	1	$160.00
				Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	38	$17,611.71
				Division **000 - Non-Div** Totals				Invoice Transactions	38	$17,611.71
				Department **250 - Fire** Totals				Invoice Transactions	38	$17,611.71
Department **310 - Public Works**										
Division **311 - Buildings & Grounds**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.800 - Material & Suppl Uniform**										
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110878283	PW Shop Supplies	Paid by Check # 109482		04/10/2026	06/09/2026	06/09/2026		06/12/2026	74.09
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110878282	PW Uniforms	Paid by Check # 109482		04/10/2026	06/09/2026	06/09/2026		06/12/2026	442.76
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110881903	PW Uniforms	Paid by Check # 109482		04/17/2026	06/09/2026	06/09/2026		06/12/2026	172.43
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110881904	PW Shop Supplies	Paid by Check # 109482		04/17/2026	06/09/2026	06/09/2026		06/12/2026	74.09
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110885532	PW Uniforms	Paid by Check # 109482		04/24/2026	06/09/2026	06/09/2026		06/12/2026	234.19
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110889108	PW Shop Supplies	Paid by Check # 109482		05/01/2026	06/09/2026	06/09/2026		06/12/2026	74.09
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110889107	PW Uniforms	Paid by Check # 109482		05/01/2026	06/09/2026	06/09/2026		06/12/2026	172.43

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Fund **100 - General Fund**										
Department **310 - Public Works**										
Division **311 - Buildings & Grounds**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.800 - Material & Suppl Uniform**										
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110892774	PW Uniforms	Paid by Check # 109482		05/08/2026	06/09/2026	06/09/2026		06/12/2026	172.43
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110892775	PW Shop Supplies	Paid by Check # 109482		05/08/2026	06/09/2026	06/09/2026		06/12/2026	74.09
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110896349	PW Shop Supplies	Paid by Check # 109482		05/15/2026	06/09/2026	06/09/2026		06/12/2026	74.09
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110896348	PW Uniforms	Paid by Check # 109482		05/15/2026	06/09/2026	06/09/2026		06/12/2026	172.43
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110900097	PW Uniforms	Paid by Check # 109482		05/22/2026	06/09/2026	06/09/2026		06/12/2026	172.43
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110900098	PW Shop Supplies	Paid by Check # 109482		05/22/2026	06/09/2026	06/09/2026		06/12/2026	74.09
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110903533	PW Shop Supplies	Paid by Check # 109482		05/29/2026	06/09/2026	06/09/2026		06/12/2026	74.33
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110903532	PW Uniforms	Paid by Check # 109482		05/29/2026	06/09/2026	06/09/2026		06/12/2026	174.30
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110907160	PW Shop Supplies	Paid by Check # 109482		06/05/2026	06/09/2026	06/09/2026		06/12/2026	74.33
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110907159	PW uniforms	Paid by Check # 109482		06/05/2026	06/09/2026	06/09/2026		06/12/2026	322.59
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110885533	PW Shop Supplies	Paid by Check # 109482		04/24/2026	06/09/2026	06/09/2026		06/12/2026	74.09
				Account **6400.800 - Material & Suppl Uniform** Totals			Invoice Transactions	18		$2,703.28
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	18		$2,703.28
				Division **311 - Buildings & Grounds** Totals			Invoice Transactions	18		$2,703.28
Division **313 - Vehicle Maint**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.850 - Maint & Repairs Vehicle**										
12467 - Mark's Barn Auto Body, Inc.	2984	Marina Police Dept #817	Paid by Check # 109461		04/13/2026	06/09/2026	06/09/2026		06/12/2026	8,803.60
12467 - Mark's Barn Auto Body, Inc.	2829	Marina Police Dept #821	Paid by Check # 109461		01/16/2026	06/09/2026	06/09/2026		06/12/2026	875.00
				Account **6360.850 - Maint & Repairs Vehicle** Totals			Invoice Transactions	2		$9,678.60
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	2		$9,678.60
				Division **313 - Vehicle Maint** Totals			Invoice Transactions	2		$9,678.60
				Department **310 - Public Works** Totals			Invoice Transactions	20		$12,381.88

Accounts Payable by G/L Distribution Report

Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **410 - Planning**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.610 - Prof Svc Planning - Consultant**										
10515 - Rincon Consultants, Inc.	74286	Marina Housing Pgrm. & Grant Supp. 3/23/26 - 03/31/26	Paid by EFT # 7788		05/12/2026	05/18/2026	05/18/2026		06/12/2026	5,494.75
10515 - Rincon Consultants, Inc.	74292	Marina Housing Pgrm. & Grant Supp. 4/1/26 - 4/30/26	Paid by EFT # 7788		05/12/2026	05/18/2026	05/18/2026		06/12/2026	4,397.50
				Account **6300.610 - Prof Svc Planning - Consultant** Totals			Invoice Transactions	2		$9,892.25
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	2		$9,892.25
				Division **000 - Non-Div** Totals			Invoice Transactions	2		$9,892.25
				Department **410 - Planning** Totals			Invoice Transactions	2		$9,892.25
Department **420 - Engineering**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.565 - Material & Suppl Office Supplies**										
10897 - TechRx Technology Services Corporation	13725	Monitor for Dana	Paid by EFT # 7789		05/05/2026	06/08/2026	06/08/2026		06/12/2026	422.75
10897 - TechRx Technology Services Corporation	13726	Equipment for Scott	Paid by EFT # 7789		05/05/2026	06/08/2026	06/08/2026		06/12/2026	498.65
10897 - TechRx Technology Services Corporation	13746	PW Conference	Paid by EFT # 7789		05/31/2026	06/08/2026	06/08/2026		06/12/2026	6,030.67
				Account **6400.565 - Material & Suppl Office Supplies** Totals			Invoice Transactions	3		$6,952.07
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	3		$6,952.07
				Division **000 - Non-Div** Totals			Invoice Transactions	3		$6,952.07
				Department **420 - Engineering** Totals			Invoice Transactions	3		$6,952.07
Department **430 - Building Inspection**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.070 - Prof Svc Building Plan Check & Inspection**										
10171 - CSG Consultants	66361	Professional Services from April 25, 2026 to May 29, 2026	Paid by EFT # 7781		06/08/2026	06/09/2026	06/09/2026		06/12/2026	17,524.00
10171 - CSG Consultants	B260764	Building Plan Review Svcs May 2026	Paid by EFT # 7781		06/01/2026	06/09/2026	06/09/2026		06/12/2026	2,925.00
				Account **6300.070 - Prof Svc Building Plan Check & Inspection** Totals			Invoice Transactions	2		$20,449.00
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	2		$20,449.00
				Division **000 - Non-Div** Totals			Invoice Transactions	2		$20,449.00
				Department **430 - Building Inspection** Totals			Invoice Transactions	2		$20,449.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **440 - Economic Dev**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6600.490 - Other Charges Membership Prof Orgs**										
10400 - Monterey County Business Council	3389	Membership	Paid by Check # 109464		05/27/2026	06/04/2026	06/04/2026		06/12/2026	500.00
Account **6600.490 - Other Charges Membership Prof Orgs** Totals							Invoice Transactions	1		$500.00
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	1		$500.00
Division **000 - Non-Div** Totals							Invoice Transactions	1		$500.00
Department **440 - Economic Dev** Totals							Invoice Transactions	1		$500.00
Fund **100 - General Fund** Totals							Invoice Transactions	110		$105,018.90

Accounts Payable by G/L Distribution Report

Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **110 - Vehicle and Equipment**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6600.450 - Other Charges Leases & Rents**										
11491 - Enterprise FM Trust - Fleet Lease payments only	FBN5658828	Lease Payment for June 2026	Paid by EFT # 7782		06/03/2026	06/08/2026	06/08/2026		06/12/2026	31,500.40
Account **6600.450 - Other Charges Leases & Rents** Totals								Invoice Transactions 1		$31,500.40
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions 1		$31,500.40
Division **000 - Non-Div** Totals								Invoice Transactions 1		$31,500.40
Department **000 - Non-Dept** Totals								Invoice Transactions 1		$31,500.40
Fund **110 - Vehicle and Equipment** Totals								Invoice Transactions 1		$31,500.40

Accounts Payable by G/L Distribution Report

Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **220 - Gas Tax**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	May 2026 483-6	PG&E - 3982644483-6	Paid by Check # 109469		05/20/2026	06/09/2026	06/09/2026		06/12/2026	17,620.59
Account **6380.300 - Utilities Gas & Electric** Totals							Invoice Transactions 1			$17,620.59
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions 1			$17,620.59
Division **000 - Non-Div** Totals							Invoice Transactions 1			$17,620.59
Department **000 - Non-Dept** Totals							Invoice Transactions 1			$17,620.59
Fund **220 - Gas Tax** Totals							Invoice Transactions 1			$17,620.59

Accounts Payable by G/L Distribution Report

Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **235 - Cypress Cove II AD**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.500 - Utilities Water & Sewer**										
10432 - Monterey One Water - former MRWPCA	May 2026 0183	4th Ave DX Dr (13-000183)	Paid by Check # 109466		05/31/2026	06/09/2026	06/09/2026		06/12/2026	545.60
Account **6380.500 - Utilities Water & Sewer** Totals							Invoice Transactions 1			$545.60
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions 1			$545.60
Division **000 - Non-Div** Totals							Invoice Transactions 1			$545.60
Department **000 - Non-Dept** Totals							Invoice Transactions 1			$545.60
Fund **235 - Cypress Cove II AD** Totals							Invoice Transactions 1			$545.60

Accounts Payable by G/L Distribution Report

Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **460 - Airport Capital Projects**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
11489 - Wallace Group, Inc.	67968	Airport Program Management	Paid by Check # 109483		05/20/2026	05/21/2026	05/21/2026		06/12/2026	100.00
				Account **6300.570 - Prof Svc Other** Totals			Invoice Transactions	1		$100.00
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	1		$100.00
				Division **000 - Non-Div** Totals			Invoice Transactions	1		$100.00
				Department **000 - Non-Dept** Totals			Invoice Transactions	1		$100.00
				Fund **460 - Airport Capital Projects** Totals			Invoice Transactions	1		$100.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **462 - City Capital Projects**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
12171 - Butano Geotechnical Engineering, Inc	9656	Glorya Jean Tate Park (Phase 2)	Paid by Check # 109445		06/02/2026	06/04/2026	06/04/2026		06/12/2026	1,422.50
12122 - Johnson Javier Rivas/J. Rivas Electric	1909	Arnolds Office - 209 Cypress Ave	Paid by Check # 109457		04/27/2026	06/08/2026	06/08/2026		06/12/2026	6,091.08
10897 - TechRx Technology Services Corporation	13683	CDD Wiring Job	Paid by EFT # 7789		04/20/2026	06/08/2026	06/08/2026		06/12/2026	2,280.10
				Account **6300.570 - Prof Svc Other** Totals				Invoice Transactions	3	$9,793.68
Account **6700.105 - Capital Outlay Construction**										
12465 - SHEA HOMES LIMITED PARTNERSHIP	001	City of Marina-Arts District 001	Paid by Check # 109475		04/21/2026	06/08/2026	06/08/2026		06/12/2026	1,290,392.99
				Account **6700.105 - Capital Outlay Construction** Totals				Invoice Transactions	1	$1,290,392.99
				Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	4	$1,300,186.67
				Division **000 - Non-Div** Totals				Invoice Transactions	4	$1,300,186.67
				Department **000 - Non-Dept** Totals				Invoice Transactions	4	$1,300,186.67
				Fund **462 - City Capital Projects** Totals				Invoice Transactions	4	$1,300,186.67

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Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **555 - Marina Airport**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10150 - Coffman Associates	26GS02-3	Marina On Call Services	Paid by Check # 109450		05/29/2026	06/05/2026	06/05/2026		06/12/2026	704.00
10008 - Monterey County Department of Health - EHB	FA0820583 2026	AST Petroleum, surcharge and oversight	Paid by Check # 109465		05/05/2026	05/21/2026	05/21/2026		06/12/2026	1,898.00
10587 - United Rentals (North America), Inc.	255974156-007	Marina Airport Bathrooms	Paid by Check # 109481		05/12/2026	06/05/2026	06/05/2026		06/12/2026	1,152.31
11489 - Wallace Group, Inc.	67968	Airport Program Management	Paid by Check # 109483		05/20/2026	05/21/2026	05/21/2026		06/12/2026	2,968.00
				Account **6300.570 - Prof Svc Other** Totals				Invoice Transactions	4	$6,722.31
Account **6360.050 - Maint & Repairs Building**										
10728 - Ace Hardware-Public Works	094277	Box Hangar B-2 door handle replacement	Paid by Check # 109441		05/22/2026	05/22/2026	05/22/2026		06/12/2026	54.60
10728 - Ace Hardware-Public Works	094327	Hangar Supplies	Paid by Check # 109441		06/01/2026	06/06/2026	06/06/2026		06/12/2026	44.75
11424 - California Fire Protection Inc.	20-19084	Backflow service and test Bldg 524	Paid by Check # 109446		04/14/2026	05/21/2026	05/21/2026		06/12/2026	645.00
10260 - Granite Construction Co.	1019006	Marina Airport Test Track Striping	Paid by Check # 109455		05/31/2026	06/08/2026	06/08/2026		06/12/2026	3,842.75
10356 - Marina Plumbing	55080	Backflow test-3271 Imjin Rd Bldg 507	Paid by Check # 109460		05/05/2026	06/05/2026	06/05/2026		06/12/2026	150.00
10356 - Marina Plumbing	54833	Plumbing for Bldg 554	Paid by Check # 109460		01/15/2026	06/05/2026	06/05/2026		06/12/2026	149.20
10356 - Marina Plumbing	55138	Backflow tests- Bldg 529	Paid by Check # 109460		06/02/2026	06/05/2026	06/05/2026		06/12/2026	300.00
10356 - Marina Plumbing	55135	Plumbing @ Bldg 524	Paid by Check # 109460		06/02/2026	06/05/2026	06/05/2026		06/12/2026	409.54
10582 - Uline Shipping Supply	208662858	Perma Patch	Paid by Check # 109480		05/29/2026	06/06/2026	06/06/2026		06/12/2026	2,087.49
				Account **6360.050 - Maint & Repairs Building** Totals				Invoice Transactions	9	$7,683.33
Account **6360.450 - Maint & Repairs Maint & Repairs**										
10263 - Green Line	115416	Hydro/Vac out interceptor Bldg 524	Paid by Check # 109456		05/21/2026	06/08/2026	06/08/2026		06/12/2026	3,160.00
				Account **6360.450 - Maint & Repairs Maint & Repairs** Totals				Invoice Transactions	1	$3,160.00
Account **6360.566 - Maint & Repairs Other Equipment**										
10356 - Marina Plumbing	P55094	3271 Imjin Bldg 554 Backflow install/replace	Paid by Check # 109460		06/01/2026	06/08/2026	06/08/2026		06/12/2026	2,475.00
				Account **6360.566 - Maint & Repairs Other Equipment** Totals				Invoice Transactions	1	$2,475.00

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **555 - Marina Airport**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.150 - Utilities Comm Phone System**										
10758 - AT & T CALNET3	000025301765	Fire Alarms HGR 524 533 (9391023443)	Paid by Check # 109444		05/28/2026	06/05/2026	06/05/2026		06/12/2026	63.38
10758 - AT & T CALNET3	000025301766	Fire Alarms HGR 524 533 (9391023444)	Paid by Check # 109444		05/28/2026	06/05/2026	06/05/2026		06/12/2026	63.38
10758 - AT & T CALNET3	000025301771	AWOS (939102449)	Paid by Check # 109444		05/28/2026	06/05/2026	06/05/2026		06/12/2026	34.45
10758 - AT & T CALNET3	000025032148	AWOS (9391023449)	Paid by Check # 109444		03/28/2026	06/06/2026	06/06/2026		06/12/2026	33.89
			Account **6380.150 - Utilities Comm Phone System** Totals				Invoice Transactions	4		$195.10
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	May 2026 851-0	Imjin Rd, Reservation Rd., Neeson Rd	Paid by Check # 109469		05/14/2026	05/21/2026	05/21/2026		06/12/2026	226.15
			Account **6380.300 - Utilities Gas & Electric** Totals				Invoice Transactions	1		$226.15
Account **6380.500 - Utilities Water & Sewer**										
10349 - Marina Coast Water District	May 2026 56-114	3261 Imjin Rd (56-114)	Paid by Check # 109459		05/26/2026	06/17/2026	05/30/2026		06/12/2026	272.53
10349 - Marina Coast Water District	May 2026 56-097	3200 Imjin Rd (56-097)	Paid by Check # 109459		05/26/2026	06/17/2026	05/30/2026		06/12/2026	808.03
10349 - Marina Coast Water District	May 2026 56-096	3271 Imjin Rd (56-096)	Paid by Check # 109459		05/26/2026	06/17/2026	05/30/2026		06/12/2026	111.46
10349 - Marina Coast Water District	May 2026 56-051	721 Neeson Rd (56-051)	Paid by Check # 109459		05/26/2026	06/17/2026	05/30/2026		06/12/2026	330.00
10349 - Marina Coast Water District	May 2026 56-044	781 Neeson Rd (56-044)	Paid by Check # 109459		05/26/2026	06/17/2026	05/30/2026		06/12/2026	165.68
			Account **6380.500 - Utilities Water & Sewer** Totals				Invoice Transactions	5		$1,687.70
Account **6400.740 - Material & Suppl Special Dept Suppl**										
10582 - Uline Shipping Supply	207903565	Mobile Media tray for conference room	Paid by Check # 109480		05/11/2026	05/21/2026	05/21/2026		06/12/2026	368.09
10582 - Uline Shipping Supply	207775225	2 Drum Spill Shed	Paid by Check # 109480		05/07/2026	05/21/2026	05/21/2026		06/12/2026	1,950.10
			Account **6400.740 - Material & Suppl Special Dept Suppl** Totals				Invoice Transactions	2		$2,318.19
Account **6400.800 - Material & Suppl Uniform**										
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110903534	Dave's uniform & First Aid Kit	Paid by Check # 109482		05/29/2026	06/05/2026	06/05/2026		06/12/2026	40.87
10043 - VESTIS GROUP, INC./(f/k/a ARAMARK UNIFORM & C	5110907161	Daves Uniform & first Aid Kit	Paid by Check # 109482		06/05/2026	06/08/2026	06/08/2026		06/12/2026	40.87
			Account **6400.800 - Material & Suppl Uniform** Totals				Invoice Transactions	2		$81.74

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Payment Date Range 06/12/26 - 06/12/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **555 - Marina Airport**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6600.452 - Other Charges Leased Copier**										
11451 - Monterey Bay Office Products - US Bank	583711262	Airport Copier Lease-June 2026	Paid by Check # 109463		06/05/2026	06/10/2026	06/10/2026		06/12/2026	110.29
Account **6600.452 - Other Charges Leased Copier** Totals							Invoice Transactions	1		$110.29
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	30		$24,659.81
Division **000 - Non-Div** Totals							Invoice Transactions	30		$24,659.81
Department **000 - Non-Dept** Totals							Invoice Transactions	30		$24,659.81
Fund **555 - Marina Airport** Totals							Invoice Transactions	30		$24,659.81
Grand Totals							Invoice Transactions	148		$1,479,631.97

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Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **125 - I. T.**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.332 - Prof Svc IT - GIS Support**										
10515 - Rincon Consultants, Inc.	75198	Marina On-Call GIS Support 05/1/26 - 5/31/26	Paid by EFT # 7799		06/11/2026	06/11/2026	06/11/2026		06/18/2026	4,047.50
Account **6300.332 - Prof Svc IT - GIS Support** Totals								Invoice Transactions 1		$4,047.50
Account **6360.342 - Maint & Repairs IT - System Annual Maint**										
10905 - Taygeta Scientific, Inc.	001377	SentinelOne Endpoint Detection and Response - May 2026	Paid by Check # 109534		06/03/2026	06/09/2026	06/09/2026		06/18/2026	1,960.00
Account **6360.342 - Maint & Repairs IT - System Annual Maint** Totals								Invoice Transactions 1		$1,960.00
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions 2		$6,007.50
Division **000 - Non-Div** Totals								Invoice Transactions 2		$6,007.50
Department **125 - I. T.** Totals								Invoice Transactions 2		$6,007.50
Department **190 - Citywide Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10274 - Hinderliter, de Llamas & Associates (HDL)	SIN061963	Economic Development Svc-Qrtr 1 2026 (Jan-March 2026) Ord Market	Paid by EFT # 7794		03/31/2026	06/16/2026	06/16/2026		06/18/2026	1,500.00
Account **6300.570 - Prof Svc Other** Totals								Invoice Transactions 1		$1,500.00
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	May 2026 313-6	PG&E 6793435313-6	Paid by Check # 109526		05/27/2026	06/15/2026	06/15/2026		06/18/2026	8,366.78
Account **6380.300 - Utilities Gas & Electric** Totals								Invoice Transactions 1		$8,366.78
Account **6380.500 - Utilities Water & Sewer**										
10349 - Marina Coast Water District	May 2026 56-041	Acct #000056041 3260 Imjin Road	Paid by Check # 109518		05/26/2026	06/12/2026	06/12/2026		06/18/2026	325.73
Account **6380.500 - Utilities Water & Sewer** Totals								Invoice Transactions 1		$325.73
Account **6400.565 - Material & Suppl Office Supplies**										
12248 - Blue Triton Brands Inc	06F8720339783	Water Cooler Rentals and Replacement Water	Paid by Check # 109501		06/12/2026	06/09/2026	06/09/2026		06/18/2026	193.44
Account **6400.565 - Material & Suppl Office Supplies** Totals								Invoice Transactions 1		$193.44

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **190 - Citywide Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.635 - Material & Suppl Postage Shipping**										
10509 - Reserve Account - Pitney Bowes	06-09-26	Postage Meter Refill	Paid by Check # 109527		06/09/2026	06/09/2026	06/09/2026		06/18/2026	1,500.00
Account **6400.635 - Material & Suppl Postage Shipping** Totals								Invoice Transactions	1	$1,500.00
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions	5	$11,885.95
Division **000 - Non-Div** Totals								Invoice Transactions	5	$11,885.95
Department **190 - Citywide Non-Dept** Totals								Invoice Transactions	5	$11,885.95
Department **210 - Police**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10107 - California Towing & Transport	214851	TOWING SERVICE CALL#275340058	Paid by Check # 109503		04/20/2026	05/20/2026	05/14/2026		06/18/2026	150.00
12065 - Hasco Stations, LLC	HCL-060726-26	CAR WASH ACCT # 23680	Paid by Check # 109512		05/15/2026	05/30/2026	05/14/2026		06/18/2026	127.50
10334 - Lexis Nexis Risk Solutions	1100315237	May 2026 Minimum Commitment	Paid by Check # 109516		05/31/2026	06/15/2026	06/15/2026		06/18/2026	150.00
Account **6300.570 - Prof Svc Other** Totals								Invoice Transactions	3	$427.50
Account **6360.570 - Maint & Repairs Other Svc Agr**										
12146 - MRC Smart Tech. Solutions/MR COPY INC DBA:XBS-WEST	IN5250100	METER READ SERVICE PMT 2/10/26 - 3/9/26	Paid by Check # 109522		02/20/2026	03/22/2026	05/14/2026		06/18/2026	176.53
12146 - MRC Smart Tech. Solutions/MR COPY INC DBA:XBS-WEST	IN5282133	METER READ SERVICE PMT 3/10/26 - 4/9/26	Paid by Check # 109522		03/12/2026	04/11/2026	05/14/2026		06/18/2026	164.00
Account **6360.570 - Maint & Repairs Other Svc Agr** Totals								Invoice Transactions	2	$340.53
Account **6380.150 - Utilities Comm Phone System**										
10053 - AT&T DW Holdings, Inc/BellSouth Telecommunications	May 2026 0676	Acct # 325820676	Paid by Check # 109498		05/13/2026	06/15/2026	06/15/2026		06/18/2026	246.71
Account **6380.150 - Utilities Comm Phone System** Totals								Invoice Transactions	1	$246.71
Account **6380.500 - Utilities Water & Sewer**										
10349 - Marina Coast Water District	APR 2026 56-091	ACCT #000056-091	Paid by Check # 109518		04/27/2026	05/19/2026	05/14/2026		06/18/2026	192.32
10349 - Marina Coast Water District	APR 2026 74-000	Acct # 014874-000	Paid by Check # 109518		04/27/2026	05/19/2026	05/14/2026		06/18/2026	15.38
Account **6380.500 - Utilities Water & Sewer** Totals								Invoice Transactions	2	$207.70

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Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **210 - Police**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.350 - Material & Suppl IT-Computer & Hardware (non-cap)**										
10897 - TechRx Technology Services Corporation	2327	EFO REPLACEMENT PTP	Paid by EFT # 7800		05/12/2026	05/14/2026	05/14/2026		06/18/2026	1,628.61
Account **6400.350 - Material & Suppl IT-Computer & Hardware (non-cap)** Totals								Invoice Transactions 1		$1,628.61
Account **6400.720 - Material & Suppl Safety Equip**										
10727 - Ace Hardware-Public Safety	094211	THREADLOCKER 242 BLUE	Paid by Check # 109495		05/12/2026	06/10/2026	05/14/2026		06/18/2026	10.91
11468 - San Diego Police Equipment Co, Inc.	668447	FED-P45HST2-CF 45ACP 230GR HST JHP/ 1M/ CS	Paid by Check # 109528		05/01/2026	06/01/2026	05/14/2026		06/18/2026	556.84
Account **6400.720 - Material & Suppl Safety Equip** Totals								Invoice Transactions 2		$567.75
Account **6600.485 - Other Charges Medical Svc - Investigations**										
10445 - Natividad Medical Center	05-18-2026	BLOOD ALCOHOL TESTING RODRIGUEZ, ANDY N.	Paid by Check # 109524		05/18/2026	05/18/2026	05/14/2026		06/18/2026	31.00
Account **6600.485 - Other Charges Medical Svc - Investigations** Totals								Invoice Transactions 1		$31.00
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions 12		$3,449.80
Division **000 - Non-Div** Totals								Invoice Transactions 12		$3,449.80
Department **210 - Police** Totals								Invoice Transactions 12		$3,449.80
Department **250 - Fire**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.360 - Maint & Repairs Janitorial**										
10927 - Ace Hardware - Fire Dept.	094397	Cust #204 - Supplies for Station 1	Paid by Check # 109487		06/10/2026	06/12/2026	06/12/2026		06/18/2026	49.11
Account **6360.360 - Maint & Repairs Janitorial** Totals								Invoice Transactions 1		$49.11
Account **6360.570 - Maint & Repairs Other Svc Agr**										
10623 - Xerox Financial Services	42197838	FD Monthly Copier Charges 06/03/2026 to 07/02/2026	Paid by Check # 109536		06/13/2026	06/15/2026	06/15/2026		06/18/2026	257.13
Account **6360.570 - Maint & Repairs Other Svc Agr** Totals								Invoice Transactions 1		$257.13
Account **6400.796 - Material & Suppl Turnout Equip-Wildland Fires**										
12470 - Elaine G Maul / Pondosa Pack	1573	5 Series Hose Pack	Paid by Check # 109507		06/10/2026	06/12/2026	06/12/2026		06/18/2026	438.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **250 - Fire**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.796 - Material & Suppl Turnout Equip-Wildland Fires**										
10323 - L.N. Curtis & Sons	INV1077718	Wildfire Helmet and Face Protector	Paid by EFT # 7796		06/09/2026	06/16/2026	06/16/2026		06/18/2026	179.85
Account **6400.796 - Material & Suppl Turnout Equip-Wildland Fires** Totals								Invoice Transactions	2	$617.85
Account **6400.800 - Material & Suppl Uniform**										
10323 - L.N. Curtis & Sons	INV1061965	Long Sleeve Shirt and Pants - Smith	Paid by EFT # 7796		04/27/2026	06/16/2026	06/16/2026		06/18/2026	173.34
10323 - L.N. Curtis & Sons	INV1047649	Work Boots - Prader	Paid by EFT # 7796		03/12/2026	06/16/2026	06/16/2026		06/18/2026	344.37
Account **6400.800 - Material & Suppl Uniform** Totals								Invoice Transactions	2	$517.71
Account **6500.700 - Training & Travel Training & Travel**										
10687 - Anthony Prado - Employee only	06-01-26	Per Diem for Fire Inspector 2A	Paid by Check # 109497		05/20/2026	06/16/2026	06/16/2026		06/18/2026	69.00
10687 - Anthony Prado - Employee only	06-03-26	Per Diem for Fire Inspector 2B	Paid by Check # 109497		05/20/2026	06/16/2026	06/16/2026		06/18/2026	128.00
10687 - Anthony Prado - Employee only	06-29-26	Per diem for Fire Inspector 2C	Paid by Check # 109497		05/20/2026	06/16/2026	06/16/2026		06/18/2026	92.00
Account **6500.700 - Training & Travel Training & Travel** Totals								Invoice Transactions	3	$289.00
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions	9	$1,730.80
Division **000 - Non-Div** Totals								Invoice Transactions	9	$1,730.80
Department **250 - Fire** Totals								Invoice Transactions	9	$1,730.80
Department **310 - Public Works**										
Division **311 - Buildings & Grounds**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.065 - Maint & Repairs Bdg NonFlagship**										
10538 - Sherwin-Williams	7472512583012 6	Annex	Paid by Check # 109531		01/21/2026	06/13/2026	06/13/2026		06/18/2026	9.49
10538 - Sherwin-Williams	9953114281032 6	Field Stripping	Paid by Check # 109531		03/03/2026	06/13/2026	06/13/2026		06/18/2026	393.22
10538 - Sherwin-Williams	6930312583012 6	Annex	Paid by Check # 109531		01/12/2026	06/13/2026	06/13/2026		06/18/2026	905.53
10538 - Sherwin-Williams	7644912583012 6	Annex	Paid by Check # 109531		01/23/2026	06/13/2026	06/13/2026		06/18/2026	53.60
10538 - Sherwin-Williams	5120-2	Streets	Paid by Check # 109531		08/18/2025	06/13/2026	06/13/2026		06/18/2026	748.36

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Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **310 - Public Works**										
Division **311 - Buildings & Grounds**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.065 - Maint & Repairs Bdg NonFlagship**										
10538 - Sherwin-Williams	6451012583122 5	Annex	Paid by Check # 109531		12/30/2025	06/13/2026	06/13/2026		06/18/2026	48.50
10538 - Sherwin-Williams	0183513554032 6	Sout House	Paid by Check # 109531		03/05/2026	06/13/2026	06/13/2026		06/18/2026	290.71
10538 - Sherwin-Williams	7110112583012 6	Annex	Paid by Check # 109531		01/15/2026	06/13/2026	06/13/2026		06/18/2026	327.78
10538 - Sherwin-Williams	7134112583012 6	Annex	Paid by Check # 109531		01/15/2026	06/13/2026	06/13/2026		06/18/2026	34.60
10538 - Sherwin-Williams	1940713554052 6	Annex	Paid by Check # 109531		05/07/2026	06/15/2026	06/15/2026		06/18/2026	147.90
10538 - Sherwin-Williams	4563412583052 6	Annex	Paid by Check # 109531		05/27/2026	06/15/2026	06/15/2026		06/18/2026	137.78
10538 - Sherwin-Williams	4281722132052 6	Field Stripping	Paid by Check # 109531		05/13/2026	06/15/2026	06/15/2026		06/18/2026	202.72
10538 - Sherwin-Williams	3475212583052 6	Annex	Paid by Check # 109531		05/07/2026	06/15/2026	06/15/2026		06/18/2026	11.08
10538 - Sherwin-Williams	3916512583052 6	Field Stripping	Paid by Check # 109531		05/15/2026	06/15/2026	06/15/2026		06/18/2026	202.72
10538 - Sherwin-Williams	2318513554052 6	Field Stripping	Paid by Check # 109531		05/21/2026	06/15/2026	06/15/2026		06/18/2026	298.48
10538 - Sherwin-Williams	2018113554052 6	Annex	Paid by Check # 109531		05/11/2026	06/15/2026	06/15/2026		06/18/2026	602.49
			Account **6360.065 - Maint & Repairs Bdg NonFlagship** Totals				Invoice Transactions	16		$4,414.96
Account **6380.500 - Utilities Water & Sewer**										
10349 - Marina Coast Water District	May 2026 56-102	9th St & 4th Ave	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	150.58
10349 - Marina Coast Water District	May 2026 56-103	2840 Fifth Avenue	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	121.35
10349 - Marina Coast Water District	May 2026 56-107	9th Street Irrigation	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	217.19
10349 - Marina Coast Water District	May 2026 56-108	Imjin Pkwy & Marina Heights Irrigation	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	2,458.41
10349 - Marina Coast Water District	May 2026 56-110	9th St & 4th Ave	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	33.14
10349 - Marina Coast Water District	May 2026 56-099	9th street West of 2nd Avenue	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	924.98
10349 - Marina Coast Water District	May 2026 56-109	8th Street Hilltop Park Temp Irrigation	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	648.01
10349 - Marina Coast Water District	May 2026 56-112	NE Corner Imjin Pkwy & E Abrams Dr	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	268.41

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **310 - Public Works**										
Division **311 - Buildings & Grounds**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.500 - Utilities Water & Sewer**										
10349 - Marina Coast Water District	May 2026 56-036	2nd Ave/Divarty & Intergarrison	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	252.34
10349 - Marina Coast Water District	May 2026 56-100	9th Street Irrigation Parcels L & M	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	2,173.95
				Account **6380.500 - Utilities Water & Sewer** Totals				Invoice Transactions	10	$7,248.36
				Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	26	$11,663.32
				Division **311 - Buildings & Grounds** Totals				Invoice Transactions	26	$11,663.32
Division **313 - Vehicle Maint**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
12181 - Sound Billing, LLC / MyFleetCenter	7019960	Toyota Camary Service	Paid by Check # 109532		05/27/2026	06/16/2026	06/16/2026		06/18/2026	4.99
				Account **6300.570 - Prof Svc Other** Totals				Invoice Transactions	1	$4.99
Account **6360.850 - Maint & Repairs Vehicle**										
11230 - Golden State Truck & Trailer Repair, Inc.	W53522	07-01 Repairs	Paid by Check # 109511		05/18/2026	06/16/2026	06/16/2026		06/18/2026	18,992.39
12181 - Sound Billing, LLC / MyFleetCenter	7019960	Toyota Camary Service	Paid by Check # 109532		05/27/2026	06/16/2026	06/16/2026		06/18/2026	134.95
11230 - Golden State Truck & Trailer Repair, Inc.	W54662	21-01 Repairs	Paid by Check # 109511		06/03/2026	06/16/2026	06/16/2026		06/18/2026	290.56
11230 - Golden State Truck & Trailer Repair, Inc.	W54466	19-01 Repairs	Paid by Check # 109511		05/13/2026	06/16/2026	06/16/2026		06/18/2026	753.98
				Account **6360.850 - Maint & Repairs Vehicle** Totals				Invoice Transactions	4	$20,171.88
				Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	5	$20,176.87
				Division **313 - Vehicle Maint** Totals				Invoice Transactions	5	$20,176.87
				Department **310 - Public Works** Totals				Invoice Transactions	31	$31,840.19
Department **410 - Planning**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10515 - Rincon Consultants, Inc.	74835	Marina Grant Support & Prohousing Apr 1, 2026 - May 31, 2026	Paid by EFT # 7799		06/05/2026	06/11/2026	06/11/2026		06/18/2026	666.50
				Account **6300.570 - Prof Svc Other** Totals				Invoice Transactions	1	$666.50
Account **6300.610 - Prof Svc Planning - Consultant**										
10189 - Denise Duffy & Associates	INV10722	Hilltop Park Maintenance	Paid by Check # 109506		05/14/2026	06/14/2026	06/14/2026		06/18/2026	3,354.00

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **410 - Planning**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.610 - Prof Svc Planning - Consultant**										
11084 - EMC Planning Group	25-114-2	25-114 Reservation Road Downtown Core Plan	Paid by Check # 109509		05/31/2026	06/11/2026	06/11/2026		06/18/2026	508.51
10515 - Rincon Consultants, Inc.	74834	Marina Housing Pgrm. & Grant Supp. 5/1/26 - 5/31/26	Paid by EFT # 7799		06/05/2026	06/11/2026	06/11/2026		06/18/2026	3,197.75
				Account **6300.610 - Prof Svc Planning - Consultant** Totals				Invoice Transactions	3	$7,060.26
Account **6330.100 - Fee Agr Costs - Planning**										
10508 - Regional Government Services	21267	Dunes Planning Svcs April 2026	Paid by EFT # 7798		04/30/2026	06/11/2026	06/11/2026		06/18/2026	2,292.00
10508 - Regional Government Services	21268	Harvey Gas Station Planning Svcs April 2026	Paid by EFT # 7798		04/30/2026	06/11/2026	06/11/2026		06/18/2026	5,252.50
				Account **6330.100 - Fee Agr Costs - Planning** Totals				Invoice Transactions	2	$7,544.50
Account **6600.600 - Other Charges Other**										
10420 - MILESTONE COMMUNICATIONS INC/MONTEREY COUNTY WEEKL	362-090198-00002	Planning Commission Master Sign Program	Paid by Check # 109519		06/11/2026	06/16/2026	06/16/2026		06/18/2026	228.00
				Account **6600.600 - Other Charges Other** Totals				Invoice Transactions	1	$228.00
				Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	7	$15,499.26
				Division **000 - Non-Div** Totals				Invoice Transactions	7	$15,499.26
				Department **410 - Planning** Totals				Invoice Transactions	7	$15,499.26
Department **420 - Engineering**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6330.200 - Fee Agr Costs - Engineering**										
10713 - Goodwin Consulting Group	14768	Dunes Promenade Srvcs / CFD Administration Services	Paid by Check # 109540		05/15/2026	06/17/2026	06/17/2026		06/18/2026	997.50
				Account **6330.200 - Fee Agr Costs - Engineering** Totals				Invoice Transactions	1	$997.50
Account **6400.565 - Material & Suppl Office Supplies**										
10734 - Office Depot-Public Works Dept.	469787969001	PW Office Supplies	Paid by Check # 109525		05/14/2026	06/12/2026	06/12/2026		06/18/2026	565.61
10734 - Office Depot-Public Works Dept.	469789626001	PW Office Supplies	Paid by Check # 109525		05/14/2026	06/12/2026	06/12/2026		06/18/2026	248.74
10734 - Office Depot-Public Works Dept.	469789626002	PW Office Supplies	Paid by Check # 109525		05/14/2026	06/12/2026	06/12/2026		06/18/2026	23.14
10734 - Office Depot-Public Works Dept.	469789626003	PW Office Supplies	Paid by Check # 109525		05/14/2026	06/12/2026	06/12/2026		06/18/2026	11.57
10734 - Office Depot-Public Works Dept.	469789628001	PW Office Supplies	Paid by Check # 109525		05/14/2026	06/12/2026	06/12/2026		06/18/2026	42.90

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **420 - Engineering**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.565 - Material & Suppl Office Supplies**										
10734 - Office Depot-Public Works Dept.	469789635001	PW Office Supplies	Paid by Check # 109525		05/14/2026	06/12/2026	06/12/2026		06/18/2026	71.77
10734 - Office Depot-Public Works Dept.	469789637001	PW Office Supplies	Paid by Check # 109525		05/14/2026	06/12/2026	06/12/2026		06/18/2026	247.22
10734 - Office Depot-Public Works Dept.	469789639001	PW Office Supplies	Paid by Check # 109525		05/14/2026	06/12/2026	06/12/2026		06/18/2026	343.25
10734 - Office Depot-Public Works Dept.	469160172001	PW Office Supplies	Paid by Check # 109525		05/19/2026	06/12/2026	06/12/2026		06/18/2026	29.76
10734 - Office Depot-Public Works Dept.	469789629001	PW Office Supplies	Paid by Check # 109525		05/15/2026	06/12/2026	06/12/2026		06/18/2026	258.58
10734 - Office Depot-Public Works Dept.	469789633001	PW Office Supplies	Paid by Check # 109525		05/18/2026	06/12/2026	06/12/2026		06/18/2026	245.71
			Account **6400.565 - Material & Suppl Office Supplies** Totals					Invoice Transactions	11	$2,088.25
Account **6400.800 - Material & Suppl Uniform**										
12440 - Lisandro Salazar - Employee	Mar 30 2026	Waterproof Work Boot	Paid by Check # 109517		03/30/2026	06/15/2026	06/15/2026		06/18/2026	245.82
			Account **6400.800 - Material & Suppl Uniform** Totals					Invoice Transactions	1	$245.82
			Sub-Division **00 - Non-Subdiv** Totals					Invoice Transactions	13	$3,331.57
			Division **000 - Non-Div** Totals					Invoice Transactions	13	$3,331.57
			Department **420 - Engineering** Totals					Invoice Transactions	13	$3,331.57
Department **510 - Recreation & Culture**										
Division **100 - Admin**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.740 - Material & Suppl Special Dept Suppl**										
10897 - TechRx Technology Services Corporation	13745	desktop for Director	Paid by EFT # 7800		05/31/2026	06/11/2026	06/11/2026		06/18/2026	623.77
10897 - TechRx Technology Services Corporation	13722	webcam	Paid by EFT # 7800		06/01/2026	06/11/2026	06/11/2026		06/18/2026	38.24
			Account **6400.740 - Material & Suppl Special Dept Suppl** Totals					Invoice Transactions	2	$662.01
			Sub-Division **00 - Non-Subdiv** Totals					Invoice Transactions	2	$662.01
			Division **100 - Admin** Totals					Invoice Transactions	2	$662.01
Division **512 - Teen**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.740 - Material & Suppl Special Dept Suppl**										
10726 - Ace Hardware-Parks&Recreation	094230	cust #107	Paid by Check # 109488		05/14/2026	06/11/2026	06/11/2026		06/18/2026	436.99
10726 - Ace Hardware-Parks&Recreation	094296	cust #107	Paid by Check # 109488		05/27/2026	06/11/2026	06/11/2026		06/18/2026	58.97

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **510 - Recreation & Culture**										
Division **512 - Teen**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.740 - Material & Suppl Special Dept Suppl**										
10726 - Ace Hardware-Parks&Recreation	094297	cust #107	Paid by Check # 109488		05/27/2026	06/11/2026	06/11/2026		06/18/2026	92.85
Account **6400.740 - Material & Suppl Special Dept Suppl** Totals								Invoice Transactions	3	$588.81
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions	3	$588.81
Division **512 - Teen** Totals								Invoice Transactions	3	$588.81
Division **514 - Sports**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10726 - Ace Hardware-Parks&Recreation	094205	cust #107	Paid by Check # 109488		05/11/2026	06/11/2026	06/11/2026		06/18/2026	65.48
Account **6300.570 - Prof Svc Other** Totals								Invoice Transactions	1	$65.48
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions	1	$65.48
Division **514 - Sports** Totals								Invoice Transactions	1	$65.48
Department **510 - Recreation & Culture** Totals								Invoice Transactions	6	$1,316.30
Fund **100 - General Fund** Totals								Invoice Transactions	85	$75,061.37

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **110 - Vehicle and Equipment**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6800.140 - Debt Svc Lease Principal**										
12461 - United Fleet Services LLC	68930-06-2026	Vehicles lease City of Marina CA	Paid by Check # 109541		06/16/2026	06/17/2026	06/17/2026		06/18/2026	28,203.06
12461 - United Fleet Services LLC	68930-05-2026	Vehicles lease City of Marina CA	Paid by Check # 109541		05/16/2026	06/17/2026	06/17/2026		06/18/2026	28,074.38
			Account **6800.140 - Debt Svc Lease Principal** Totals				Invoice Transactions	2		$56,277.44
Account **6800.240 - Debt Svc Lease Interest**										
12461 - United Fleet Services LLC	68930-06-2026	Vehicles lease City of Marina CA	Paid by Check # 109541		06/16/2026	06/17/2026	06/17/2026		06/18/2026	1,454.94
12461 - United Fleet Services LLC	68930-05-2026	Vehicles lease City of Marina CA	Paid by Check # 109541		05/16/2026	06/17/2026	06/17/2026		06/18/2026	1,583.62
			Account **6800.240 - Debt Svc Lease Interest** Totals				Invoice Transactions	2		$3,038.56
			Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	4		$59,316.00
			Division **000 - Non-Div** Totals				Invoice Transactions	4		$59,316.00
			Department **000 - Non-Dept** Totals				Invoice Transactions	4		$59,316.00
			Fund **110 - Vehicle and Equipment** Totals				Invoice Transactions	4		$59,316.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **220 - Gas Tax**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.780 - Maint & Repairs Traffic Signals**										
11248 - Bear Electrical Solutions, Inc.	11618	Traffic Signal Maintenance Services - Routine	Paid by Check # 109499		05/31/2026	06/14/2026	06/14/2026		06/18/2026	250.00
				Account **6360.780 - Maint & Repairs Traffic Signals** Totals			Invoice Transactions	1		$250.00
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	June 2026 080-9	5th Ave Bldg 1A-136	Paid by Check # 109526		06/08/2026	06/16/2026	06/16/2026		06/18/2026	25.46
10463 - Pacific Gas & Electric	June 2026 582-7	PG&E - 8161432582-7	Paid by Check # 109526		06/08/2026	06/15/2026	06/15/2026		06/18/2026	202.82
10463 - Pacific Gas & Electric	June 2026 943-2	PG&E - 6150212943-2	Paid by Check # 109526		06/08/2026	06/15/2026	06/15/2026		06/18/2026	112.28
10463 - Pacific Gas & Electric	June 2026 353-7	PG&E - 9930567353-7	Paid by Check # 109526		06/08/2026	06/15/2026	06/15/2026		06/18/2026	84.64
10463 - Pacific Gas & Electric	May 2026 313-6	PG&E 6793435313-6	Paid by Check # 109526		05/27/2026	06/15/2026	06/15/2026		06/18/2026	945.80
				Account **6380.300 - Utilities Gas & Electric** Totals			Invoice Transactions	5		$1,371.00
Account **6380.500 - Utilities Water & Sewer**										
10349 - Marina Coast Water District	May 2026 56-049	Imjin Rd Irrigation Backflow	Paid by Check # 109518		05/26/2026	06/15/2026	06/15/2026		06/18/2026	223.14
				Account **6380.500 - Utilities Water & Sewer** Totals			Invoice Transactions	1		$223.14
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	7		$1,844.14
				Division **000 - Non-Div** Totals			Invoice Transactions	7		$1,844.14
				Department **000 - Non-Dept** Totals			Invoice Transactions	7		$1,844.14
				Fund **220 - Gas Tax** Totals			Invoice Transactions	7		$1,844.14

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **223 - FORA Dissolution**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
11884 - National Construction Rentals, Inc.	8217356	6ft Temporary Panels	Paid by Check # 109523		05/20/2026	06/09/2026	06/09/2026		06/18/2026	363.12
11884 - National Construction Rentals, Inc.	8187452	6ft Temporary Panels	Paid by Check # 109523		04/22/2026	06/09/2026	06/09/2026		06/18/2026	363.12
				Account **6300.570 - Prof Svc Other** Totals			Invoice Transactions 2			$726.24
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions 2			$726.24
				Division **000 - Non-Div** Totals			Invoice Transactions 2			$726.24
				Department **000 - Non-Dept** Totals			Invoice Transactions 2			$726.24
Department **223 - Habitat Management**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6375.015 - JCFA Habitat Mgt Planning & Design**										
10189 - Denise Duffy & Associates	INV10726	ITP Mitigation Strategy Proposal April 2026	Paid by Check # 109506		06/05/2026	06/11/2026	06/11/2026		06/18/2026	14,942.58
				Account **6375.015 - JCFA Habitat Mgt Planning & Design** Totals			Invoice Transactions 1			$14,942.58
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions 1			$14,942.58
				Division **000 - Non-Div** Totals			Invoice Transactions 1			$14,942.58
				Department **223 - Habitat Management** Totals			Invoice Transactions 1			$14,942.58
				Fund **223 - FORA Dissolution** Totals			Invoice Transactions 3			$15,668.82

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **233 - Monterey Bay Estates AD**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	May 2026 313-6	PG&E 6793435313-6	Paid by Check # 109526		05/27/2026	06/15/2026	06/15/2026		06/18/2026	10.64
Account **6380.300 - Utilities Gas & Electric** Totals								Invoice Transactions 1		$10.64
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions 1		$10.64
Division **000 - Non-Div** Totals								Invoice Transactions 1		$10.64
Department **000 - Non-Dept** Totals								Invoice Transactions 1		$10.64
Fund **233 - Monterey Bay Estates AD** Totals								Invoice Transactions 1		$10.64

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **235 - Cypress Cove II AD**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	May 2026 313-6	PG&E 6793435313-6	Paid by Check # 109526		05/27/2026	06/15/2026	06/15/2026		06/18/2026	9.86
Account **6380.300 - Utilities Gas & Electric** Totals							Invoice Transactions	1		$9.86
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	1		$9.86
Division **000 - Non-Div** Totals							Invoice Transactions	1		$9.86
Department **000 - Non-Dept** Totals							Invoice Transactions	1		$9.86
Fund **235 - Cypress Cove II AD** Totals							Invoice Transactions	1		$9.86

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **462 - City Capital Projects**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
12409 - WithersRavenel, Inc.	191450	Professional services through April 25, 2026	Paid by Check # 109535		05/06/2026	06/10/2026	06/10/2026		06/18/2026	39,019.50
11084 - EMC Planning Group	24-074-18	24-074 Fort Ord Dunes State Park Improvements - May 2026	Paid by Check # 109509		05/31/2026	06/09/2026	06/09/2026		06/18/2026	717.20
12171 - Butano Geotechnical Engineering, Inc	9557	Dunes Park Geotechnical Report	Paid by Check # 109502		05/11/2026	06/12/2026	06/12/2026		06/18/2026	6,032.00
12266 - Yamabe & Horn Engineering, Inc.	55670	Marina Sidewalk Infill Project	Paid by Check # 109537		04/15/2026	06/09/2026	06/09/2026		06/18/2026	74,250.00
				Account **6300.570 - Prof Svc Other** Totals			Invoice Transactions	4		$120,018.70
Account **6700.105 - Capital Outlay Construction**										
12465 - SHEA HOMES LIMITED PARTNERSHIP	002	Arts District Stabilization Project	Paid by Check # 109530		06/09/2026	06/10/2026	06/10/2026		06/18/2026	32,500.00
				Account **6700.105 - Capital Outlay Construction** Totals			Invoice Transactions	1		$32,500.00
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	5		$152,518.70
				Division **000 - Non-Div** Totals			Invoice Transactions	5		$152,518.70
				Department **000 - Non-Dept** Totals			Invoice Transactions	5		$152,518.70
				Fund **462 - City Capital Projects** Totals			Invoice Transactions	5		$152,518.70

Accounts Payable by G/L Distribution Report

Payment Date Range 06/18/26 - 06/18/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **555 - Marina Airport**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.500 - Utilities Water & Sewer**										
10432 - Monterey One Water - former MRWPCA	May 2026 0148	781 Neeson Rd 520 (13 -000148)	Paid by Check # 109521		05/31/2026	06/08/2026	06/08/2026		06/18/2026	68.20
10432 - Monterey One Water - former MRWPCA	May 2026 0149	791 Neeson Rd (13-000149)	Paid by Check # 109521		05/31/2026	06/08/2026	06/08/2026		06/18/2026	41.10
10432 - Monterey One Water - former MRWPCA	May 2026 0153	771 Neeson Rd 529 (13 -000153)	Paid by Check # 109521		05/31/2026	06/08/2026	06/08/2026		06/18/2026	4,140.00
10432 - Monterey One Water - former MRWPCA	May 2026 0157	721 Neeson Rd 533 (13 -000157)	Paid by Check # 109521		05/31/2026	06/08/2026	06/08/2026		06/18/2026	272.80
10432 - Monterey One Water - former MRWPCA	May 2026 0158	711 Neeson Rd (13-000158)	Paid by Check # 109521		05/31/2026	06/08/2026	06/08/2026		06/18/2026	68.20
10432 - Monterey One Water - former MRWPCA	May 2026 0144	3200 Imjin Rd 507 (13-000144)	Paid by Check # 109521		05/31/2026	06/08/2026	06/08/2026		06/18/2026	41.10
10432 - Monterey One Water - former MRWPCA	May 2026 0145	3260 Imjin Rd 514 (13-000145)	Paid by Check # 109521		05/31/2026	06/08/2026	06/08/2026		06/18/2026	68.20
				Account **6380.500 - Utilities Water & Sewer** Totals			Invoice Transactions	7		$4,699.60
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	7		$4,699.60
				Division **000 - Non-Div** Totals			Invoice Transactions	7		$4,699.60
				Department **000 - Non-Dept** Totals			Invoice Transactions	7		$4,699.60
				Fund **555 - Marina Airport** Totals			Invoice Transactions	7		$4,699.60
				Grand Totals			Invoice Transactions	113		$309,129.13

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **110 - City Council**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6500.700 - Training & Travel Training & Travel**										
10158 - Community Human Services	622	2026 Annual Luncheon Registration Fee - McAdams	Paid by Check # 109552		06/22/2026	06/16/2026	06/16/2026		06/26/2026	75.00
Account **6500.700 - Training & Travel Training & Travel** Totals							Invoice Transactions	1		$75.00
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	1		$75.00
Division **000 - Non-Div** Totals							Invoice Transactions	1		$75.00
Department **110 - City Council** Totals							Invoice Transactions	1		$75.00
Department **120 - City Mgr/HR/Risk**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.465 - Prof Svc Legal - Special Counsel**										
11505 - Shartsis Friese LLP	552671	Professional Services - MPWSP - April 2026	Paid by Check # 109578		05/21/2026	06/24/2026	06/24/2026		06/26/2026	514,713.62
Account **6300.465 - Prof Svc Legal - Special Counsel** Totals							Invoice Transactions	1		$514,713.62
Account **6380.120 - Utilities Comm Mobile & Pager**										
10603 - Verizon Wireless	6145734386	Monthly Verizon Bill-308174766	Paid by EFT # 7818		06/10/2026	06/22/2026	06/22/2026		06/26/2026	175.91
Account **6380.120 - Utilities Comm Mobile & Pager** Totals							Invoice Transactions	1		$175.91
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel**										
12430 - STURDY OIL COMPANY	294768	City Fuel	Paid by Check # 109580		02/17/2026	06/02/2026	06/02/2026		06/26/2026	156.84
12430 - STURDY OIL COMPANY	306122	City Fuel	Paid by Check # 109580		05/12/2026	06/02/2026	06/02/2026		06/26/2026	410.37
12430 - STURDY OIL COMPANY	294434	City Fuel	Paid by Check # 109580		01/06/2026	06/02/2026	06/02/2026		06/26/2026	250.70
12430 - STURDY OIL COMPANY	304922	City Fuel	Paid by Check # 109580		03/06/2026	06/02/2026	06/02/2026		06/26/2026	191.26
12430 - STURDY OIL COMPANY	306013	City Fuel	Paid by Check # 109580		03/26/2026	06/02/2026	06/02/2026		06/26/2026	219.78
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel** Totals							Invoice Transactions	5		$1,228.95
Account **6500.700 - Training & Travel Training & Travel**										
10667 - Layne Long - Employee	06-19-26	Mileage Reimbursement - CARMA Board Meeting	Paid by Check # 109566		06/19/2026	06/24/2026	06/24/2026		06/26/2026	167.91
Account **6500.700 - Training & Travel Training & Travel** Totals							Invoice Transactions	1		$167.91
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	8		$516,286.39
Division **000 - Non-Div** Totals							Invoice Transactions	8		$516,286.39
Department **120 - City Mgr/HR/Risk** Totals							Invoice Transactions	8		$516,286.39

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **125 - I. T.**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
12350 - Baker & Hostetler LLP	51576063	Professional Services Other	Paid by Check # 109546		05/07/2026	06/03/2026	06/03/2026		06/26/2026	258.00
Account **6300.570 - Prof Svc Other** Totals							Invoice Transactions 1			$258.00
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions 1			$258.00
Division **000 - Non-Div** Totals							Invoice Transactions 1			$258.00
Department **125 - I. T.** Totals							Invoice Transactions 1			$258.00
Department **130 - Finance**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.215 - Prof Svc Fin - Audit**										
11476 - Chavan & Associates LLP	C&A-19235	audit srvcs: City Audit/Marina Club Casino/FORA	Paid by Check # 109549		06/16/2026	06/24/2026	06/24/2026		06/26/2026	15,750.00
Account **6300.215 - Prof Svc Fin - Audit** Totals							Invoice Transactions 1			$15,750.00
Account **6380.120 - Utilities Comm Mobile & Pager**										
10603 - Verizon Wireless	6145734386	Monthly Verizon Bill-308174766	Paid by EFT # 7818		06/10/2026	06/22/2026	06/22/2026		06/26/2026	41.70
Account **6380.120 - Utilities Comm Mobile & Pager** Totals							Invoice Transactions 1			$41.70
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions 2			$15,791.70
Division **000 - Non-Div** Totals							Invoice Transactions 2			$15,791.70
Department **130 - Finance** Totals							Invoice Transactions 2			$15,791.70
Department **190 - Citywide Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.230 - Prof Svc Fin - Tax Reporting & Audit**										
11476 - Chavan & Associates LLP	C&A-19235	audit srvcs: City Audit/Marina Club Casino/FORA	Paid by Check # 109549		06/16/2026	06/24/2026	06/24/2026		06/26/2026	1,575.00
10274 - Hinderliter, de Llamas & Associates (HDL)	SIN064493	Transaction Tax April-June 2026	Paid by EFT # 7812		06/22/2026	06/22/2026	06/22/2026		06/26/2026	300.00
10274 - Hinderliter, de Llamas & Associates (HDL)	SIN064064	Sales Tax and Audit Srvs April-June 2026	Paid by EFT # 7812		06/15/2026	06/22/2026	06/22/2026		06/26/2026	1,588.16
Account **6300.230 - Prof Svc Fin - Tax Reporting & Audit** Totals							Invoice Transactions 3			$3,463.16
Account **6360.570 - Maint & Repairs Other Svc Agr**										
10129 - Cintas Corporation	4273182422	Mat Service City Hall	Paid by Check # 109550		06/19/2026	06/22/2026	06/22/2026		06/26/2026	73.73
Account **6360.570 - Maint & Repairs Other Svc Agr** Totals							Invoice Transactions 1			$73.73

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Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **190 - Citywide Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	June 2026 562-0	PG&E - 4758891562-0	Paid by Check # 109574		06/09/2026	06/22/2026	06/22/2026		06/26/2026	1,445.40
Account **6380.300 - Utilities Gas & Electric** Totals								Invoice Transactions	1	$1,445.40
Account **6400.565 - Material & Suppl Office Supplies**										
10732 - Office Depot-General Account	472483631001	20 Case of Copier Paper	Paid by Check # 109572		06/17/2026	06/16/2026	06/16/2026		06/26/2026	1,285.87
Account **6400.565 - Material & Suppl Office Supplies** Totals								Invoice Transactions	1	$1,285.87
Account **6600.452 - Other Charges Leased Copier**										
10592 - U.S. Bank Equipment Finance-USbancorp	583801410	City Hall Copier Lease Payment - June 2026	Paid by Check # 109583		06/08/2026	06/16/2026	06/16/2026		06/26/2026	860.72
Account **6600.452 - Other Charges Leased Copier** Totals								Invoice Transactions	1	$860.72
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions	7	$7,128.88
Division **000 - Non-Div** Totals								Invoice Transactions	7	$7,128.88
Department **190 - Citywide Non-Dept** Totals								Invoice Transactions	7	$7,128.88
Department **210 - Police**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
11298 - Allen Dean Huggins / Paragon Investigative Service	IA 26-02	MARINA POLICE DEPARTMENT IA 26-02	Paid by Check # 109543		06/11/2026	06/11/2026	06/11/2026		06/26/2026	4,187.50
11298 - Allen Dean Huggins / Paragon Investigative Service	IA 26-03	Marina Police Department IA 26-03	Paid by Check # 109543		06/13/2026	06/16/2026	06/16/2026		06/26/2026	3,750.00
12065 - Hasco Stations, LLC	HCL-062900-26	Car Wash	Paid by Check # 109559		06/15/2026	06/16/2026	06/16/2026		06/26/2026	93.50
10326 - Language Line Services, Inc/LanguageLine Solutions	11877880	Translation	Paid by Check # 109565		03/31/2026	06/16/2026	06/16/2026		06/26/2026	285.76
10326 - Language Line Services, Inc/LanguageLine Solutions	11930678	Translation	Paid by Check # 109565		05/31/2026	06/16/2026	06/16/2026		06/26/2026	218.08
Account **6300.570 - Prof Svc Other** Totals								Invoice Transactions	5	$8,534.84
Account **6380.150 - Utilities Comm Phone System**										
10053 - AT&T DW Holdings, Inc/BellSouth Telecommunications	JUN 2026 428 0	ACCT # 248 134-7275 4280	Paid by Check # 109545		06/01/2026	06/22/2026	06/10/2026		06/26/2026	17.31
Account **6380.150 - Utilities Comm Phone System** Totals								Invoice Transactions	1	$17.31
Account **6380.300 - Utilities Gas & Electric**										
10996 - PG & E CFM/PPC Department - Contracts only	June 2026 767-2	Utilities 6/09/26	Paid by Check # 109575		06/09/2026	06/16/2026	06/16/2026		06/26/2026	135.20
Account **6380.300 - Utilities Gas & Electric** Totals								Invoice Transactions	1	$135.20

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **210 - Police**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.500 - Utilities Water & Sewer**										
10349 - Marina Coast Water District	May 2026 56-091	Acct # 000056-091	Paid by Check # 109567		05/26/2026	06/17/2026	06/15/2026		06/26/2026	165.68
10349 - Marina Coast Water District	May 2026 74-000	Acct # 014874-000	Paid by Check # 109567		05/26/2026	06/17/2026	06/16/2026		06/26/2026	460.77
			Account **6380.500 - Utilities Water & Sewer** Totals				Invoice Transactions	2		$626.45
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel**										
12430 - STURDY OIL COMPANY	294768	City Fuel	Paid by Check # 109580		02/17/2026	06/02/2026	06/02/2026		06/26/2026	5,960.08
12430 - STURDY OIL COMPANY	306122	City Fuel	Paid by Check # 109580		05/12/2026	06/02/2026	06/02/2026		06/26/2026	15,594.20
12430 - STURDY OIL COMPANY	294434	City Fuel	Paid by Check # 109580		01/06/2026	06/02/2026	06/02/2026		06/26/2026	9,526.74
12430 - STURDY OIL COMPANY	304922	City Fuel	Paid by Check # 109580		03/06/2026	06/02/2026	06/02/2026		06/26/2026	7,267.69
12430 - STURDY OIL COMPANY	306013	City Fuel	Paid by Check # 109580		03/26/2026	06/02/2026	06/02/2026		06/26/2026	8,351.59
			Account **6400.230 - Material & Suppl Fuel - Gas and Diesel** Totals				Invoice Transactions	5		$46,700.30
Account **6400.565 - Material & Suppl Office Supplies**										
10498 - Quill Corporation	49081232	ACCT # 7474999 OFFICE SUPPLIES	Paid by Check # 109576		05/29/2026	06/28/2026	06/10/2026		06/26/2026	42.05
10498 - Quill Corporation	49077524	ACCT # 7474999 OFFICE SUPPLIES	Paid by Check # 109576		05/28/2026	06/27/2026	06/10/2026		06/26/2026	328.67
10498 - Quill Corporation	49095435	ACCT # 7474999 OFFICE SUPPLIES	Paid by Check # 109576		05/30/2026	06/29/2026	06/10/2026		06/26/2026	121.26
			Account **6400.565 - Material & Suppl Office Supplies** Totals				Invoice Transactions	3		$491.98
Account **6400.635 - Material & Suppl Postage Shipping**										
10235 - FedEx	9-327-34481	ACCT # 3995-9218-6	Paid by Check # 109555		06/10/2026	06/10/2026	06/10/2026		06/26/2026	17.96
			Account **6400.635 - Material & Suppl Postage Shipping** Totals				Invoice Transactions	1		$17.96
Account **6500.620 - Training & Travel POST**										
10935 - South Bay Regional Public Safety Training Cons.	226517	Basic Police Academy - Brenda Aguilera	Paid by Check # 109579		05/11/2026	06/15/2026	06/15/2026		06/26/2026	3,637.00
10935 - South Bay Regional Public Safety Training Cons.	226518	Basic Police Academy - Natalia Bazzola	Paid by Check # 109579		05/11/2026	06/15/2026	06/15/2026		06/26/2026	3,607.00
			Account **6500.620 - Training & Travel POST** Totals				Invoice Transactions	2		$7,244.00
Account **6600.465 - Other Charges Live Scan**										
10193 - California Department of Justice	049210	LIVE SCANS	Paid by Check # 109548		06/03/2026	06/11/2026	06/11/2026		06/26/2026	498.00
			Account **6600.465 - Other Charges Live Scan** Totals				Invoice Transactions	1		$498.00

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **210 - Police**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6600.485 - Other Charges Medical Svc - Investigations**										
10008 - Monterey County Department of Health - EHB	MRN-PD 25-2	F. BATES CASE #25-1698	Paid by Check # 109570		05/27/2026	06/10/2026	06/10/2026		06/26/2026	52.00
10008 - Monterey County Department of Health - EHB	MRN-PD 25/3	CASE # MARPD25-1850	Paid by Check # 109570		05/27/2026	06/10/2026	06/10/2026		06/26/2026	2,052.00
10008 - Monterey County Department of Health - EHB	MRN-PD 26-8	MARPD26-0320	Paid by Check # 109570		05/27/2026	06/10/2026	06/10/2026		06/26/2026	2,052.00
10008 - Monterey County Department of Health - EHB	MRN-PD 26-10	26-0768	Paid by Check # 109570		05/27/2026	06/10/2026	06/10/2026		06/26/2026	2,052.00
Account **6600.485 - Other Charges Medical Svc - Investigations** Totals								Invoice Transactions	4	$6,208.00
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions	25	$70,474.04
Division **000 - Non-Div** Totals								Invoice Transactions	25	$70,474.04
Department **210 - Police** Totals								Invoice Transactions	25	$70,474.04
Department **250 - Fire**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10841 - Art Black / Carmel Fire Protection	126277	Residential Fire Sprinkler Inspection for 261 Santa Lucia Lane	Paid by EFT # 7806		06/15/2026	06/22/2026	06/22/2026		06/26/2026	230.00
10841 - Art Black / Carmel Fire Protection	126276	Residential Fire Sprinkler Inspection for 259 Santa Lucia Lane	Paid by EFT # 7806		06/22/2026	06/22/2026	06/22/2026		06/26/2026	230.00
Account **6300.570 - Prof Svc Other** Totals								Invoice Transactions	2	$460.00
Account **6400.100 - Material & Suppl CSA 74 Funded**										
10077 - Bound Tree Medical LLC	86244769	Medical Supplies	Paid by EFT # 7808		06/16/2026	06/17/2026	06/17/2026		06/26/2026	527.66
Account **6400.100 - Material & Suppl CSA 74 Funded** Totals								Invoice Transactions	1	$527.66
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel**										
12430 - STURDY OIL COMPANY	294768	City Fuel	Paid by Check # 109580		02/17/2026	06/02/2026	06/02/2026		06/26/2026	2,090.42
12430 - STURDY OIL COMPANY	306122	City Fuel	Paid by Check # 109580		05/12/2026	06/02/2026	06/02/2026		06/26/2026	3,711.09
12430 - STURDY OIL COMPANY	294434	City Fuel	Paid by Check # 109580		01/06/2026	06/02/2026	06/02/2026		06/26/2026	2,417.00
12430 - STURDY OIL COMPANY	304922	City Fuel	Paid by Check # 109580		03/06/2026	06/02/2026	06/02/2026		06/26/2026	2,138.25
12430 - STURDY OIL COMPANY	306013	City Fuel	Paid by Check # 109580		03/26/2026	06/02/2026	06/02/2026		06/26/2026	3,431.32
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel** Totals								Invoice Transactions	5	$13,788.08

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **250 - Fire**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.740 - Material & Suppl Special Dept Suppl**										
12451 - Cross Connections Emergency Services, Inc/Cross Co	26514-MFD	Radios	Paid by Check # 109553		06/15/2026	06/15/2026	06/15/2026		06/26/2026	13,532.29
12433 - Kristan Maurer - Refund Only (HR)	06-22-26	Reimbursement for Live Scan for Chief Maurer	Paid by Check # 109563		06/22/2026	06/22/2026	06/22/2026		06/26/2026	72.00
				Account **6400.740 - Material & Suppl Special Dept Suppl** Totals				Invoice Transactions	2	$13,604.29
				Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	10	$28,380.03
				Division **000 - Non-Div** Totals				Invoice Transactions	10	$28,380.03
				Department **250 - Fire** Totals				Invoice Transactions	10	$28,380.03
Department **310 - Public Works**										
Division **311 - Buildings & Grounds**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.065 - Maint & Repairs Bdg NonFlagship**										
12279 - RJ Parlay Inc./ClearBLu Environmental	35664	Cold Pressure Washer	Paid by Check # 109577		05/04/2026	06/18/2026	06/18/2026		06/26/2026	11,821.71
10250 - Gavilan Pest Control	0178259	3126 Shoemaker/At Pond	Paid by Check # 109557		05/21/2026	06/09/2026	06/09/2026		06/26/2026	80.00
10250 - Gavilan Pest Control	0177549	3126 Shoemaker/At Pond	Paid by Check # 109557		04/24/2026	06/09/2026	06/09/2026		06/26/2026	80.00
10250 - Gavilan Pest Control	0177749	WindyHill Park	Paid by Check # 109557		04/30/2026	06/09/2026	06/09/2026		06/26/2026	125.00
10250 - Gavilan Pest Control	0177548	Marina Library	Paid by Check # 109557		04/30/2026	06/09/2026	06/09/2026		06/26/2026	300.00
10250 - Gavilan Pest Control	0177519	Locke Paddon Park	Paid by Check # 109557		04/30/2026	06/09/2026	06/09/2026		06/26/2026	450.00
10250 - Gavilan Pest Control	0177447	Hilltop Park 4th Ave & 9th St	Paid by Check # 109557		04/30/2026	06/09/2026	06/09/2026		06/26/2026	110.00
10250 - Gavilan Pest Control	0177711	Gloria Jean Tate Park	Paid by Check # 109557		04/30/2026	06/09/2026	06/09/2026		06/26/2026	300.00
10250 - Gavilan Pest Control	0177615	Preston Park	Paid by Check # 109557		04/30/2026	06/09/2026	06/09/2026		06/26/2026	180.00
10250 - Gavilan Pest Control	0177616	Preston Park	Paid by Check # 109557		04/16/2026	06/09/2026	06/09/2026		06/26/2026	180.00
10250 - Gavilan Pest Control	0178319	Preston Park	Paid by Check # 109557		05/15/2026	06/09/2026	06/09/2026		06/26/2026	180.00
10250 - Gavilan Pest Control	0178320	Preston Park	Paid by Check # 109557		05/29/2026	06/09/2026	06/09/2026		06/26/2026	180.00
10250 - Gavilan Pest Control	0178462	Windyhill Park	Paid by Check # 109557		05/29/2026	06/09/2026	06/09/2026		06/26/2026	125.00
10250 - Gavilan Pest Control	0178429	Glorya Jean Tate Park	Paid by Check # 109557		05/29/2026	06/09/2026	06/09/2026		06/26/2026	300.00

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **310 - Public Works**										
Division **311 - Buildings & Grounds**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.065 - Maint & Repairs Bdg NonFlagship**										
10250 - Gavilan Pest Control	0178147	Hilltop Park 4th Ave & 9th St	Paid by Check # 109557		05/29/2026	06/09/2026	06/09/2026		06/26/2026	110.00
10250 - Gavilan Pest Control	0178258	Marina Library	Paid by Check # 109557		05/29/2026	06/09/2026	06/09/2026		06/26/2026	300.00
10250 - Gavilan Pest Control	0178227	Locke Paddon Park	Paid by Check # 109557		05/29/2026	06/09/2026	06/09/2026		06/26/2026	450.00
10250 - Gavilan Pest Control	0178911	120 Seaside Crcl	Paid by Check # 109557		06/02/2026	06/09/2026	06/09/2026		06/26/2026	80.00
10250 - Gavilan Pest Control	0178910	211 Hillcrest Ave	Paid by Check # 109557		06/02/2026	06/09/2026	06/09/2026		06/26/2026	82.00
10250 - Gavilan Pest Control	0178721	2660 5th Ave. Corp Yard	Paid by Check # 109557		06/10/2026	06/18/2026	06/18/2026		06/26/2026	105.00
10446 - New Image Landscape Co.	154037	Landscape Maintenance for April 2026	Paid by Check # 109571		04/30/2026	06/18/2026	06/18/2026		06/26/2026	894.00
10446 - New Image Landscape Co.	154310	Landscape Maintenance for May 2026	Paid by Check # 109571		05/31/2026	06/18/2026	06/18/2026		06/26/2026	894.00
				Account **6360.065 - Maint & Repairs Bdg NonFlagship** Totals				Invoice Transactions	22	$17,326.71
Account **6360.170 - Maint & Repairs Elevator Svc**										
10574 - TK Elevator	3009553969	Full Maintenance	Paid by Check # 109582		06/01/2026	06/22/2026	06/22/2026		06/26/2026	1,966.71
				Account **6360.170 - Maint & Repairs Elevator Svc** Totals				Invoice Transactions	1	$1,966.71
Account **6400.630 - Material & Suppl Portable Toilet**										
10587 - United Rentals (North America), Inc.	255974125-007	Windy Hill Bathrooms 3240 DE FOREST RD	Paid by Check # 109584		05/12/2026	06/04/2026	06/04/2026		06/26/2026	559.81
10587 - United Rentals (North America), Inc.	255974125-006	Windy Hill Bathrooms 3240 DE FOREST RD	Paid by Check # 109584		04/14/2026	06/04/2026	06/04/2026		06/26/2026	559.81
10587 - United Rentals (North America), Inc.	255974125-005	Windy Hill Bathrooms 3240 DE FOREST RD	Paid by Check # 109584		03/17/2026	06/04/2026	06/04/2026		06/26/2026	559.81
				Account **6400.630 - Material & Suppl Portable Toilet** Totals				Invoice Transactions	3	$1,679.43
				Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	26	$20,972.85
				Division **311 - Buildings & Grounds** Totals				Invoice Transactions	26	$20,972.85
Division **313 - Vehicle Maint**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.850 - Maint & Repairs Vehicle**										
10331 - LEHR Upfitters OpCo, LLC / LEHR / Lehr Auto	SI131396	Pre Wire for Radio 2026 FORD Lighting Unit 400	Paid by EFT # 7813		04/13/2026	06/18/2026	06/18/2026		06/26/2026	714.71

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **310 - Public Works**										
Division **313 - Vehicle Maint**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.850 - Maint & Repairs Vehicle**										
10331 - LEHR Upfitters OpCo, LLC / LEHR / Lehr Auto	SI131395	Emergency Lightbar Installation 2026 FORD Lighting Unit 400	Paid by EFT # 7813		04/13/2026	06/18/2026	06/18/2026		06/26/2026	3,102.04
Account **6360.850 - Maint & Repairs Vehicle** Totals							Invoice Transactions	2		$3,816.75
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	2		$3,816.75
Division **313 - Vehicle Maint** Totals							Invoice Transactions	2		$3,816.75
Department **310 - Public Works** Totals							Invoice Transactions	28		$24,789.60
Department **410 - Planning**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.120 - Utilities Comm Mobile & Pager**										
10603 - Verizon Wireless	6143956136	PW Verizon (972476364-00001)	Paid by EFT # 7818		04/19/2026	06/11/2026	06/11/2026		06/26/2026	38.36
10603 - Verizon Wireless	6145734386	Monthly Verizon Bill-308174766	Paid by EFT # 7818		06/10/2026	06/22/2026	06/22/2026		06/26/2026	89.81
Account **6380.120 - Utilities Comm Mobile & Pager** Totals							Invoice Transactions	2		$128.17
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel**										
12430 - STURDY OIL COMPANY	294768	City Fuel	Paid by Check # 109580		02/17/2026	06/02/2026	06/02/2026		06/26/2026	156.84
12430 - STURDY OIL COMPANY	306122	City Fuel	Paid by Check # 109580		05/12/2026	06/02/2026	06/02/2026		06/26/2026	410.37
12430 - STURDY OIL COMPANY	294434	City Fuel	Paid by Check # 109580		01/06/2026	06/02/2026	06/02/2026		06/26/2026	250.70
12430 - STURDY OIL COMPANY	304922	City Fuel	Paid by Check # 109580		03/06/2026	06/02/2026	06/02/2026		06/26/2026	191.26
12430 - STURDY OIL COMPANY	306013	City Fuel	Paid by Check # 109580		03/26/2026	06/02/2026	06/02/2026		06/26/2026	219.78
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel** Totals							Invoice Transactions	5		$1,228.95
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	7		$1,357.12
Division **000 - Non-Div** Totals							Invoice Transactions	7		$1,357.12
Department **410 - Planning** Totals							Invoice Transactions	7		$1,357.12

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Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **420 - Engineering**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6330.200 - Fee Agr Costs - Engineering**										
10713 - Goodwin Consulting Group	14450	CFD Dunes Promenade Services	Paid by EFT # 7810		10/17/2025	06/04/2026	06/04/2026		06/26/2026	3,580.00
10713 - Goodwin Consulting Group	14320	CFD Dunes Promenade Services	Paid by EFT # 7810		10/17/2025	06/04/2026	06/04/2026		06/26/2026	4,885.00
			Account **6330.200 - Fee Agr Costs - Engineering** Totals					Invoice Transactions	2	$8,465.00
Account **6380.120 - Utilities Comm Mobile & Pager**										
10603 - Verizon Wireless	6143956136	PW Verizon (972476364-00001)	Paid by EFT # 7818		04/19/2026	06/11/2026	06/11/2026		06/26/2026	801.22
10603 - Verizon Wireless	6128861927	PW (972476365-00001)	Paid by EFT # 7818		11/18/2025	06/11/2026	06/11/2026		06/26/2026	653.36
			Account **6380.120 - Utilities Comm Mobile & Pager** Totals					Invoice Transactions	2	$1,454.58
Account **6400.565 - Material & Suppl Office Supplies**										
10734 - Office Depot-Public Works Dept.	471032037001	PW Office Supplies	Paid by Check # 109573		05/25/2026	06/22/2026	06/22/2026		06/26/2026	27.30
10734 - Office Depot-Public Works Dept.	472219429001	PW Office Supplies	Paid by Check # 109573		06/10/2026	06/22/2026	06/22/2026		06/26/2026	45.76
			Account **6400.565 - Material & Suppl Office Supplies** Totals					Invoice Transactions	2	$73.06
				Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	6	$9,992.64
				Division **000 - Non-Div** Totals				Invoice Transactions	6	$9,992.64
				Department **420 - Engineering** Totals				Invoice Transactions	6	$9,992.64
Department **430 - Building Inspection**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.120 - Utilities Comm Mobile & Pager**										
10603 - Verizon Wireless	6143956136	PW Verizon (972476364-00001)	Paid by EFT # 7818		04/19/2026	06/11/2026	06/11/2026		06/26/2026	118.29
10603 - Verizon Wireless	6128861927	PW (972476365-00001)	Paid by EFT # 7818		11/18/2025	06/11/2026	06/11/2026		06/26/2026	105.40
10603 - Verizon Wireless	6145734386	Monthly Verizon Bill-308174766	Paid by EFT # 7818		06/10/2026	06/22/2026	06/22/2026		06/26/2026	51.50
			Account **6380.120 - Utilities Comm Mobile & Pager** Totals					Invoice Transactions	3	$275.19
				Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	3	$275.19
				Division **000 - Non-Div** Totals				Invoice Transactions	3	$275.19
				Department **430 - Building Inspection** Totals				Invoice Transactions	3	$275.19

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **100 - General Fund**										
Department **440 - Economic Dev**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6600.497 - Other Charges Membership MCCVB**										
10378 - Monterey County Convention & Visitors Bureau - TID	2026 Q4 TOT	TOT Destination Marketing Jurisdiction Investment Q4	Paid by Check # 109569		06/01/2026	06/24/2026	06/24/2026		06/26/2026	32,500.00
Account **6600.497 - Other Charges Membership MCCVB** Totals							Invoice Transactions	1		$32,500.00
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	1		$32,500.00
Division **000 - Non-Div** Totals							Invoice Transactions	1		$32,500.00
Department **440 - Economic Dev** Totals							Invoice Transactions	1		$32,500.00
Department **510 - Recreation & Culture**										
Division **100 - Admin**										
Sub-Division **00 - Non-Subdiv**										
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel**										
12430 - STURDY OIL COMPANY	294768	City Fuel	Paid by Check # 109580		02/17/2026	06/02/2026	06/02/2026		06/26/2026	392.11
12430 - STURDY OIL COMPANY	306122	City Fuel	Paid by Check # 109580		05/12/2026	06/02/2026	06/02/2026		06/26/2026	1,025.93
12430 - STURDY OIL COMPANY	294434	City Fuel	Paid by Check # 109580		01/06/2026	06/02/2026	06/02/2026		06/26/2026	626.76
12430 - STURDY OIL COMPANY	304922	City Fuel	Paid by Check # 109580		03/06/2026	06/02/2026	06/02/2026		06/26/2026	478.14
12430 - STURDY OIL COMPANY	306013	City Fuel	Paid by Check # 109580		03/26/2026	06/02/2026	06/02/2026		06/26/2026	549.45
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel** Totals							Invoice Transactions	5		$3,072.39
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	5		$3,072.39
Division **100 - Admin** Totals							Invoice Transactions	5		$3,072.39
Department **510 - Recreation & Culture** Totals							Invoice Transactions	5		$3,072.39
Fund **100 - General Fund** Totals							Invoice Transactions	104		$710,380.98

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **130 - Library Maintenance**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.060 - Maint & Repairs Bdg Library**										
10603 - Verizon Wireless	6143956136	PW Verizon (972476364-00001)	Paid by EFT # 7818		04/19/2026	06/11/2026	06/11/2026		06/26/2026	40.01
10603 - Verizon Wireless	6128861927	PW (972476365-00001)	Paid by EFT # 7818		11/18/2025	06/11/2026	06/11/2026		06/26/2026	40.01
			Account **6360.060 - Maint & Repairs Bdg Library** Totals				Invoice Transactions 2			$80.02
			Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions 2			$80.02
			Division **000 - Non-Div** Totals				Invoice Transactions 2			$80.02
			Department **000 - Non-Dept** Totals				Invoice Transactions 2			$80.02
			Fund **130 - Library Maintenance** Totals				Invoice Transactions 2			$80.02

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **220 - Gas Tax**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.780 - Maint & Repairs Traffic Signals**										
11248 - Bear Electrical Solutions, Inc.	11046	Traffic Signal Maintenance Response	Paid by Check # 109547		04/30/2026	06/22/2026	06/22/2026		06/26/2026	3,627.00
11248 - Bear Electrical Solutions, Inc.	29194	Traffic Signal Maintenance Response	Paid by Check # 109547		01/31/2026	06/22/2026	06/22/2026		06/26/2026	440.00
11248 - Bear Electrical Solutions, Inc.	29195	Traffic Signal Maintenance Services	Paid by Check # 109547		01/31/2026	06/22/2026	06/22/2026		06/26/2026	250.00
			Account **6360.780 - Maint & Repairs Traffic Signals** Totals				Invoice Transactions	3		$4,317.00
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	June 2026 202-3	PG&E - 6594070202-3	Paid by Check # 109574		06/09/2026	06/22/2026	06/22/2026		06/26/2026	155.86
10463 - Pacific Gas & Electric	June 2026 851-0	PG&E - 3440977851-0	Paid by Check # 109574		06/12/2026	06/22/2026	06/22/2026		06/26/2026	226.07
10463 - Pacific Gas & Electric	June 2026 535-3	PG&E - 6161832535-3	Paid by Check # 109574		06/11/2026	06/22/2026	06/22/2026		06/26/2026	303.52
10463 - Pacific Gas & Electric	June 2026 827-8	PG&E - 0423929827-8	Paid by Check # 109574		06/11/2026	06/22/2026	06/22/2026		06/26/2026	180.11
10463 - Pacific Gas & Electric	June 2026 720-0	PG&E - 0167505720-0	Paid by Check # 109574		06/09/2026	06/22/2026	06/22/2026		06/26/2026	1,261.57
			Account **6380.300 - Utilities Gas & Electric** Totals				Invoice Transactions	5		$2,127.13
			Sub-Division **00 - Non-Subdiv** Totals				Invoice Transactions	8		$6,444.13
			Division **000 - Non-Div** Totals				Invoice Transactions	8		$6,444.13
			Department **000 - Non-Dept** Totals				Invoice Transactions	8		$6,444.13
			Fund **220 - Gas Tax** Totals				Invoice Transactions	8		$6,444.13

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **223 - FORA Dissolution**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.215 - Prof Svc Fin - Audit**										
11476 - Chavan & Associates LLP	C&A-19235	audit srvcs: City Audit/Marina Club Casino/FORA	Paid by Check # 109549		06/16/2026	06/24/2026	06/24/2026		06/26/2026	1,313.00
				Account **6300.215 - Prof Svc Fin - Audit** Totals			Invoice Transactions	1		$1,313.00
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	1		$1,313.00
				Division **000 - Non-Div** Totals			Invoice Transactions	1		$1,313.00
				Department **000 - Non-Dept** Totals			Invoice Transactions	1		$1,313.00
				Fund **223 - FORA Dissolution** Totals			Invoice Transactions	1		$1,313.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **232 - Seabreeze AD**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.440 - Maint & Repairs Landscape General**										
10446 - New Image Landscape Co.	154037	Landscape Maintenance for April 2026	Paid by Check # 109571		04/30/2026	06/18/2026	06/18/2026		06/26/2026	226.00
10446 - New Image Landscape Co.	154310	Landscape Maintenance for May 2026	Paid by Check # 109571		05/31/2026	06/18/2026	06/18/2026		06/26/2026	226.00
				Account **6360.440 - Maint & Repairs Landscape General** Totals			Invoice Transactions	2		$452.00
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	2		$452.00
				Division **000 - Non-Div** Totals			Invoice Transactions	2		$452.00
				Department **000 - Non-Dept** Totals			Invoice Transactions	2		$452.00
				Fund **232 - Seabreeze AD** Totals			Invoice Transactions	2		$452.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **233 - Monterey Bay Estates AD**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.440 - Maint & Repairs Landscape General**										
10446 - New Image Landscape Co.	154037	Landscape Maintenance for April 2026	Paid by Check # 109571		04/30/2026	06/18/2026	06/18/2026		06/26/2026	485.00
10446 - New Image Landscape Co.	154310	Landscape Maintenance for May 2026	Paid by Check # 109571		05/31/2026	06/18/2026	06/18/2026		06/26/2026	485.00
				Account **6360.440 - Maint & Repairs Landscape General** Totals			Invoice Transactions 2			$970.00
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions 2			$970.00
				Division **000 - Non-Div** Totals			Invoice Transactions 2			$970.00
				Department **000 - Non-Dept** Totals			Invoice Transactions 2			$970.00
				Fund **233 - Monterey Bay Estates AD** Totals			Invoice Transactions 2			$970.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **251 - CFD - Locke Paddon**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.440 - Maint & Repairs Landscape General**										
10446 - New Image Landscape Co.	154037	Landscape Maintenance for April 2026	Paid by Check # 109571		04/30/2026	06/18/2026	06/18/2026		06/26/2026	258.00
10446 - New Image Landscape Co.	154310	Landscape Maintenance for May 2026	Paid by Check # 109571		05/31/2026	06/18/2026	06/18/2026		06/26/2026	258.00
Account **6360.440 - Maint & Repairs Landscape General** Totals							Invoice Transactions 2			$516.00
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions 2			$516.00
Division **000 - Non-Div** Totals							Invoice Transactions 2			$516.00
Department **000 - Non-Dept** Totals							Invoice Transactions 2			$516.00
Fund **251 - CFD - Locke Paddon** Totals							Invoice Transactions 2			$516.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **312 - 2015 GO Refunding Bonds Library**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.218 - Prof Svc Fin - Debt Admin/Issuance**										
10948 - Fieldman, Rolapp & Associates, Inc/Applied Best Pr	32081	MARINA:AB15139a | GO & COP - Continuing Disclosure Annual Report	Paid by Check # 109556		04/17/2026	06/18/2026	06/18/2026		06/26/2026	6,550.00
Account **6300.218 - Prof Svc Fin - Debt Admin/Issuance** Totals							Invoice Transactions	1		$6,550.00
Sub-Division **00 - Non-Subdiv** Totals							Invoice Transactions	1		$6,550.00
Division **000 - Non-Div** Totals							Invoice Transactions	1		$6,550.00
Department **000 - Non-Dept** Totals							Invoice Transactions	1		$6,550.00
Fund **312 - 2015 GO Refunding Bonds Library** Totals							Invoice Transactions	1		$6,550.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **422 - Capital Projects - Measure X**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
11847 - BKF Engineers	26030311	Marina Pavement Management Program	Paid by EFT # 7807		03/27/2026	06/22/2026	06/22/2026		06/26/2026	4,570.00
11847 - BKF Engineers	26030346	Slurry Seal and Microsurfacing Streets	Paid by EFT # 7807		03/27/2026	06/22/2026	06/22/2026		06/26/2026	1,618.00
				Account **6300.570 - Prof Svc Other** Totals			Invoice Transactions	2		$6,188.00
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	2		$6,188.00
				Division **000 - Non-Div** Totals			Invoice Transactions	2		$6,188.00
				Department **000 - Non-Dept** Totals			Invoice Transactions	2		$6,188.00
				Fund **422 - Capital Projects - Measure X** Totals			Invoice Transactions	2		$6,188.00

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **462 - City Capital Projects**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6300.570 - Prof Svc Other**										
10268 - Harris & Associates, Inc.	72485	Imjin Parkway Improvement Plan	Paid by EFT # 7811		06/05/2026	06/14/2026	06/14/2026		06/26/2026	56,921.25
10316 - Kimley-Horn & Associates, Inc.	36138074	Del Monte Blvd & Beach Rd	Paid by Check # 109562		05/31/2026	06/22/2026	06/22/2026		06/26/2026	16,156.67
12266 - Yamabe & Horn Engineering, Inc.	56049	Marina Sidewalk Infill Project	Paid by Check # 109586		06/15/2026	06/16/2026	06/16/2026		06/26/2026	44,550.00
12266 - Yamabe & Horn Engineering, Inc.	56048	Windy Hill Park Improvements	Paid by Check # 109586		06/15/2026	06/16/2026	06/16/2026		06/26/2026	1,622.00
10316 - Kimley-Horn & Associates, Inc.	35925101	IMJIN & 3RD	Paid by Check # 109562		05/31/2026	06/10/2026	06/10/2026		06/26/2026	2,652.51
10420 - MILESTONE COMMUNICATIONS INC/MONTEREY COUNTY WEEKL	361-090198-00002	Windy Hill Park Improvement Notice to Bidders	Paid by Check # 109568		06/04/2026	06/10/2026	06/10/2026		06/26/2026	598.50
				Account **6300.570 - Prof Svc Other** Totals			Invoice Transactions	6		$122,500.93
Account **6700.105 - Capital Outlay Construction**										
11248 - Bear Electrical Solutions, Inc.	11639	Street light - traffic control	Paid by Check # 109547		06/08/2026	06/16/2026	06/16/2026		06/26/2026	11,500.00
11248 - Bear Electrical Solutions, Inc.	11638	Streetlight replacements	Paid by Check # 109547		06/08/2026	06/16/2026	06/16/2026		06/26/2026	11,500.00
11199 - WALD, RUHNKE & DOST ARCHITECTS, LLP	2507522	MARINA FIRE STATION ELECTRICAL	Paid by Check # 109585		02/28/2026	06/23/2026	06/23/2026		06/26/2026	1,793.75
				Account **6700.105 - Capital Outlay Construction** Totals			Invoice Transactions	3		$24,793.75
				Sub-Division **00 - Non-Subdiv** Totals			Invoice Transactions	9		$147,294.68
				Division **000 - Non-Div** Totals			Invoice Transactions	9		$147,294.68
				Department **000 - Non-Dept** Totals			Invoice Transactions	9		$147,294.68
				Fund **462 - City Capital Projects** Totals			Invoice Transactions	9		$147,294.68

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Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **555 - Marina Airport**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6360.050 - Maint & Repairs Building**										
12428 - JAIME ANGELES OLVERA / ANGELES PREMIUM CONSTRUCTIO	1017	Gutter cleaning 524	Paid by Check # 109561		05/28/2026	06/17/2026	06/17/2026		06/26/2026	5,996.25
Account **6360.050 - Maint & Repairs Building** Totals							Invoice Transactions	1		$5,996.25
Account **6360.440 - Maint & Repairs Landscape General**										
10446 - New Image Landscape Co.	154037	Landscape Maintenance for April 2026	Paid by Check # 109571		04/30/2026	06/18/2026	06/18/2026		06/26/2026	2,340.00
10446 - New Image Landscape Co.	154310	Landscape Maintenance for May 2026	Paid by Check # 109571		05/31/2026	06/18/2026	06/18/2026		06/26/2026	2,340.00
Account **6360.440 - Maint & Repairs Landscape General** Totals							Invoice Transactions	2		$4,680.00
Account **6360.441 - Maint & Repairs Landscape Tree & ExtraodinarySvc**										
10236 - La Sirenita Tree Service	0554	Tree Removal Service	Paid by Check # 109564		06/16/2026	06/17/2026	06/17/2026		06/26/2026	4,995.00
Account **6360.441 - Maint & Repairs Landscape Tree & ExtraodinarySvc** Totals							Invoice Transactions	1		$4,995.00
Account **6360.448 - Maint & Repairs Lighting**										
11080 - Hali-Brite, Inc.	45033	Windsock Order	Paid by Check # 109558		06/16/2026	06/17/2026	06/17/2026		06/26/2026	406.50
Account **6360.448 - Maint & Repairs Lighting** Totals							Invoice Transactions	1		$406.50
Account **6360.566 - Maint & Repairs Other Equipment**										
11077 - J A Momaney Services, Inc. / JAM Services	201379	Airport Pedestrian Crossing	Paid by Check # 109560		04/10/2026	06/22/2026	06/22/2026		06/26/2026	10,378.75
Account **6360.566 - Maint & Repairs Other Equipment** Totals							Invoice Transactions	1		$10,378.75
Account **6380.120 - Utilities Comm Mobile & Pager**										
10603 - Verizon Wireless	6143956136	PW Verizon (972476364-00001)	Paid by EFT # 7818		04/19/2026	06/11/2026	06/11/2026		06/26/2026	38.32
10603 - Verizon Wireless	6128861927	PW (972476365-00001)	Paid by EFT # 7818		11/18/2025	06/11/2026	06/11/2026		06/26/2026	35.52
10603 - Verizon Wireless	6145734386	Monthly Verizon Bill-308174766	Paid by EFT # 7818		06/10/2026	06/22/2026	06/22/2026		06/26/2026	89.81
Account **6380.120 - Utilities Comm Mobile & Pager** Totals							Invoice Transactions	3		$163.65
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	June 2026 347-0	3263 Imjin Rd Bldg 519 (6258961347-0)	Paid by Check # 109574		06/08/2026	06/17/2026	06/17/2026		06/26/2026	1,046.08
10463 - Pacific Gas & Electric	June 2026 451-7	3271 Imjin Rd (8600650451-7)	Paid by Check # 109574		06/08/2026	06/17/2026	06/17/2026		06/26/2026	497.89
10463 - Pacific Gas & Electric	June 2026 103-6	3200 Imjin Rd (8030427103-6)	Paid by Check # 109574		06/08/2026	06/17/2026	06/17/2026		06/26/2026	4,226.70
10463 - Pacific Gas & Electric	June 2026 288-5	781 Neeson Rd bldg 520 (7175660288-5)	Paid by Check # 109574		06/09/2026	06/17/2026	06/17/2026		06/26/2026	764.75

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **555 - Marina Airport**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6380.300 - Utilities Gas & Electric**										
10463 - Pacific Gas & Electric	June 2026 608-2	3260 Imjin Rd Bldg 514 (7383993608-2)	Paid by Check # 109574		06/09/2026	06/17/2026	06/17/2026		06/26/2026	856.88
Account **6380.300 - Utilities Gas & Electric** Totals								Invoice Transactions	5	$7,392.30
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel**										
12430 - STURDY OIL COMPANY	294768	City Fuel	Paid by Check # 109580		02/17/2026	06/02/2026	06/02/2026		06/26/2026	235.27
12430 - STURDY OIL COMPANY	306122	City Fuel	Paid by Check # 109580		05/12/2026	06/02/2026	06/02/2026		06/26/2026	615.56
12430 - STURDY OIL COMPANY	294434	City Fuel	Paid by Check # 109580		01/06/2026	06/02/2026	06/02/2026		06/26/2026	376.06
12430 - STURDY OIL COMPANY	304922	City Fuel	Paid by Check # 109580		03/06/2026	06/02/2026	06/02/2026		06/26/2026	286.88
12430 - STURDY OIL COMPANY	306013	City Fuel	Paid by Check # 109580		03/26/2026	06/02/2026	06/02/2026		06/26/2026	329.67
Account **6400.230 - Material & Suppl Fuel - Gas and Diesel** Totals								Invoice Transactions	5	$1,843.44
Account **6400.565 - Material & Suppl Office Supplies**										
10728 - Ace Hardware-Public Works	094422	Airport Maintenance Supplies	Paid by Check # 109542		06/16/2026	06/17/2026	06/17/2026		06/26/2026	111.37
Account **6400.565 - Material & Suppl Office Supplies** Totals								Invoice Transactions	1	$111.37
Account **6600.630 - Other Charges Promotional Activities**										
12469 - The Society of Experimental Test Pilots	75082	2026 Santa Cruz Flight Test Summit Sponsorship	Paid by Check # 109581		06/02/2026	06/08/2026	06/08/2026		06/26/2026	350.00
Account **6600.630 - Other Charges Promotional Activities** Totals								Invoice Transactions	1	$350.00
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions	21	$36,317.26
Division **000 - Non-Div** Totals								Invoice Transactions	21	$36,317.26
Department **000 - Non-Dept** Totals								Invoice Transactions	21	$36,317.26
Fund **555 - Marina Airport** Totals								Invoice Transactions	21	$36,317.26
Grand Totals								Invoice Transactions	154	$916,506.07

Accounts Payable by G/L Distribution Report

Payment Date Range 06/26/26 - 06/26/26

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund **758 - Successor Agency Oblig Retiremt**										
Department **000 - Non-Dept**										
Division **000 - Non-Div**										
Sub-Division **00 - Non-Subdiv**										
Account **6650.001 - ROPS #1- Neeson Rd Tax Alloc Bond**										
10593 - USDA Rural Development	07-01-26	Community Facility Loan 1-1: Ref/Primary# 533663586/Note Desg 01	Paid by Check # 140		07/01/2026	07/01/2026	06/15/2026		06/26/2026	4,622.14
Account **6650.001 - ROPS #1- Neeson Rd Tax Alloc Bond** Totals								Invoice Transactions 1		$4,622.14
Sub-Division **00 - Non-Subdiv** Totals								Invoice Transactions 1		$4,622.14
Division **000 - Non-Div** Totals								Invoice Transactions 1		$4,622.14
Department **000 - Non-Dept** Totals								Invoice Transactions 1		$4,622.14
Fund **758 - Successor Agency Oblig Retiremt** Totals								Invoice Transactions 1		$4,622.14
Grand Totals								Invoice Transactions 1		$4,622.14

DRAFT

Agenda Item: **10b(1)**
City Council Meeting of
July 7, 2026

ACTION
MINUTES

Tuesday, June 24, 2025 **6:30 P.M. Open Session**

SPECIAL MEETING
CITY COUNCIL, AIRPORT COMMISSION, MARINA ABRAMS B NON-PROFIT CORPORATION, PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION, SUCCESSOR AGENCY OF THE FORMER MARINA REDEVELOPMENT AGENCY AND MARINA GROUNDWATER SUSTAINABILITY AGENCY

THIS MEETING WILL BE HELD IN PERSON AND VIRTUALLY (HYBRID).

Council Chambers
211 Hillcrest Avenue
Marina, California

AND

Zoom Meeting URL: https://zoom.us/j/730251556
Zoom Meeting Telephone Only Participation: 1-669-900-9128 - Webinar ID: 730 251 556

1. CALL TO ORDER: The meeting was called to order at 6:30 P.M.

2. ROLL CALL & ESTABLISHMENT OF QUORUM: (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency)

   MEMBERS PRESENT: Jenny McAdams, Brian McCarthy, Kathy Biala, Mayor Pro-Tem/Vice Chair Liesbeth Visscher, Mayor/Chair Bruce C. Delgado

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS: None

4. CLOSED SESSION: None

5. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand)

6. SPECIAL PRESENTATIONS:

   a. Juneteenth Day Proclamation

7. COUNCIL AND STAFF ANNOUNCEMENTS:

- Andrea Willer announced the July 4th Block Party at the Marina Municipal Airport from 3:30-9:00pm.
- City Manager Long announced that this will be the last council meeting Andrea Willer will be attending as she is retiring June 30th.
- Councilmember McAdams made comments about Andrea Willer retiring and wished her the best. Also wanted to remind the public that it is now summertime, and children are out playing so please slow down when driving.

- Mayor Pro Tem Visscher asked people to mark their calendars for Saturday, October 11, 2025, from noon to 5:00 pm for Marina's 50th Anniversary celebration.
- Councilmember Biala made comments on the retirement of Andrea Willer and wished her the best in her retirement.
- Mayor Delgado announced he attended Monterey Peninsula Regional Park District Real Property and Management, or Land Use Committee meeting on June 11th discussion was Locke Paddon Park. Hope to see this topic on our next agenda so further directions can be provided to staff.

8. PUBLIC COMMENT**:** *Any member of the public may comment on any matter within the City Council's jurisdiction that is not on the agenda. This is the appropriate place to comment on items on the Consent Agenda. Action will not be taken on items not on the agenda. Comments are limited to a maximum of three (3) minutes. General public comment may be limited to thirty (30) minutes and/or continued to the end of the agenda. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the City Council. Whenever possible, written correspondence should be submitted to the Council in advance of the meeting, to provide adequate time for its consideration.*

- Fred Nelson thanked Councilmember McAdams for her comments about ICE. Stands in solidarity with the protesters in the county of Los Angeles. Commented on the homeless students in the county.
- Audra Walton expressed gratitude for the Juneteenth proclamation. commented on BlackAF.net, a platform crafted for verified Black American Negro freedmen providing a directory that allows you to list your business. Announce an upcoming town hall this Saturday, June 28th, at 6pm over Zoom. This meeting will focus on lineage-based business directory and solidarity network, designed to create a vibrant social hub across California.

9. CONSENT AGENDA FOR THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Background information has been provided to the Successor Agency of the former Redevelopment Agency on all matters listed under the Consent Agenda, and these items are considered to be routine and non-controversial. All items under the Consent Agenda are normally approved by one motion. Prior to such a motion being made, any member of the public or City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, the Council may remove an item from the Consent Agenda for individual consideration. If an item is pulled for discussion, it will be placed at the end of Other Action Items Successor Agency to the former Marina Redevelopment Agency.*

10. CONSENT AGENDA: *These items are considered to be routine and non-controversial. All items under the Consent Agenda may be approved by one motion. Prior to such a motion being made, any member of City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, Council may remove the item from the Consent Agenda and it will be placed at the end of Other Action Items.*

    a. ACCOUNTS PAYABLE: *(Not a Project under CEQA per Article 20, Section 15378)*

        (1) Accounts Payable Check Numbers 107036-107177, totaling $2,882,592.84
        Accounts Payable Successor Agency Check Number 132, totaling $2,011.51

b. MINUTES: *(Not a Project under CEQA per Article 20, Section 15378)*

(1) April 24, 2025, Special Joint City Council and Marina Planning Commission Meeting

(2) April 29, 2025, Special Joint City Council/MPRPD Meeting

(3) June 3, Regular City Council Meeting

c. CLAIMS AGAINST THE CITY: None

d. AWARD OF BID: None

e. CALL FOR BIDS: None

f. ADOPTION OF RESOLUTIONS: *(Not a Project under CEQA per Article 20, Section 15378)*

(1) Adopting **Resolution No. 2025-63**, adopting an updated list of projects for Fiscal Year 2025-26 funded by SB 1: the road repair and accountability act of 2017.

(2) Adopting **Resolution No. 2025-64**, approving each Building Board of Appeals member to be compensated $100 per each appeal meeting.

(3) Adopting **Resolution No. 2025-65**, amending the rate adjustment calculation of the franchise agreement with Green Waste Recovery utilizing a sector specific uniform percentage adjustment and approving maximum rates to be charged by Green Waste Recovery effective July 1, 2025, for collection of franchised solid waste, recycling, and organics.

g. APPROVAL OF AGREEMENTS: None

h. ACCEPTANCE OF PUBLIC IMPROVEMENTS:

(1) Adopting **Resolution No. 2025-66**, accepting the dedication of Public Improvements as shown on the approved Dunes (Formerly University Village) Improvement Plans for the Phase 1B-Promenade Traffic Signal and Public Site Lighting.

i. MAPS: None

j. REPORTS: (RECEIVE AND FILE): None

k. FUNDING & BUDGET MATTERS:

(1) Adopting **Resolution No. 2025-67**, approving a fund transfer and appropriation of $17,400 from each of the Impact Fee accounts to the Public Facilities Impact Fee Study Update.

(2) ~~Adopting Resolution No. 2025-, authorizing the City Manager to enter into a Vendor Services Agreement with One Workplace for design, furnishing, and related installation services, subject to City Attorney review and approval.~~ ***Pulled by Mayor Delgado, becomes agenda item 13e***

l. APPROVE ORDINANCES (WAIVE SECOND READING):

(1) Read by Title Only and adopting **Ordinance No. 2025-08**, approving the proposed amendments to Title 17, Article 1**,** by amending Sections 17.06, 17.08, 17.12, 17.18, 17.20, and 17.22 of the Marina Municipal Code pertaining to day care centers and Section 17.42.135.1 pertaining to the

concentration restrictions for small and large family child care homes, as set forth in the proposed Ordinance, and finding this action is exempt from environmental review pursuant to Section 15061(B)(3) of the CEQA Guidelines.

(2) Read by Title Only and adopting **Ordinance No. 2025-09**, amending the Zoning Code (Title 17) to implement Program 3.3 (Design Review Process Requirements and Design Thresholds) of the Housing Element; and find that the action is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3).

(3) Read by Title Only and adopting **Ordinance No. 2025-10**, amending the Marina Municipal Code by adding Chapter 2.56 (Building Appeals Board) to Title 2 (Administration and Personnel) of the Marina Municipal Code; and find that the ordinance is not subject to CEQA pursuant to Section 15061(b)(3) of the CEQA Guidelines.

(4) ~~Read by Title Only and adopting Ordinance No. 2025-, amending Section 10.60.010 "Speed Limits Established" of Chapter 10.60 "Speed Limits" of Title 10 "Vehicles and Traffic" to adopt *prima facie* speed limits pursuant to an engineering and traffic survey and the California Vehicle Code (CVC).~~ ***Pulled by Councilmember McCarthy, becomes agenda item 13f***

m. APPROVE APPOINTMENTS: None

Mayor Delgado pulled agenda item 10k(2)

Councilmember McCarthy pulled agenda item 10L(4)

Mayor Pro Tem Visscher pulled agenda items 10b(1) and 10b(2) so she could abstain.

DELGADO/MCADAMS: TO APPROVE THE CONSENT AGENDA MINUS 10k(2), 10L(4), 10b(1) AND 10b(2). 5-0-0-0 Motion Passes

City Council agreed to hear agenda item 13a before the Public Hearing item 11a.

11. PUBLIC HEARINGS: *In the Council's discretion, the applicant/proponent of an item may be given up to ten (10) minutes to speak. All other persons may be given up to three (3) minutes to speak on the matter.*

a. Open a public hearing and consider adopting **Resolution No. 2025-68**, of the City council of the City of Marina, Successor Agency to the Marina Redevelopment Agency Board, Abrams B NPC Board, Preston Park Sustainable Community NPC Board and Airport Commission adopting the Fiscal Year 2025-26 and Fiscal Year 2026-27 budgets, establishing procedures for amending the budget, establishing procedures for post year-end accounting adjustments and authorizing the finance director to make all necessary accounting and budgetary entries.

Public Comments: None received

Council discussion on Administration department positions and keeping funding for both positions, Preston Park loan payment, new hotel TOT, city duplexes in Cypress Knolls area, LAM tennis courts, Dunes City Park, City Hall/Annex rehab, Preliminary Est. Ending Fund

Balance, Emergency Reserve level, groundwater reserve decreasing, $250,000 Asian-American Garden, Short-term rental compliance/enforcement, Las Animas, Measure U Plan B, how much developer impact fees are in this budget for "Plan B", Preston Park Ballfields, Aquatic Center contingency in budget, Windy Hill Park maintenance, Gateway Monuments.

MCCARTHY/BIALA: THAT WE OPEN A PUBLIC HEARING, CONSIDER ADOPTION OF RESOLUTION NO. 2025-68, OF THE CITY COUNCIL, THE CITY OF MARINA SUCCESSOR AGENCY TO THE MARINA REDEVELOPMENT AGENCY BOARD, ABRAMS B, NPC BOARD, PRESTON PARKS, SUSTAINABLE COMMUNITY NPC BOARD, AIRPORT COMMISSION ADOPTING THE FISCAL YEAR 25-26 AND FISCAL YEAR 26-27 BUDGETS, ESTABLISHING PROCEDURES FOR AMENDING THE BUDGET; ESTABLISHING PROCEDURES FOR POST-YEAR-END ACCOUNTING ADJUSTMENTS; AND AUTHORIZING THE FINANCE DIRECTOR TO MAKE ALL NECESSARY ACCOUNTING AND BUDGETARY ENTRIES; AND

(1) MOVE APPROXIMATELY $60,000 FROM THE ALLOCATION OF LOCKE PADDON PARK AND RENAME THAT $250,000 AS THE ASIAN AMERICAN GARDEN PROJECT.

(2) THAT WE SET UP A PLAN B ALLOCATION AND TAKE SOME AMOUNT OF MONEY FROM THE UNALLOCATED LEAVING ONE OR TWO MILLION INTO THE UNALLOCATED, REDUCED UNALLOCATED FUND BALANCE TO $500,000. AND THAT REDUCTION MONEY TO BE PUT INTO A PUBLIC FACILITY BUILDING FUND.

(3) GIVING DIRECTIONS TO STAFF TO LOOK AT A POLICY/PROCESS OF HAVING CERTAIN AMOUNT OF FUNDING FOR COUNCIL MEMBERS TO CONTRIBUTE TO NON-PROFITS.

(4) GIVING DIRECTIONS TO STAFF TO REVIEW UNASSIGNED FUND BALANCE AND FUND BALANCE POLICIES AND PROVIDE ANY INFORMATION AND ADDITIONAL RECOMMENDATIONS TO THE COUNCIL.

5-0-0-0 Motion Passes

12. OTHER ACTIONS ITEMS OF THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Action listed for each Agenda item is that which is requested by staff. The Successor Agency may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*

13. OTHER ACTION ITEMS: *Action listed for each Agenda item is that which is requested by staff. The City Council may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*

Note: No additional major projects or programs should be undertaken without review of the impacts on existing priorities (Resolution No. 2006-79 – April 4, 2006).

a. Adopting **Resolution No. 2025-69**, receiving a presentation; and approving the schematic design of the Inclusive Playground at the City Park at the Dunes with recommendations included from the Recreation & Cultural Services Commission.

Public Comments:

- Fred Nelson my daughter, is super excited about that park, and talks about it very frequently, and talks about the design day all the time. I am really looking forward to that.
- Doug Yount with the Dunes Project Shea Homes. Thank you for your efforts relating to this park. This is a tremendous design, and very exciting. As a father of a child who needed inclusive playgrounds and spaces, I just want to say thanks for making that effort as well, because that's very important to the community. So, thank you

Council discussion on purchasing picket fence stakes as part of the fundraising for the park, restrooms, naming of the park and playground equipment, creating educational facts throughout the park, interactive panels, estimated visitors to the park, ADA, maintenance plan, philosophy of the creation of this all-inclusive playground, flooring materials, cleaning costs/hours for upkeep.

MCADAMS/BIALA: TO ADOPT RESOLUTION NO. 2025-69, RECEIVING A PRESENTATION; AND APPROVING THE SCHEMATIC DESIGN OF THE INCLUSIVE PLAYGROUND AT THE CITY PARK AT THE DUNES WITH RECOMMENDATIONS INCLUDED FROM THE RECREATION & CULTURAL SERVICES COMMISSION AND THE CITY COUNCIL….. 5-0-0-0 Motion Passes

b. Adopting **Resolution No. 2025-70, and Resolution No. 2025-02 (NPC),** approving the Abrams B Housing Area Budget for FY 2025-2026; and authorizing Finance Director to make appropriate accounting and budgetary entries.

Public Comments:

- Denise Turley asked about the details of the Abrams Bond debt service. Comments on Ingman Court parking expansion.

VISSCHER/MCCARTHY: TO ADOPT RESOLUTION NO. 2025-70, AND RESOLUTION NO. 2025-02 (NPC), APPROVING THE ABRAMS B HOUSING AREA BUDGET FOR FY 2025-2026; AND AUTHORIZING FINANCE DIRECTOR TO MAKE APPROPRIATE ACCOUNTING AND BUDGETARY ENTRIES. 5-0-0-0 Motion Passes

c. Adopting **Resolution No. 2025-71, and Resolution No. 2025-02 (PPSC-NPC),** approving the Preston Park Sustainable Community Non-Profit Corporation Preston Park Housing Area Budget for FY 2025-26.

Public Comments:

- Fred Nelson spoke about rent increases and the possibility of creating a homeless issue to some tenants.
- Denise Turley indicated that the council did not read their packets for this item. Commented on how much money the city receives in rental income for both properties. Made comments as to why tenants do not participate in the budget process.

DELGADO/MCADAMS: TO ADOPT RESOLUTION NO. 2025-71, AND RESOLUTION NO. 2025-02 (PPSC-NPC), APPROVING THE PRESTON PARK SUSTAINABLE

COMMUNITY NON-PROFIT CORPORATION PRESTON PARK HOUSING AREA BUDGET FOR FY 2025-26. 5-0-0-0 Motion Passes

d. April 24, 2025, Special Joint City Council and Marina Planning Commission Meeting; AND April 29, 2025, Special Joint City Council/MPRPD Meeting. ***Pulled by Mayor Pro Tem Visscher for abstention, was agenda item 10b(1) and 10b(2)***

DELGADO/MCADAMS: TO APPROVE AGENDA ITEMS 10b(1) AND 10b(2). 4-0-0-1(Visscher)

e. Adopting **Resolution No. 2025-72**, authorizing the City Manager to enter into a Vendor Services Agreement with One Workplace for design, furnishing, and related installation services, subject to City Attorney review and approval. ***Pulled by Mayor Delgado, was agenda item 10k(2)***

DELGADO/VISSCHER: TO ADOPT RESOLUTION NO. 2025-72, AUTHORIZING THE CITY MANAGER TO ENTER INTO A VENDOR SERVICES AGREEMENT WITH ONE WORKPLACE FOR DESIGN, FURNISHING, AND RELATED INSTALLATION SERVICES, SUBJECT TO CITY ATTORNEY REVIEW AND APPROVAL. 5-0-0-0 Motion Passes

f. ~~Read by Title Only and adopting Ordinance No. 2025-11, amending Section 10.60.010 "Speed Limits Established" of Chapter 10.60 "Speed Limits" of Title 10 "Vehicles and Traffic" to adopt *prima facie* speed limits pursuant to an engineering and traffic survey and the California Vehicle Code (CVC). ***Pulled by Councilmember McCarthy, becomes agenda item 10L(4)***~~ **– Item Tabled**

14. COUNCIL & STAFF INFORMATIONAL REPORTS:
    a. Monterey County Mayor's Association [Mayor Bruce Delgado]
    b. Council reports on meetings and conferences attended (Gov't Code Section 53232).
15. ADJOURNMENT: The meeting adjourned at 11:30 P.M.

_____
Anita Sharp, Deputy City Clerk

ATTEST:

_____
Bruce C. Delgado, Mayor

DRAFT

Agenda Item: **10b(2)**
City Council Meeting of
July 7, 2026

ACTION
MINUTES

Tuesday, June 16, 2026

5:00 P.M. Closed Session
6:30 P.M. Open Session

REGULAR MEETING
CITY COUNCIL, AIRPORT COMMISSION, MARINA ABRAMS B NON-PROFIT CORPORATION, PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION, SUCCESSOR AGENCY OF THE FORMER MARINA REDEVELOPMENT AGENCY

THIS MEETING WILL BE HELD IN PERSON AND VIRTUALLY (HYBRID).

Council Chambers
211 Hillcrest Avenue
Marina, California

AND

Zoom Meeting URL: https://zoom.us/j/730251556
Zoom Meeting Telephone Only Participation: 1-669-900-9128 - Webinar ID: 730 251 556

1. CALL TO ORDER: The meeting was called to order at 5:00 P.M.

2. ROLL CALL & ESTABLISHMENT OF QUORUM: (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency)

   MEMBERS PRESENT: Jenny McAdams, Brian McCarthy, Kathy Biala, Mayor Pro-Tem/Vice Chair Liesbeth Visscher, Mayor/Chair Bruce C. Delgado

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS: None

4. CLOSED SESSION:

   a. Conference with Legal Counsel, Anticipated Litigation (Govt. Code § 54956.9(d)(4)), 1 potential case. City Council to consider initiation of litigation pursuant to Government Code § 54956.9(d)(4).

   b. Public Employment Appointment (Govt. Code §54957)
   Position: City Manager

   c. Real Property Negotiation (Govt. Code Section 54956.8)
      i. Property: Portion of 211 Hillcrest Avenue, Marina, Assessor's Parcel Number 032-303-013-000
      Negotiating Party: T-Mobile West LLC
      Negotiator(s): City Manager
      Terms: Price and Terms

ii. Property: Portion of 211 Hillcrest Avenue, Marina, Assessor's Parcel Number 032-303-013-000
Negotiating Party: CCTM1 LLC
Negotiator(s): City Manager
Terms: Price and Terms

6:30 PM - RECONVENE OPEN SESSION AND REPORT ON ANY ACTIONS TAKEN IN CLOSED SESSION

City Attorney Ortega reported out Closed Session: Council provided direction, no reportable action was taken.

5. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand)

6. SPECIAL PRESENTATIONS:

a. The Village Project Emanyatta Warriors
b. Dean Xu Jing Atherton Proclamation
c. Introduction of Kristan Mauer, Fire Chief

7. COUNCIL AND STAFF ANNOUNCEMENTS:

- Recreation Director Crisante announced the 4TH of July Block Party on Saturday, July 4, 2026, at the Marina Municipal Airport from 3:00pm-9:00pm.
- City Manager Long announced on June 23, 2026, at 12:00pm, the State Lands Commission will hold a meeting that will discuss leasing State Land, within the City of Marina limits to California American Water for their Slant Wells. This lease will have significant impacts on the City's groundwater. The city will open its Council Chamber to the public for anyone interested in proving public comments via a Zoom link to the hearing.
- Mayor Pro Tem Visscher announced the Marina Coast Water District is offering financial assistance for customers who receive CARE through PG&E. Contact Marina Coast Water District directly for this assistance.
- Councilmember McAdams commented on Juneteenth this Friday. Commented on the opening of Glorya Jean Tate Park.
- Councilmember McCarthy commented on the 4th of July fireworks and the process for reporting. Public can call the non-emergency line at (831) 384-7575 or go to the Monterey County SPARK. Comments on the SNIP Bus. This program is a low-cost spay and neuter mobile clinic for low-income people.
- Mayor Delgado commented on the native plant planting event held by the public works department at Vince DiMaggio Park. Thanked the Recreation and HR Department for all the work they done to host the Volunteer Appreciation Event on June 13, 2026. On June 30th, at 6:30 PM at the Rocky Hon Community Center, there will be an art in the Park planning meeting.

8. PUBLIC COMMENT**:** *Any member of the public may comment on any matter within the City Council's jurisdiction that is not on the agenda. This is the appropriate place to comment on items on the Consent Agenda. Action will not be taken on items not on the agenda. Comments are limited to a maximum of three (3) minutes. General public comment may be limited to thirty (30) minutes and/or continued to the end of the agenda. Any member of the public may comment on any matter listed on this agenda at the time the matter is being*

considered by the City Council. Whenever possible, written correspondence should be submitted to the Council in advance of the meeting, to provide adequate time for its consideration.

- Fred Watson requested council pull agenda item 10g(4) for discussion. Noted a glitch drawn in the map in the packet, the 8th Street Trail doesn't connect to Hilltop Park. It's blocked by an eight-foot nature strip and a narrow 5-foot sidewalk. Need to make sure that the particulars of the easement agreement tonight do not constrain us from being able to fix this. Please pass a motion tonight that makes certain that we will get that connection
- Mike Moeller, Repair Cafe Marina will be returning on July 15, 2026, from 4:00-6:00PM at Vince DiMaggio Park. The Repair Café is a place where you can get broken items repaired instead of tossing them in the garbage.
- Nolan Aragon spoke about his concerns on the Flock Drone item on the agenda. Drone technology introduces an entirely different level of government surveillance. Flock safety in California has centered on data sharing, oversight, and public trust. Provided Council with couple reports that have detailed flocks security issues with their hardware and various problems with user access by unauthorized users.
- Jan Shriner commented on the City's Pedestrian and Bicycle Master Plan looking specifically at connectivity. Asked that you reflect on the disconnect and the imbalance, Marina needs a unification and a connectivity that we have not yet seen.
- Denise Turley provided the new fire chief with a brief history of the fireworks that take place in Marina, especially in the Preston Park area. Spoke about the recent fire that broke out and the loss of 3 homes. Noted that the information Councilmember McCarthy spoke about on reporting fireworks does not work.
- Grace Silva-Santella expressed her joy at having dedicated Pickleball Court in Marina and was there for about 5 hours. We donated 15 gently used pickleball paddles and balls to two families. Express gratitude to city staff, to city manager who, unlike other cities, has supported pickleball in the city of Marina.
- Linda lives next to the Preston Park ballfield and commented on the amplified music, megaphones and fireworks from city permitted events. Requested that the city enforce existing regulatory protections and update permit conditions to safeguard the neighborhood.
- Kari Hansen introduced herself, here representing Flock Safety. Here to answer any questions.
- Paula Pelot sent an email to council; it was not just a complaint about fireworks but a complaint about the lack of policies and procedures and oversight and enforcement of activities conducted at the sports park here in Preston Park. Commented on the incident that took place over the weekend involving illegal fireworks. Additional mitigation measures should be implemented by the city to ensure accountability, protect residents and safeguard both public and private property.

9. CONSENT AGENDA FOR THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Background information has been provided to the Successor Agency of the former Redevelopment Agency on all matters listed under the Consent Agenda, and these items are considered to be routine and non-controversial. All items under the Consent Agenda are normally approved by one motion. Prior to such a motion being made, any member of the public or City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, the Council may remove an item from the Consent Agenda for individual consideration. If an item*

is pulled for discussion, it will be placed at the end of Other Action Items Successor Agency to the former Marina Redevelopment Agency.

10. CONSENT AGENDA: *These items are considered to be routine and non-controversial. All items under the Consent Agenda may be approved by one motion. Prior to such a motion being made, any member of City Council may ask a question or make a comment about an agenda item and staff may provide a response. If discussion or a lengthy explanation is required, Council may remove the item from the Consent Agenda and it will be placed at the end of Other Action Items.*

    a. ACCOUNTS PAYABLE: *(Not a Project under CEQA per Article 20, Section 15378)*

        (1) Accounts Payable Check Numbers 109382-109439, totaling $876,168.35.

    b. MINUTES: *(Not a Project under CEQA per Article 20, Section 15378)*

        (1) May 19, 2026, Regular City Council Meeting

        (2) June 2, 2026, Regular City Council Meeting

        (3) June 9, 2026, Special City Council Meeting

    c. CLAIMS AGAINST THE CITY:

        (1) Staff recommend that the City Council reject the following claim and direct sending appropriate notice of rejection to claimant: Jaylah Cortez Vallez for a claim received on June 4, 2026

    d. AWARD OF BID: None

    e. CALL FOR BIDS: None

    f. ADOPTION OF RESOLUTIONS: *(Not a Project under CEQA per Article 20, Section 15378)*

        (1) Adopting **Resolution No. 2026-70,** adopting an updated list of projects for Fiscal Year 2026-27 funded by SB 1: The Road Repair and Accountability Act of 2017.

    g. APPROVAL OF AGREEMENTS: *(Not a Project under CEQA per Article 20, Section 15378)*

        (1) Adopting **Resolution No. 2026-71**, calling for a general municipal election in the City of Marina on Tuesday, November 3, 2026, for the election of certain city officers; and requesting the County of Monterey agree to the consolidation of the election with the statewide general election and requesting the County Elections Department to render any and all services required to conduct the election.

        (2) ~~Adopting Resolution No. 2026-, authorizing the City Manager to Execute Agreements with Flock Safety for the Deployment of a Drone First Responder Program and Mobile Security Trailer Program, Subject to Approval as to Form by the City Attorney~~. ***Pulled by Mayor Delgado, becomes agenda item 13e***

        (3) Adopting **Resolution No. 2026-72**, authorizing the City Manager to execute a Refund Services Engagement Agreement with MG Environmental, LLC to pursue potential refunds and reimbursements related to hazardous waste disposal fees and environmental regulatory charges on behalf of the City of Marina, subject to final review and approval by the City Attorney.

(4) Adopting **Resolution No. 2026-73**, approving the 8th Street Easement Agreement between the City of Marina and California State University, Monterey Bay (CSUMB), and; accepting and authorizing the City Manager to execute the agreement on behalf of City subject to final review and approval by the City Attorney.

h. ACCEPTANCE OF PUBLIC IMPROVEMENTS:

(1) Adopting **Resolution No. 2026-74**, accepting the dedication of Public Improvements as shown on the approved Dunes (Formerly University Village) Improvement Plans and Parcel Map for Phase 1B-Promenade, and; authorizing the City Clerk to release bond securities, accept a warranty bond, and record acceptance with Monterey County Recorder's Office.

i. MAPS: None

j. REPORTS: (RECEIVE AND FILE):

(1) Receive Monterey-Salinas Transit June 8, 2026, Board Meeting Highlights.

k. FUNDING & BUDGET MATTERS: None

l. APPROVE ORDINANCES (WAIVE SECOND READING): None

m. APPROVE APPOINTMENTS: None

Council and staff discussed agenda item 10g(4) and determined that this item is just a grant of easement and has no bearing on the 8th street design of trails.

Mayor Delgado pulled agenda item agenda item 10g(2) which will become agenda item 13e

DELGADO/VISSCHER: TO APPROVE THE CONSENT AGENDA MINUS AGENDA ITEM 10g(2)

11. PUBLIC HEARINGS: *In the Council's discretion, the applicant/proponent of an item may be given up to ten (10) minutes to speak. All other persons may be given up to three (3) minutes to speak on the matter.*

a. Open public hearing and consider adopting **Resolution No. 2026-75**, confirming diagram, assessment and ordering levy of $182.42 for FY 2026-27 assessment for Seabreeze Landscape Maintenance Assessment District; and, Authorize the City Clerk to file a certified copy of the diagram and assessment with the Monterey County Auditor-Controller prior to August 1, 2026.

Public Comments: None

DELGADO/VISSCHER: TO ADOPT RESOLUTION NO. 2026-75, CONFIRMING DIAGRAM, ASSESSMENT AND ORDERING LEVY OF $182.42 FOR FY 2026-27 ASSESSMENT FOR SEABREEZE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT; AND, AUTHORIZE THE CITY CLERK TO FILE A CERTIFIED COPY OF THE DIAGRAM AND ASSESSMENT WITH THE MONTEREY COUNTY AUDITOR-CONTROLLER PRIOR TO AUGUST 1, 2026; AND FOR STAFF TO COME BACK TO US WITH AN OUTREACH PLAN, AND THEN WE CAN DECIDE IF WE WANT TO ENGAGE WITH TRIPE SMITH ON THAT PLAN. 5-0-0-0 Motion Passes

b. Open public hearing and consider adopting **Resolution No. 2026-76**, confirming diagram, assessment and ordering levy of $77.14 for FY 2026-27 assessment for the Monterey Bay Estates Lighting & Landscape Maintenance Assessment District; and authorize the City Clerk to file a certified copy of the diagram and assessment with the Monterey County Auditor-Controller prior to August 1, 2026.

Public Comments:

- Nolan Aragon asked how the notifications were sent to the residents. Does not recall seeing one in his mail. Also asked who maintains the streetlights, the city or PG&E?

DELGADO/BIALA: TO ADOPT RESOLUTION NO. 2026-76, CONFIRMING DIAGRAM, ASSESSMENT AND ORDERING LEVY OF $77.14 FOR FY 2026-27 ASSESSMENT FOR THE MONTEREY BAY ESTATES LIGHTING & LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT; AND AUTHORIZE THE CITY CLERK TO FILE A CERTIFIED COPY OF THE DIAGRAM AND ASSESSMENT WITH THE MONTEREY COUNTY AUDITOR-CONTROLLER PRIOR TO AUGUST 1, 2026. 5-0-0-0 Motion Passes

12. OTHER ACTIONS ITEMS OF THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Action listed for each Agenda item is that which is requested by staff. The Successor Agency may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*

13. OTHER ACTION ITEMS: *Action listed for each Agenda item is that which is requested by staff. The City Council may, at its discretion, take action on any items. Members of the public may be given up to three (3) minutes to speak.*

Note: No additional major projects or programs should be undertaken without review of the impacts on existing priorities (Resolution No. 2006-79 – April 4, 2006).

a. Receive presentation from FM3 Consultant regarding Community Opinion Survey and Provide direction to staff regarding the specific characteristics of a potential Marina Utility User Tax (UUT), including rate, covered utilities, and exemptions.

Public Comments:

- Eileen Hu asked how low income is determined.
- Mike Moeller asked, were demographics recorded, such as those for the income level, the renter or homeowner status for those 312 surveys?
- Phillip spoke about having a definite communication plan on whether this will be restricted funds or unrestricted funds. Will this be allocated to capital projects?
- Kim Cohan commented on current city structures and noted if we wanted to continue to attracted the best talent of employees and others to work for the city we need to have adequate facilities including making sure that we have fire stations that are built to modern code.
- Denise Turley commented on ways to determine a persons income even if they are renters.

- Tommy Bolea asked, why not use existing buildings somewhere in town, such as the old post office, which is right here on the corner of Palm Avenue and Del Monte Boulevard. Or bulldoze those locations and build new.

MCCARTHY/DELGADO: WE PROVIDE DIRECTION TO STAFF REGARDING THE SPECIFIC CHARACTERISTICS OF A UTILITY TAX, INCLUDING THE RATE OF 7%. THE COVERED UTILITIES WHICH ARE ALL OF STAFF'S RECOMMENDATIONS, EXEMPTIONS FOR LOW-INCOME, CARE QUALIFIED PARTICIPANTS AND SENIORS 65 AND OVER THAT HAVE AN INCOME UNDER THE MONTEREY COUNTY, 80%AMI; AND THAT THE EXEMPTIONS BE HALF THE REGULARE RATE ON ALL UTILITIES (3.5%) OR THE REDUCTION. 5-0-0-0 Motion Passes

b. Receive an informational update and presentation from Tripepi Smith regarding the community feedback form results; and receive presentation from Kimley-Horn regarding roundabout designs, traffic flow and traffic safety; and provide directions to city staff regarding short- and long-term improvements to downtown Marina, including pedestrian and bicyclist improvements and other enhancements to the Reservation Road and Del Monte Boulevard corridors and the Del Monte and Reservation intersection.

Public Comments:

- Mike Moeller has been looking into the roundabout and traffic stuff for the past few years and asked what happened to the 2022 and 2024 intersection plans that seemed to be a go? Now roundabouts appear and believe it's driven from grant funding. Troubled by projects that are designed around grant funding.
- Kim Cohan supports and encourages the council to move this project forward.
- Laura Lerner supports the project if there is evidence showing that it is safer for pedestrians.
- Erika Graham hopes to see this project move forward. Roundabouts seem safer as you learn to navigate them.
- Tommy Bolea daily bike rider and noted that some crosswalks are too close to the roundabouts. Asked if it was ok to ride your bike in a crosswalk. Noted with roundabouts, a pedestrian or cyclist still needs to be observant because cars have blind spots.
- Grace Silva-Santella commented on the October 1, 2024, council meeting where the traffic consultant gave a presentation on traffic signal improvements at the Reservation Rd./Del Monte Blvd. intersection. Confused why the city didn't move forward with the work at that time. Asked if any meetings has been set with the business owners in the core downtown area of central Marina to hear what their feedback is about roundabouts and about reducing reservation road from two lanes in both directions to one lane in both direction. Asked what the timeline is from start to finish for this project.

Council discussed why the 2024 suggested improvements weren't done. Phased approach to Del Monte Blvd. Consistency of this project to the Downtown Specific Plan. 32 conflict points at a traditional signal intersection versus eight conflict points if you have a roundabout. Doing pilots for 30 to 180 days to collect data before making this investment. Northbound travel times. Bicycle safety.

DELGADO/BIALA: THAT WE PROGRESS WITH RESERVATION ROAD/DEL MONTE BOULEVARD ROUNDABOUT DESIGN AND THE RESERVATION ROAD ROUNDABOUT CORRIDOR DESIGN. 4-0-1(McAdams)-0 Motion Passes

c. Adopting Resolution No. 2026-, approving the authorization of 1) Submittal of an application for installation of new signage at the subject site; and 2) Rebranding from Shell Oil to Gulf Oil. ***Continued to July 7, 2026***

d. Open public hearing and conduct the first reading of Ordinance No. 2026-, adding Chapter 1.16 (Custody and Use of City Seal, City Logo, and City Insignia) to Title 1 (General Provisions) of the Marina Municipal Code; waive further reading; and introduce the ordinance. ***Continued to July 7, 2026***

e. Adopting **Resolution No. 2026-77**, authorizing the City Manager to Execute Agreements with Flock Safety for the Deployment of a Drone First Responder Program and Mobile Security Trailer Program, Subject to Approval as to Form by the City Attorney. ***Pulled by Mayor Delgado, was agenda item 10g(2)***

Police Chief Hopkins responded to the 10 questions submitted by public member Nolan Aragon.

Public Comments:

- Nolan Aragon thanked Chief Hopkins for answering the questions he submitted. Commented on the three reports he submitted on Flock Cameras and their security.
- Tommy Bolea supports this request.
- Kari Hansen disclosed that she works with Flock Safety and here to answer questions if needed.

DELGADO/BIALA: TO ADOPT RESOLUTION NO. 2026-77, AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH FLOCK SAFETY FOR THE DEPLOYMENT OF A DRONE FIRST RESPONDER PROGRAM AND MOBILE SECURITY TRAILER PROGRAM, SUBJECT TO APPROVAL AS TO FORM BY THE CITY ATTORNEY. 4-0-1(McAdams)-0 Motion Passes

14. COUNCIL & STAFF INFORMATIONAL REPORTS:
    a. Monterey County Mayor's Association [Mayor Bruce Delgado]
    b. Council reports on meetings and conferences attended (Gov't Code Section 53232).

15. ADJOURNMENT: The meeting adjourned at 12:05 A.M.

_____
Anita Sharp, Deputy City Clerk

ATTEST:

_____
Bruce C. Delgado, Mayor

June 29, 2026 Item No. **10d(1)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2026-, AWARDING A CONSTRUCTION CONTRACT FOR THE WINDY HILL PARK IMPROVEMENTS TO ANDERSON PACIFIC ENGINEERING CONSTRUCTION, INC., OF SANTA CLARA, CA FOR THE TOTAL BID IN THE AMOUNT OF $ 489,443.00; AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT DOCUMENTS AND ALL CHANGE ORDERS ON BEHALF OF THE CITY SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY; AND, AUTHORIZING THE FINANCE DEPARTMENT TO MAKE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES AND ALLOCATIONS.

REQUEST:

It is requested that the City Council consider:

1. Adopting Resolution No. 2026 -, awarding a construction contract for the Windy Hill Park Improvements to Anderson Pacific Engineering Construction, Inc., of Santa Clara, CA for the total bid in the amount of $489,443.00; and
2. Authorizing the City Manager to execute contract documents and all change orders subject to final review and approval by the City Attorney; and
3. Authorizing the Finance Department to make necessary accounting and budgetary entries and allocations.

BACKGROUND:

City Council previously approved Capital Improvement Project QLP 2112, allocating $1,435,000 for the purchase and installation of playground equipment, playground surfacing, and construction of new restroom facilities at Windy Hill Park.

At the Regular City Council Meeting of August 7, 2024, City Council Approved an agreement with KOMPAN California, Inc. for the purchase and installation of Playground Equipment and Surface Materials for Windy Hill Park.

The playground equipment installation and playground surfacing have been completed, and the grand opening of the new playground area occurred on June 7, 2025.

At the Regular City Council Meeting of April 15, 2025, City Council approved a professional services agreement with Yamabe & Horn Engineering, Inc. of Fresno, CA for engineering and land surveying services, for a not to exceed amount of $49,000 for the design of the Windy Hill Park restroom facilities.

At the Regular City Council Meeting of August 6, 2025, City Council approved the purchase of the Windy Hill Park Prefabricated Restroom Facility from the Public Restroom Company of Winden NV for $298,453.00.

At the Regular City Council meeting of June 2, 2026 City Council approved Resolution No. 2026-59 authorizing a call for bids for the Windy Hill Park Improvements Project.

ANALYSIS:

The City has been prioritizing the improvement and construction of park facilities. The Windy Hill Park improvements are a small portion of the overall park improvement project works the city has been undertaking at Glorya Jean Tate, Sea Haven City Park, Dunes City Park, Hilltop Park, and Windy Hill Park.

During the design and building department review of the Windy Hill Restroom Improvements the project team highlighted areas of the existing facility that needed to be retrofitted to meet current Americans with Disabilities Act (ADA) and Pubic Right of Way Accessibility Guidelines (PROWAG). This delayed the design process and delivery of the Restroom Facility. The current schedule shows Restroom Delivery in August 2026. The restroom facility is under a critical schedule with the foundation pad and utility stub ups for sewer, water, electrical, etc. requiring completion before the prefabricated restroom facility is delivered.

On June 30, 2026 ten (10) sealed bids were received, opened, and were read publicly in-person. The following table is the tabulation of bids received:

Name of Company	Grand Total Bid
Anderson Pacific Engineering Construction, Inc.	$ 489,443.00
Monterey Peninsula Engineering	$ 512,876.50
Precision Grade, Inc.	$ 528,140.00
QLM, Inc.	$ 533,758.00
Mission Constructors, Inc.	$ 585,406.00
Brett George Company, Inc.	$ 597,231.00
Ram-Con Corporation	$ 608,730.77
JMS Cement Contractors, Inc.	$ 614,070.00
The Don Chapin Company, Inc.	$ 614,983.00
JPB Designs, Inc.	$ 617,000.00

Grand total bid is the sum of all bid items (1-24). Using this information, Anderson Pacific Engineering Construction has been determined by staff to be the lowest responsive and responsible bidder.

FISCAL IMPACT:

The current approved CIP QLP2112 Windy Hill Park Improvements budget of $1,435,000 is not sufficient as the project expenditures and encumbrances, not including this construction contract award, are $1,585,705.35 resulting in a total deficit of $150,705.35. Staff recommends allocating an additional $736,000 to QLP2112 from Public Facilities Impact Fees (Parks) to cover the existing deficit, this construction contract award, contingencies, and construction management costs.

After allocating the requested amount of $736,000, the estimated fund balance for the Public Facilities Impact Fees (Parks) will be $273,935 at the end of FY 26-27.

Estimated Expense	**Amount**
Construction Contract	$489,443
Construction Contingency Allowance (15%)	$ 75,000
Construction Management and Administration	$ 20,000
Total Estimated Expenditure	**$ 584,443**

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

The proposed action is not a "project" subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(5), which excludes "organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment." Further, the City has determined the Windy Hill Park Restroom Improvements Project exempt from environmental review per § 15303(e) of the CEQA Guidelines.

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Respectfully submitted,

_____

Scott Shepard, PE
City Engineer | Public Works Department
City of Marina

REVIEWED/CONCUR:

_____

Ismael Hernandez.
Public Works Director
City of Marina

_____

Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCIL OF MARINA AWARDING A CONSTRUCTION CONTRACT FOR THE WINDY HILL PARK IMPROVEMENTS PROJECT TO ANDERSON PACIFIC ENGINEERING CONSTRUCTION, INC., OF SANTA CLARA, CA FOR THE TOTAL BID IN THE AMOUNT OF $489,443.00; AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT DOCUMENTS AND ALL CHANGE ORDERS ON BEHALF OF THE CITY SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY; AND, AUTHORIZING THE FINANCE DIRECTOR TO MAKE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES AND ALLOCATIONS.

WHEREAS, the City of Marina has a long-standing goal of improving all public parks within the city, recognizing their importance for the community's quality of life, and;

WHEREAS, the Recreation and Community Services Commission, in it's 2003 annual report identified the construction of permanent restroom facilities at Windy Hill Park as a priority, and;

WHEREAS, The City's Parks and Recreation Facilities Master Plan, adopted on June 21, 2005, highlighted the necessity of restroom facilities at Windy Hill Park to better serve families with small children, and;

WHEREAS, the City of Marina City Council approved an allocation of $1,435,000 for City Capital Improvement Project QLP2112 for the purchase and installation of playground equipment, playground surfacing, and construction of new restroom facilities at Windy Hill Park, and;

WHEREAS, at the Regular City Council Meeting of August 7, 2024 City Council adopted Resolution 2024-92 approving an agreement with KOMPAN California, Inc. for the purchase and installation of Playground Equipment and Surface Materials for Windy Hill Park, and;

WHEREAS, at the Regular City Council Meeting of April 15, 2025 City Council adopted Resolution 2025-25 approving a professional services agreement with Yamabe & Horn Engineering, Inc. of Fresno, CA for engineering and land surveying services, for a not to exceed amount of $49,000 for the design of the Windy Hill Park restroom facilities, and;

WHEREAS, the playground equipment installation and playground surfacing has been completed and the grand opening of the new playground area occurred on June 7, 2025, and;

WHEREAS, at the Regular City Council Meeting of August 6, 2025 City Council adopted Resolution 2025-89 approving the purchase of the Windy Hill Park Prefabricated Restroom Facility from the Public Restroom Company of Winden NV for $298,453.00, and;

WHEREAS, at the Regular City Council Meeting of June 2, 2026 City Council adopted Resolution 2026-59 authorizing a call for bids for the Windy Hill Park Improvement Project, and;

WHEREAS, on June 30, 2026 ten (10) sealed bids were received, opened, and were read publicly in-person, and;

WHEREAS, Anderson Pacific Engineering Construction, Inc. has been determined by staff to be the lowest responsive and responsible bidder, and;

WHEREAS, $736,000.00 of Public Facilities Impact Fees (Parks) shall be allocated to CIP QLP2112 to cover remaining estimated project expenditures including this contract award of $489,443.00, estimated contingencies of $75,000.00, and estimated construction management costs of $20,000.00, and existing deficits, and;

WHEREAS, the City has determined the project exempt from environmental review per § 15303(e) of the CEQA Guidelines, and;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby:

1. Award a construction contract for the Windy Hill Park Improvements Project to Anderson Pacific Engineering Construction, Inc., of Santa Clara, CA for the total bid in the amount of $489.443.00; and
2. Authorize the City Manager to execute contract documents and all change orders subject to final review and approval by the City Attorney; and
3. Authorize the Finance Department to make necessary accounting and budgetary entries and allocations.

PASSED AND ADOPTED, at a regular meeting of the City Council of the City of Marina, duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

A9 FORM OF CONTRACT

FOR

Windy Hill Park Restroom Improvements

THIS CONTRACT is made and entered into this _____ 2026, by and between The City of Marina, a municipal corporation of the State of California, hereinafter called "City of Marina" or "City" and Anderson Pacific Engineering Construction, Inc., hereinafter called "Contractor", for the work described herein.

WITNESSETH, in this consideration of their covenants, the parties hereto agree as follows:

1. Contract Award. In response to the Notice to Bidders, Contractor submitted a Proposal to perform the work for the Windy Hill Park Improvements Project ("Project"). On _____, the City awarded this Contract to Contractor.

2. Contract Documents. The Contract Documents for this Contract consist of the following, which comprise the entire agreement between the City and Contractor:

   a. Notice to Bidders & Information for Bidders
   b. Accepted Proposal
   c. Proposal Guaranty Bond
   d. Contract Agreement
   e. Performance Bond
   f. Bond for Labor and Material
   g. Proposal Supplement Including an Experience Statement and List of Proposed Subcontractors
   h. Project Plans and Specifications
   i. Standard Plans and Specifications, Caltrans – 2025 Edition
   j. Evidence of Insurance
   k. Any Addenda
   l. Any Change Orders

   These Contract Documents are incorporated into this Contract and made a part hereof as fully and completely as if set forth herein verbatim.

3. Contractor's Obligations. Contractor hereby covenants and agrees to furnish and provide all labor, materials, tools, appliances, equipment, plant and transportation, and all other things required or necessary to be furnished, provided or done, and build, erect, construct and complete the Project at the time and in the manner provided, and in strict accordance with the plans and specifications therefore. Contractor must use its best efforts to complete the work in a professional and expeditious manner and to meet or exceed the performance standards required by the Contract Documents.

4. Payment. As full and complete compensation for Contractor's timely performance and completion of the work in strict accordance with the terms and conditions of the Contract Documents, the City will pay Contractor Four Hundred Eighty Nine Thousand Four Hundred Forty Three Dollars ($489.443.00) ("Contract Price") for all of Contractor's direct and indirect costs to perform the work, including all labor, materials, supplies, equipment, taxes, insurance, bonds, and all overhead costs, in accordance with the payment provisions in the Contract Documents.

5. Time for Completion. Contractor will fully complete the work on or before the expiration of the time specified in the Special Provisions after execution of the Contract on behalf of the City of Marina and the receipt from the City of Marina of a notice to proceed with the work.

6. Indemnification.
   a. The City and all officers, employees, and agents thereof connected with the work, shall not be answerable or accountable in any manner for any loss or damage that may happen to the work or any part thereof; for any loss or damage to any of the materials or other things used or employed in performing the work; for injury to or death of any person; or for damage to property from any cause except losses due to sole or active negligence, or sole willful misconduct, of the City's officers or employees.

   b. To the fullest extent permitted by law, the Contractor will indemnify, defend (with counsel approved by the City), and hold harmless the City, its officials, officers, employees, agents, volunteers, and consultants ("indemnified parties") from and against any or all loss, liability, expense, claims, penalties, costs (including costs, attorneys' fees and expert fees of defense), suits, and damages of every kind, nature, and description directly or indirectly arising from or in any way connected to the performance of the work ("Claims"), regardless of Contractor's fault or negligence, including any of the same resulting from the alleged or actual negligent act or omission of an indemnified party; except that said indemnity shall not be applicable to Claims arising from the sole negligence, active negligence, or sole willful misconduct of an indemnified party. In instances where the active negligence of an indemnified party accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion of the percentage of liability not attributable to the active negligence of the indemnified party.

   c. The Contractor will indemnify, defend, and hold harmless the City, the City's officials, officers, employees, volunteers, agents, and the Construction Manager and Engineer/Architect for all liability on account of any patent rights, copyrights, trade names, or other intellectual property rights that may apply to the Contractor's performance of the work. The Contractor will pay all royalties or other charges as a result of intellectual property rights that may apply to methods, types of construction, processes, materials, or equipment used in the performance of the work, and will furnish written assurance satisfactory to the City that any such charges have been paid.

   d. Approval of the Contractor's certificates of insurance and/or endorsements does not relieve the Contractor of liability under this Section 6. The Contractor will defend, with legal counsel reasonably acceptable to the City, any action or actions filed in connection with any Claims and will pay all related costs and expenses, including attorneys' fees incurred. The Contractor will promptly pay any judgment rendered against the City, its officials, officers, employees, agents, volunteers, or consultants for any Claims. In the event the City, its officials, officers, employees, agents, volunteers, or consultants is made a party to any action or proceeding filed or prosecuted against Contractor for any Claims, Contractor agrees to pay the City, its officials, officers, employees, agents, volunteers, and consultants any and all costs and expenses incurred in such action or proceeding, including but not limited to, reasonable attorneys' fees.

   e. In accordance with Civil Code § 2782(a), nothing in the Contract will be construed to indemnify the City for defects in design furnished by the City.

   f. This indemnification and duty to defend shall extend to Claims asserted after termination of this Contract for whatever reason.

g. The City and Contractor shall timely notify each other of the receipt of any third-party claim relating to the contract. The City shall be entitled to recover its reasonable costs incurred in providing such notification.

7. Guarantee. The Contractor agrees to immediately repair and replace all defective material and workmanship discovered within one year after acceptance of final payment by Contractor and to indemnify City of Marina against all loss and damage occasioned by any such defect, discovered within that year, even though the damage or loss may not be ascertained until after the expiration thereof. Provided, however, that if such failure of the Contractor to perform should not, by reasonable diligence, be discoverable or discovered within that one year, then the obligation of the Contractor to repair and replace that defective material or workmanship shall continue until one year after the actual discovery thereof.

8. Workers' Compensation Certification. Pursuant to Labor Code § 1861, by signing this Contract, Contractor certifies as follows: "I am aware of the provisions of Labor Code § 3700 which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Work on this Contract."

9. Independent Contractor.
   a. Contractor is and shall at all times remain as to City a wholly independent contractor. The personnel performing the work under this Contract 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 the Contract Documents. 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. Contractor's employees in no circumstances shall be entitled to part of any pension plan, insurance, bonus or any similar benefits which City provides its own employees.

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

10. Conflicts of Interest. Contractor, its employees, subcontractors and agents, may not have, maintain or acquire a conflict of interest in relation to this Contract in violation of any City ordinance or requirement, or in violation of any California law, including Government Code § 1090 et seq., or the Political Reform Act, as set forth in Government Code § 81000 et seq. and its accompanying regulations. Any violation of this Section constitutes a material breach of the Contract.

11. Bonds and Insurance. Concurrently with the execution of this Contract, Contractor shall file with the City of Marina the bonds and evidence of insurance specified in the Contract Documents and subject to adjustment provided therein. The Contractor agrees at all times during the progress of the work to carry with insurance carriers approved by the City of Marina full coverage workmen's compensation and public liability insurance in the form and to the extent called for in Section 7-1.06 of the Standard Specifications, State of California, 2024 Edition. Such insurance policy shall contain an endorsement that the same shall not be canceled nor the amount of coverage be reduced until at least 30 days after receipt by the City of Marina by certified or registered mail of a written notice of such cancellation or reduction in coverage.

12. Audit, and Examination and Ownership of Records.
    a. Contractor shall maintain complete and accurate records with that relate to the performance of work under this Contract in sufficient detail to permit an evaluation of work. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible.

    b. The City may examine and audit at no additional cost to the City all books, estimates, records, contracts, documents, bid documents, bid cost data, subcontract job cost reports and other Project-related data of the Contractor, subcontractors engaged in performance of the work, and suppliers providing supplies, equipment and other materials required for the work, including computations and projections related to bidding, negotiating, pricing or performing the work or contract modifications and other materials concerning the work, including, but not limited to, Contractor daily logs, in order to evaluate the accuracy, completeness, and currency of cost, pricing, scheduling and any other project related data.

    c. The Contractor will make available all such Project related data at all reasonable times for examination, audit, or reproduction at the Contractor's business office at or near the work site, and at any other location where such Project related data may be kept until three (3) years after final payment under the Contract.

    d. Pursuant to California Government Code section 8546.7, if the amount of public funds to be expended is in excess of $10,000, this Contract shall be subject to the examination and audit of the State Auditor, at the request of the City, or as part of any audit of the City, for a period of three (3) years after final payment under the Contract.

    e. No portion of the Contract Documents may be used for any purpose other than construction of the Project, without prior written consent from City. Contractor is deemed to have conveyed the copyright in any designs, drawings, specifications, shop drawings, or other documents (in paper or electronic form) developed by Contractor for the Project, and City will retain all rights to such works, including the right to possession.

    f. This Section 12 shall survive termination of this Contract.

13. Notice. All notices, requests, and approvals 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, by first class mail, 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 the City:

Ismael Hernandez
City of Marina
211 Hillcrest Ave, Marina CA 93933
ihernandez@cityofmarina.org

To the Contractor:

Contractor Name
Contractor Address
Contractor Email

Notice is effective on the date of personal service; the date of delivery confirmed by a reputable overnight delivery service; or 5 days following deposit in a United States mailbox, or date of postmark. The parties may agree to notice by email.

14. Attorney's Fees. In the event of any controversy, claim or dispute relating to this Contract or the breach thereof, the prevailing party shall be entitled to recover from the losing party reasonable expenses, attorney's fees and costs.

15. Third-Party Beneficiaries. There are no intended third-party beneficiaries to this Contract except as expressly provided in the Contract Documents.

16. Governing Law and Venue. This Contract will be governed by California law and venue will be in the Superior Court of Monterey County, or the federal district court with jurisdiction over the City, and no other place.

17. Amendment. No amendment or modification of this Contract will be binding unless it is in a writing duly authorized and signed by the parties to this Contract.

18. Integration. This Contract and the Contract Documents incorporated herein, including authorized amendments or Change Orders thereto, constitute the final, complete, and exclusive terms of the agreement between the City and Contractor.

19. Waiver. Neither the acceptance of work or payment for work pursuant to this Contract shall constitute a waiver of any rights or obligations arising under this Contract. The failure by the City to enforce any of Contractor's obligations or to exercise City's rights shall in no event be deemed a waiver of the right to do so thereafter.

20. Severability. If any provision of the Contract Documents is determined to be illegal, invalid, or unenforceable, in whole or in part, the remaining provisions of the Contract Documents will remain in full force and effect.

21. Authorization. Each individual signing below warrants that they are authorized to do so by the party that they represent, and that this Contract is legally binding on that party. If Contractor is a corporation, signatures from two officers of the corporation are required pursuant to California Corporation Code section 313.

22. Compliance with Provisions of Law.

a. The City is subject to laws relating to public agencies which are part of this contract as though fully set forth herein.

b. Contractor agrees to comply with all applicable federal, state and municipal laws and regulations, including but not limited to California Labor Code Division 2, Part 7, Chapter 1 regarding Public Works and Public Agencies.

c. Contractor shall comply with City of Marina Municipal Code Chapter 13.02 Local Hiring for Public Works.

d. Contractor shall comply with laws relating to the work.

IN WITNESS WHEREOF, the parties to these presents have hereunto set their hands the year and date first above written.

CONTRACTOR	CITY OF MARINA
By: _____	By: Layne P. Long, City Manager
Print Name: _____	Date: _____
Address: _____	
_____	
Date: _____	

APPROVED AS TO FROM:

By: _____ City Attorney	By: _____
Date: _____	Date: _____

ATTESTED:

By: _____
Anita Shepherd-Sharp
Deputy City Clerk

Date: _____ Resolution No. 2026-_____

July 7, 2026 Item No. **10e(1)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2026-, AUTHORIZING THE RELEASE OF A REQUEST FOR QUALIFICATIONS SEEKING QUALIFIED FIRMS FOR ON-CALL PROFESSIONAL SERVICES IN THE DISCIPLINES OF AIRPORT ENGINEERING, PLANNING, AND FINANCIAL CONSULTING.

REQUEST:

It is requested that the City Council:

1. Adopt Resolution 2026-, authorizing the release of Request for Qualifications (RFQ) seeking qualified firms for on-call professional services in the disciplines of airport engineering, planning, and financial consulting.

BACKGROUND:

The City regularly enters into various professional services contracts during the course of business to support development approvals and delivery of capital improvements. Examples of professional services that have been used in the past and are anticipated in the future are environmental and traffic studies of the impacts of proposed developments that are paid for through fee agreements with developers. Professional design and testing services also support the delivery of projects within the capital improvement program.

City Council adopted Resolution 2024-91 on August 7, 2024, approving the previous round of on-call professional services contracts with 24 firms. The on-call professional services contracts were utilized extensively throughout the term of the agreements which are coming to an end.

Staff has identified on-call professional services for Airport Engineering, Planning, and Financial Consulting that can reasonably be expected to be needed within the next year.

If City Council approves the release of the RFP for these services, staff will solicit proposals from qualified firms and make selections for on-call professional services contracts based upon qualifications. Staff will make recommendations for award of professional services agreements at a future City Council meeting.

ANALYSIS:

The use of on-call services will continue to provide assistant to airport staff with meeting Federal Aviation Administration (FAA) requirements, apply for and administer potential FAA grants, as well as to streamline the development approval process and delivery of capital improvement projects. Use of on-call professional service contracts will consolidate the qualification process for many of the standard services that the City needs.

FISCAL IMPACT:

The fiscal impact of issuing the RFQ is limited to the staff time to draft and issue the RFQ as well as staff time to evaluate any proposals received.

CONCLUSION:
This request is submitted for City Council consideration and possible action.

Ismael Hernandez
Public Works Director
City of Marina

REVIEWED/CONCUR:

Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

RESOLUTION OF THE CITY COUNCIL AUTHORIZING THE RELEASE OF A REQUEST FOR QUALIFICATIONS SEEKING QUALIFIED FIRMS FOR ON-CALL PROFESSIONAL SERVICES IN THE DISCIPLINES OF AIRPORT ENGINEERING, PLANNING, AND FINANCIAL CONSULTING

WHEREAS, the City has a need to contract with consulting firms for professional services to support the delivery of capital improvement projects and the review and approval of proposed developments; and

WHEREAS, the City regularly seeks proposals from consulting firms to provide professional services on numerous projects; and

WHEREAS, the selection process for professional services can be efficiently accomplished by establishing a number of on-call professional services contracts with various consulting firms; and

WHEREAS, the City has effectively utilized on-call professional services since 2022.

WHEREAS, the selection of professional services consultants is initiated by issuing a Request for Qualifications (RFQ) to identify and select qualified firms to provide on-call services; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby authorize release of an RFQ to consulting firms for on-call professional services in the disciplines of airport engineering, planning, and financial consulting.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

July 1, 2026 Item No: **10f(1)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL AND SUCCESSOR AGENCY BOARD CONSIDER ADOPTING RESOLUTION NO. 2026-, AUTHORIZING CHANGE IN AUTHORIZED SIGNATORIES ON CITY GENERAL, AND PAYROLL CHECKING AND SUCCESSOR AGENCY CHECKING ACCOUNTS WITH CHASE JPMORGAN, LAIF-SA AND LAIF-CITY ACCOUNTS

RECOMMENDATION:
It is requested that the City Council and Successor Agency consider:

1. Adopting Resolution No. 2026- and Resolution No. 2026- (SA-MRA), authorizing change in signatories on the City General, and Payroll, and Successor Agency General checking accounts with Chase JPMorgan, LAIF-Successor Agency and LAIF City Accounts.

BACKGROUND:
The City Council is responsible for authorizing personnel to endorse and sign City General and Payroll checking and Successor Agency Checking and other accounts with City Chase JPMorgan accounts for cash flow and investment purposes.

Effective May 21, 2026, Tori Hannah, Finance Director retired from the City of Marina, and effective May 22, 2026, the City Manager appointed Alma Gonzalez, Accounting Services Manager, as Interim Finance Director.

Effective July 17, 2026, Layne Long, City Manager, will retire from the City of Marina. Layne Long appointed Courtney Lindberg, Assistant City Manager, as authorized signor effective July 8, 2026.

ANALYSIS:
Due to recent staffing changes, the City Council is requested to consider authorizing a change to the signatories on the City General and Payroll and Successor Agency checking accounts with Chase JPMorgan, LAIF-Successor Agency and LAIF-City Accounts.

Staff recommends amending the authorized signors adding Courtney Lindberg and Alma Gonzalez to the authorized signor's list.

FISCAL IMPACT:
None

CONCLUSION:
This request is submitted for City Council consideration and possible action.

_____
Layne Long
City Manager
City of Marina

RESOLUTION NO. 2026-

RESOLUTION NO. 2026- (SA-MRA)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AND THE SUCCESSOR AGENCY BOARD OF THE MARINA REDEVELOPMENT AGENCY AUTHORIZING CHANGE IN SIGNATORIES ON CITY GENERAL AND PAYROLL CHECKING ACCOUNTS AND SUCCESSOR AGENCY CHECKING ACCOUNT WITH CHASE JPMORGAN, LAIF-SA AND LAIF-CITY ACCOUNTS

WHEREAS, the City Council and Board of the Marina Redevelopment Agency are responsible for authorizing personnel to endorse and sign City General and Payroll checking and other accounts and Successor Agency Chase JPMorgan accounts, and to transfer funds from/to the City and Successor Agency Chase JPMorgan accounts for cash flow and investment purposes; and

WHEREAS, effective May 21, 2026, Tori Hannah, Finance Director, retired from the City of Marina and effective May 22, 2026, the City Manager appointed Alma Gonzalez, Accounting Services Manager, as Interim Finance Director.

WHEREAS, effective July 17, 2026, Layne Long, City Manager, will retire from the City of Marina. Layne Long appointed Courtney Lindberg, Assistant City Manager, as authorized signor effective July 8, 2026.

WHEREAS, due to staff change, the City Council of the City of Marina and Board of the Marina Redevelopment Agency is requested to consider authorizing a change to the signatories on the City General and Payroll Accounts and Successor Agency General Account with Chase JPMorgan, LAIF-Successor Agency and LAIF-City Accounts; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina that the following officer shall be authorized signatories for the General, Payroll, Revolving Loan, Checking and other Accounts, and Local Agency Investment Fund (LAIF):

Courtney Lindberg	Assistant City Manager
Alma Gonzalez	Interim Finance Director

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

AYES: COUNCIL/AGENCY MEMBERS:
NOES: COUNCIL/AGENCY MEMBERS:
ABSENT: COUNCIL/AGENCY MEMBERS:
ABSTAIN: COUNCIL/AGENCY MEMBERS:

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

July 1, 2026 Item No: **10f(2)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL OF THE CITY OF MARINA AND THE SUCCESSOR AGENCY BOARD OF THE MARINA REDEVELOPMENT AGENCY CONSIDER ADOPTING RESOLUTION NO. 2026-, AND RESOLUTION NO. 2026- (SA-MRA) AUTHORIZING CHANGE IN SIGNATORIES TO OPEN INVESTMENT ACCOUNTS AND CONDUCT INVESTMENT ACTIVITIES AS OUTLINED BY THE CITY'S INVESTMENT POLICY

RECOMMENDATION:
It is requested that the City Council and Successor Agency Board consider:

1. Adopting Resolution No. 2026-, and Resolution No. 2026- (SA-MRA), authorizing change in signatories on the City and Successor Agency investment accounts to open investment accounts and conduct investment activities as outlined by the City's investment policy.

BACKGROUND:
The City Council and Successor Agency Board are responsible for authorizing personnel to open investment accounts. Effective May 21, 2026, Tori Hannah, Finance Director retired from the City of Marina. Effective May 22, 2026, Layne Long, City Manager appointed Alma Gonzalez as Interim Finance Director.

ANALYSIS:
To buy and sell securities on behalf of the City, investment brokers require that the City provide proof that certain officers and signatories are empowered to act on behalf of the City. The City's current investment policy authorizes the Interim Finance Director to open investment accounts and buy and sell securities. The proposed resolution states that effective July 7, 2026, Alma Gonzalez, Interim Finance Director, is authorized as a signatory on investment accounts.

FISCAL IMPACT:
None

CONCLUSION:
This request is submitted for City Council consideration and possible action.

Respectfully submitted,

_____
Layne Long
City Manager
City of Marina

RESOLUTION NO. 2026-
RESOLUTION NO. 2026- (SA-MRA)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AND THE SUCCESSOR AGENCY BOARD OF THE MARINA REDEVELOPMENT AGENCY AUTHORIZING CHANGE IN SIGNATORIES TO OPEN INVESTMENT ACCOUNTS AND CONDUCT INVESTMENT ACTIVITIES AS OUTLINED BY THE CITY'S INVESTMENT POLICY

WHEREAS, pursuant to the provisions of Section 53646 of the California Government Code the City Council and Agency Board adopt and investment policy on how the City's cash may be invested; and

WHEREAS, the purpose of the Investment Policy and Management Plan is to establish strategies, practices, and procedures to be used in administering the financial investments of the City of Marina and the Successor Agency to the Marina Redevelopment Agency; and

WHEREAS, the Finance Director is an authorized City Officer empowered to open investment accounts and buy and sell investment securities as authorized in the City's adopted investment policy; and

WHEREAS, effective May 22, 2026, Layne Long, City Manager appointed Alma Gonzalez as Interim Finance Director; and

WHEREAS, due to staffing changes, the City Council and Agency Board is requested to amend the authorized signors adding Alma Gonzalez, Interim Finance Director; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina and the Board of the Marina Redevelopment Agency that Alma Gonzalez, Interim Finance Director, shall be an authorized signatory to open investment accounts and conduct investment activities as outlined by the City's investment policy.

PASSED AND ADOPTED by the City Council of the City of Marina and the Successor Agency of Marina Redevelopment Agency at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

July 1, 2026 Item No: **10f(3)**

Honorable Mayor and Members
of the Preston Park Sustainable Community NPC Board

Board Meeting
of July7, 2026

A RESOLUTION OF THE BOARD OF THE PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION AUTHORIZING CHANGE IN SIGNATORIES ON THE CAPITAL RESERVE ACCOUNT WITH WESTERN ALLIANCE BANK

RECOMMENDATION:

It is requested that the Board consider:

1. Adopting Resolution No. 2026-(PPSC-NPC), authorizing change in signatories on the Preston Park Sustainable Communities Non-Profit Corporation capital reserve account.

BACKGROUND:

The Preston Park Sustainable Community NPC Board is responsible for authorizing personnel to endorse and sign Preston Park bank accounts, and to transfer funds to/from the bank accounts for cash flow and investment purposes.

Effective May 21, 2026, Tori Hannah, Finance Director retired from the City of Marina, and effective May 22, 2026, the City Manager appointed Alma Gonzalez, Accounting Services Manager, as Interim Finance Director.

Effective July 17, 2026, Layne Long, City Manager, will retire from the City of Marina. Layne Long appointed Courtney Lindberg, Assistant City Manager as authorized signor effective July 8, 2026.

ANALYSIS:

Due to recent staffing changes, the PP NPC Board is requested to consider authorizing a change to the signatories on the capital reserve account.

Staff recommends amending the authorized signors adding Courtney Lindberg and Alma Gonzalez to the authorized signor's list.

Courtney Lindberg	Assistant City Manager
Alma Gonzalez	Interim Finance Director

Greystar will remain as signors on the operating and security deposit accounts, which are property trust accounts held with JPMorgan Chase Bank. This will be similar to that of Abrams Park, and Greystar will remain in compliance with the Department of Real Estate (DRE).

FISCAL IMPACT:

The capital reserve account essentially holds the idle cash for Preston Park Sustainable Community NPC. The account is an interest-bearing account that was setup to safely earn interest on the idle cash. If City staff are not added as signers to the account, Greystar would have to move the excess funds to a property trust account, which is not an interest-bearing account, and Preston Park would no longer have the ability to earn interest.

CONCLUSION:

This request is submitted for Preston Park Sustainable Communities Non-Profit Corporation Board consideration and possible action.

Submitted by

_____

Layne Long
City Manager
City of Marina

RESOLUTION NO. 2026- (PPSC-NPC)

A RESOLUTION OF THE BOARD OF THE PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION AUTHORIZING CHANGE IN SIGNATORIES ON THE CAPITAL RESERVE ACCOUNT WITH WESTERN ALLIANCE BANK

WHEREAS, the Preston Park Sustainable Community NPC Board is responsible for authorizing personnel to endorse and sign Preston Park bank accounts, and to transfer funds to/from the bank accounts for cash flow and investment purposes.

WHEREAS, effective May 21, 2026, Tori Hannah, Finance Director, retired from the City of Marina and effective May 22, 2026, the City Manager appointed Alma Gonzalez, Accounting Services Manager, as Interim Finance Director.

WHEREAS, effective July 17, 2026, Layne Long, City Manager, will retire from the City of Marina. Layne Long appointed Courtney Lindberg, Assistant City Manager, as authorized signor effective July 8, 2026.

WHEREAS, due to staffing changes, the Preston Park Sustainable Communities Non-Profit Corporation Board is requested to consider authorizing a change to the signatories on the capital reserve accounts.

WHEREAS, staff recommends amending the authorized signors adding Courtney Lindberg and Alma Gonzalez; and

NOW, THEREFORE, BE IT RESOLVED by the Board of the Preston Park Sustainable Community Non-Profit Corporation that the following officers shall be authorized signatories for the Preston Park capital reserve account with Western Alliance Bank:

Courtney Lindberg	Assistant City Manager
Alma Gonzalez	Interim Finance Director

PASSED AND ADOPTED by the Board of the Preston Park Sustainable Community Non-Profit Corporation at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

June 29, 2026 Item No. **10f(4)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2026-, CERTIFYING CITY OF MARINA COMPLIANCE WITH STATE LAW (PROPOSITION 218) WITH RESPECT TO SPECIAL ASSESSMENT FOR THE SEABREEZE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT FOR FISCAL YEAR 2026-2027

RECOMMENDATION:
It is requested that the City Council consider:

(1) Adopting Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to special assessment for the Seabreeze Landscape Maintenance Assessment District for FY 2026-2027.

BACKGROUND:
On June 16, 2026, the City Council passed Resolution 2026-75 setting FY 2026/27 special assessment for the Seabreeze Landscape Maintenance Assessment District as recommended in the engineer's report.

Except for the Constitutionally limited 1% ad valorem tax, the Monterey County Auditor-Controller will not place taxes, assessments, fees or charges on the rolls unless the City Council certifies by resolution that the City is in compliance with Proposition 218, the 1996 '*Right to Vote on Taxes Act*' with respect to each such tax, assessment, fee and charge. Certification resolution(s) must contain hold harmless and indemnification provisions for administrative expenses of the County associated with collection of the City's taxes, assessments, fees and charges placed on the rolls. These certifications, along with copies of the resolutions setting the tax, assessment fee and/or charge rates and certain other documentation, must be submitted to the County no later than August 1, 2026.

ANALYSIS:
The following special levy, adopted by Resolution 2026-75 on June 16, 2026, is for Assessment District operations and must be included in the certification adopted by the Council:

Seabreeze Landscape Maintenance Assessment District	$ 182.42 per parcel

FISCAL IMPACT:
Special assessments finance the assessment district's approved maintenance. Total to be credited to the district is as follows:

Seabreeze Landscape Maintenance Assessment District	$ 6,749.54

CONCLUSION:
This request is submitted for City Council consideration and possible action.
Respectfully submitted,

_____
Scott Shepard, P.E.
City Engineer
Public Works Department

REVIEWED/CONCUR:

_____
Alma Gonzalez,
Accounting Services Manager
City of Marina

_____
Ismael Hernandez
Public Works Director
City of Marina

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO LEVYING OF SPECIAL ASSESSMENTS FOR FISCAL YEAR 2026-2027

WHEREAS, The City of Marina requests that the Monterey County Auditor-Controller enter those special assessments identified in Exhibit "A" on the property tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2026-2027 (**"EXHIBIT A"**).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina as follows:

1. The City hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes and assessments identified in **EXHIBIT A** regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statutes, or in the applicable decisional law of the State of California.

2. The City further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees and agents, the City shall be solely liable and responsible for defending, at its sole expense, cost and risk, each and every action, suit or other proceeding brought against the County of Monterey, its officers, employees and agents for every claim, demand or challenge to the levying or imposition of the general or special taxes and assessments identified in **EXHIBIT A** and that the City shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees and agents on every such action, suit, or other proceeding, including all claims for refunds and interest thereon, legal fees, court costs and administrative expenses of the County of Monterey to correct the tax rolls.

PASSED AND ADOPTED by the City of Marina City Council at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

EXHIBIT A

ATTACHMENT TO RESOLUTION NO. 2026-__ OF THE CITY OF MARINA, COUNTY OF MONTEREY, CALIFORNIA, CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO THE LEVYING OF SPECIAL ASSESSMENTS FOR FISCAL YEAR 2026-2027

PER-PARCEL ASSESSMENTS:

Assessment Districts – Operations:

- Seabreeze Landscape Maintenance Assessment District $182.42

June 29, 2026 Item No. **10f(5)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2026-, CERTIFYING CITY OF MARINA COMPLIANCE WITH STATE LAW (PROPOSITION 218) WITH RESPECT TO SPECIAL ASSESSMENT FOR THE MONTEREY BAY ESTATES LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT FOR FISCAL YEAR 2026-2027

RECOMMENDATION:
It is requested that the City Council consider:

(1) Adopting Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to special assessment for the Monterey Bay Estates Landscape Maintenance Assessment District for FY 2026-2027.

BACKGROUND:
On June 16, 2026, the City Council passed Resolution No. 2026-76 setting the FY 2026/27 special assessment for the Monterey Bay Estates Landscape Maintenance Assessment District as recommended in the engineer's report.

Except for the Constitutionally limited 1% ad valorem tax, the Monterey County Auditor-Controller will not place taxes, assessments, fees or charges on the rolls unless the City Council certifies by resolution that the City is in compliance with Proposition 218, the 1996 '*Right to Vote on Taxes Act*' with respect to each such tax, assessment, fee and charge. Certification resolution(s) must contain hold harmless and indemnification provisions for administrative expenses of the County associated with collection of the City's taxes, assessments, fees and charges placed on the rolls. These certifications, along with copies of the resolutions setting the tax, assessment fee and/or charge rates and certain other documentation, must be submitted to the County no later than August 1, 2026.

ANALYSIS:
The following special levy, adopted by Resolution 2026-76 on June 16, 2026, is for Assessment District operations and must be included in the certification adopted by the Council:

Monterey Bay Estates Landscape Maintenance Assessment District	$ 77.14 per parcel

FISCAL IMPACT:
Special assessments finance the assessment district's approved maintenance. Total to be credited to the district is as follows:

Monterey Bay Estates Landscape Maintenance Assessment District	$ 12,496.68

CONCLUSION:
This request is submitted for City Council consideration and possible action.

Respectfully submitted,

_____
Scott Shepard, P.E.
City Engineer
Public Works Department

REVIEWED/CONCUR:

_____
Alma Gonzalez,
Accounting Services Manager
City of Marina

_____
Ismael Hernandez
Public Works Director
City of Marina

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO LEVYING OF SPECIAL ASSESSMENT FOR FISCAL YEAR 2026-2027

WHEREAS, The City of Marina requests that the Monterey County Auditor-Controller enter that special assessment identified in Exhibit "A" on the property tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2026-2027 (**"EXHIBIT A"**).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina as follows:

1. The City hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes and assessments identified in **EXHIBIT A** regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statutes, or in the applicable decisional law of the State of California.

2. The City further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees and agents, the City shall be solely liable and responsible for defending, at its sole expense, cost and risk, each and every action, suit or other proceeding brought against the County of Monterey, its officers, employees and agents for every claim, demand or challenge to the levying or imposition of the general or special taxes and assessments identified in **EXHIBIT A** and that the City shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees and agents on every such action, suit, or other proceeding, including all claims for refunds and interest thereon, legal fees, court costs and administrative expenses of the County of Monterey to correct the tax rolls.

PASSED AND ADOPTED by the City of Marina City Council at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

EXHIBIT A

ATTACHMENT TO RESOLUTION NO. 2026-__ OF THE CITY OF MARINA, COUNTY OF MONTEREY, CALIFORNIA, CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO THE LEVYING OF SPECIAL ASSESSMENT FOR FISCAL YEAR 2026-2027

PER-PARCEL ASSESSMENTS:

Assessment District – Operations:

- Monterey Bay Estates Landscape Maintenance Assessment District $77.14

June 29, 2026 Item No. **10f(6)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2026-, CONFIRMING LEVY OF A SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2007-2 (LOCKE PADDON) FOR FISCAL YEAR 2026-2027 AS AUTHORIZED BY ORDINANCE NO. 2007-09; AND RESOLUTION NO. 2026-, CERTIFYING CITY OF MARINA COMPLIANCE WITH STATE LAW (PROPOSITION 218) WITH RESPECT TO LEVYING OF SPECIAL TAXS ON BEHALF OF THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2007-2 FOR FISCAL YEAR 2026-2027 AS AUTHORIZED BY ORDINANCE NO. 2007-09

RECOMMENDATION:
It is requested that the City Council:

1. Consider adopting Resolution No. 2026-, confirming levy of a special tax for the City of Marina Community Facilities District No. 2007-2 (Locke Paddon) for Fiscal Year 2026-2027 as authorized by Ordinance No. 2007-09, and;

2. Consider adopting Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to levying of special taxes for the City of Marina Community Facilities District No. 2007-2 for Fiscal Year 2026-2027 as authorized by Ordinance No. 2007-09

BACKGROUND:
Pursuant to a special election held on July 17, 2007, on August 7, 2007, the City Council unanimously passed Ordinance No. 2007-09, forming the City of Marina Community Facilities District No. 2007-2 (commonly referred to as Locke-Paddon CFD, see **"EXHIBIT B"**). Ordinance 2007-09 also authorized an annual special tax levy for the purpose of landscape and park maintenance. The special tax was first levied for fiscal year 2008-09, in the amount of $898.58 for each of the fifteen (15) assessed properties. Each subsequent year, Ordinance 2007-09 requires the special tax to be increased by two percent (2.00%) from the previous approved Maximum Special Tax.

For fiscal years 2013/14, 2014/15 and 2015/16, the special tax was temporarily reduced to zero. The City Council Resolutions affirmed that for future calculations, the full, authorized, maximum rate would continue to increase per Ordinance 2007-09. Accordingly, the special tax for each fiscal year since inception has been as follows (NOTE: Monterey County requires that rates be divisible by 2 for placement on the rolls, so calculations are rounded each year):

Fiscal Year	Max. Per Parcel Tax	Approved Levy	Total Special Tax
FY 08/09	$898.58	$ 898.58	$ 13,478.70
FY 09/10	$916.56	$ 916.56	$ 13,748.40
FY 10/11	$934.90	$ 934.90	$ 14,023.50
FY 11/12	$953.60	$ 953.60	$ 14,304.00
FY 12/13	$972.68	$ 972.68	$ 14,590.20
FY 13/14	$992.14	$ -	$ -
FY 14/15	$1,011.98	$ -	$ -
FY 15/16	$1,032.22	$ -	$ -
FY 16/17	$1,052.86	$ 420.00	$ 6,300.00
FY 17/18	$1,073.92	$ 475.00	$ 7,125.00
FY 18/19	$1,095.40	$ 450.00	$ 6,750.00
FY 19/20	$1,117.30	$ 488.00	$ 7,320.00
FY 20/21	$1,139.64	$ 785.00	$ 11,775.00
FY 21/22	$1,162.44	$ 820.00	$ 12,300.00
FY 22/23	$1,185.68	$ 1,100.00	$ 16,500.00
FY 23/24	$1,209.40	$ 1,100.00	$ 16,500.00
FY 24/25	$1,233.58	$ 1,200.00	$ 18,000.00
FY 25/26	$1,258.66	$ 912.00	$ 13,680.00
FY 26/27	$1,296.01	$ 1,120.00	$ 16,800.00

ANALYSIS:

Each year's special tax is collected by the Monterey County Tax Collector, and then distributed to the City. When received by the City, special taxes are credited in the accounting system to Fund 251 - CFD No. 2007-2 Locke Paddon. Likewise, expenditures and costs incurred on behalf of the District are paid out of Fund 251 expenditure. It is estimated that by June 30, 2026, the unexpended fund balance in Fund 251 (cumulative tax revenue in excess of expenditures since inception) is projected to be approximately $3,450. Expected landscaping, utilities, extraordinary maintenance, and City service expenditures for this coming fiscal year (2026-27) will be approximately $17,108 ("**EXHIBIT C**").

Due to the age of the site improvements at the District, a fund balance goal of $5,025 will be maintained for replacement costs of site improvements as they reach the end of their life expectancy (e.g. street light fixtures, irrigation system) and for tree removal/replacement as needed.

Section 2 of Ordinance 2007-09 requires the CFD Administrator (the City Manager) "...to determine each year, without further action of this Council, the Special Tax...and, without further action of this Council, to provide all necessary and appropriate information to the Monterey County Auditor...necessary to effect the correct and timely billing and collection of the Special Tax...." Upon evaluation of the anticipated expenditures of the District for the upcoming Fiscal Year 26/27, it is the opinion of the CFD Administrator to assess a special tax of $1,120.00 per parcel to maintain an adequate fund balance for any potential unforeseen extraordinary maintenance projects and anticipated street light fixture replacements.

Monterey County will not impose or collect the special tax on the District's behalf unless the City submits, in a form provided by the County, a certification of compliance with State Law (Proposition 218) that includes a hold harmless and indemnification provision for administrative expenses of the County associated with collection of the City's taxes, assessments, fees or charges, other than the Constitutionally authorized 1% ad valorem tax.

Attached is a resolution which, if adopted by the Council will satisfy the County's certification, hold-harmless and indemnification requirements with respect to the City of Marina Community Facilities District No. 2007-2 Special Tax for the 2026-27 fiscal year.

FISCAL IMPACT:
Special assessments finance the CFD's approved landscape maintenance services. Total to be credited to the district is as follows:

Fund 251 Community Facilities District No. 2007-2	$16,800.00

CONCLUSION:
This request is submitted for City Council consideration and possible action.

Respectfully submitted,

_____
Scott Shepard, P.E.
City Engineer
Public Works Department

REVIEWED/CONCUR:

_____
Alma Gonzalez,
Accounting Services Manager
City of Marina

_____
Ismael Hernandez
Public Works Director
City of Marina

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CONFIRMING LEVY OF A SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2007-2 (LOCKE PADDON) FOR FISCAL YEAR 2026-2027 AS AUTHORIZED BY ORDINANCE NO. 2007-09

WHEREAS, Ordinance 2007-09 authorized the levy of a special tax for the benefit of the City of Marina Community Facilities District 2007-2 starting in Fiscal Year 2008-2009, and increasing each year by two percent (2%); and

WHEREAS the special tax has been levied each fiscal year as authorized, but was temporarily reduced to zero for Fiscal Years 2013/14, 2014/15 and 2015/16; and

WHEREAS the Administrator has calculated the maximum Fiscal Year 2026-2027 special tax to be $1,296.01, and;

WHEREAS, the CFD administrator having further considered the special tax requirements in accordance with Exhibit A to Ordinance 2007-09, by which Community Facilities District 2007-2 was established and continues, has determined that a special tax for fiscal year 2026-2027 be assessed at $1,120.00 per parcel.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina that:

1. The City does hereby confirm the diagram and assessment as described in the Engineer's Report on file with the City Clerk.
2. The City does hereby order the levy and collection of said assessment, $1,120.00 per parcel for FY 2026-2027 assessment for the Locke Paddon Community Facilities District No. 2007-2.
3. It is the intention of the City of Marina that any monetary advance made by it during any fiscal year to cover a deficit in the improvement fund of Community Facilities District No. 2007-2 shall be repaid from the next annual assessments levied and collected within Community Facilities District No. 2007-2.
4. The City Clerk is hereby authorized and directed to file a certified copy of said diagram and assessment with the Monterey County Auditor prior to August 1, 2026.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CERTIFYING COMPLIANCE WITH STATE LAW (PROPOSITOIN 218) WITH RESPECT TO LEVYING OF SPECIAL TAXES ON BEHALF OF CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2007-2 FOR FISCAL YEAR 2026-2027 AS AUTHORIZED BY ORDINANCE NO. 2007-09

WHEREAS, the City of Marina "Public Agency" requests that the Monterey County Auditor-Controller enter those general or special taxes, assessments, or property-related Fees or charges identified in Exhibit "A" on the tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2026-2027.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Public Agency hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit "A", regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statues, or in the applicable law of the State of California.

2. The Public Agency further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees, and agents, with regards to the handling of the Cd or electronic file identified as Exhibit "A", the Public Agency shall be solely liable and responsible for defending, at its sole expense, cost, and risk, each and every action, suit, or other proceeding brought against the County of Monterey, its officers, employees, and agents for every claim, demand, or challenge to the levying or imposition of the general or special taxes, assessments, or property –related fees or charges identified in Exhibit "A" and that it shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees, and agents on every such action, suit, or other proceeding, including all claims for refunds and interest thereon, legal fees and court costs, and administrative expenses of the County of Monterey to correct the tax rolls.

PASSED AND ADOPTED by the City of Marina City Council at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

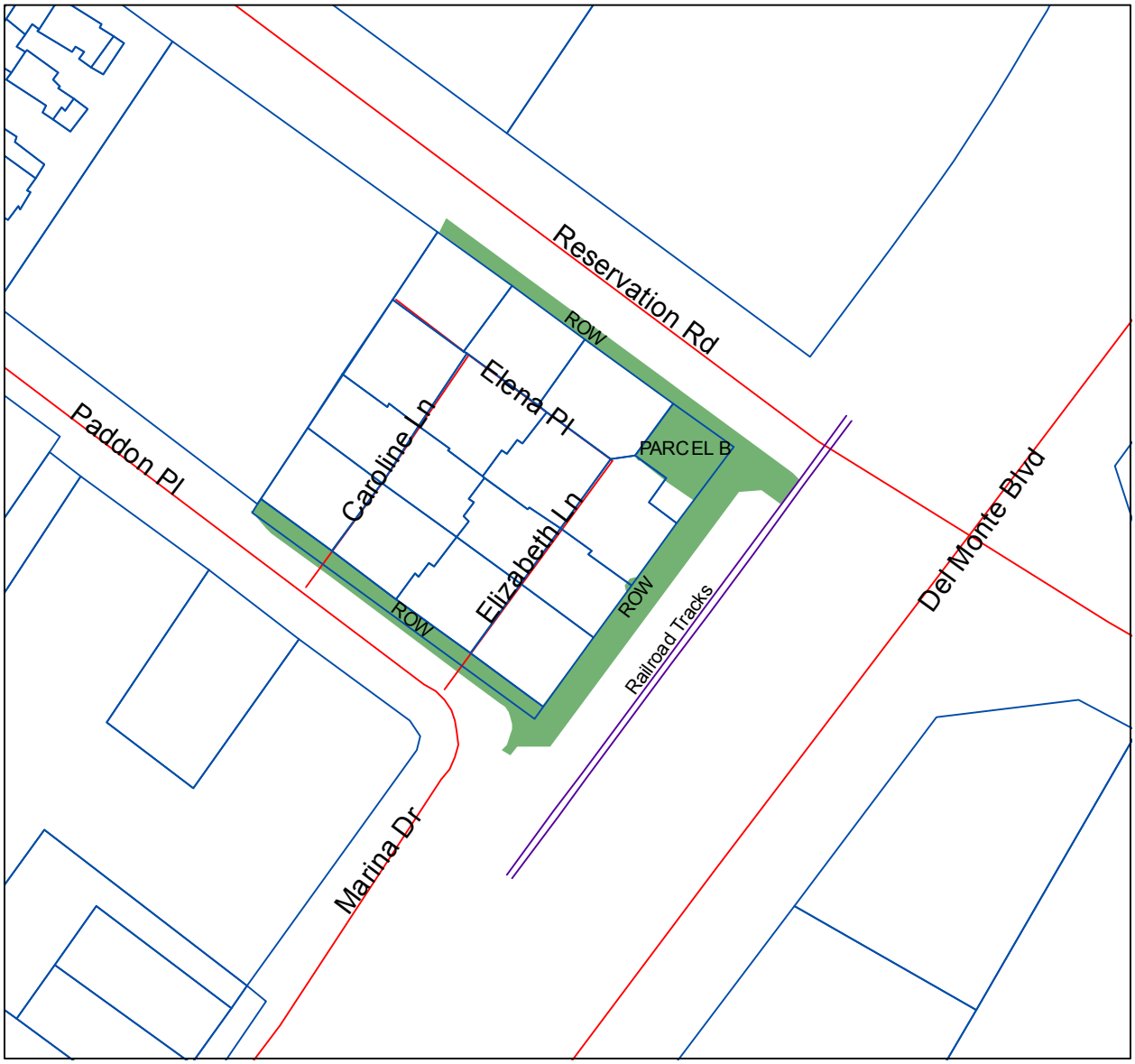
EXHIBIT "A"

TO
RESOLUTION OF THE CITY OF MARINA, COUNTY OF MONTEREY, CALIFORNIA, CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO THE LEVYING OF SPECIAL TAXES FOR FISCAL YEAR 2026-2027

PER-PARCEL SPECIAL TAX:

DIAGRAM & LOT NO.	ASSESSOR'S PARCEL NUMBER	SPECIAL TAX ASSESSMENT
1	033-135-001-000	$ 1,120.00
2	033-135-002-000	$ 1,120.00
3	033-135-003-000	$ 1,120.00
4	033-135-004-000	$ 1,120.00
5	033-135-005-000	$ 1,120.00
6	033-135-006-000	$ 1,120.00
7	033-135-007-000	$ 1,120.00
8	033-135-008-000	$ 1,120.00
9	033-135-009-000	$ 1,120.00
10	033-135-010-000	$ 1,120.00
11	033-135-011-000	$ 1,120.00
12	033-135-012-000	$ 1,120.00
13	033-135-013-000	$ 1,120.00
14	033-135-014-000	$ 1,120.00
15	033-135-015-000	$ 1,120.00

EXHIBIT B
CFD DIAGRAM



Locke Paddon Point Landscape Maintenace District

Area To Maintain
Parcels
Roads
Railroad Tracks

N
W
E
S

0 62.5 125 250 375 500 Feet

EXHIBIT C

LOCKE-PADDON COMMUNITY FACILITIES DISTRICT
BUDGET SUMMARY

Summary	Actuals FY 2025-2026	Estimates FY 2026-2027	Estimates FY 2027-2028
Beginning Cash Balance, July 1st	**$ 4,878**	**$ 3,450**	**$ 3,142**
[a]Total Special Tax Revenue (15 Parcels)	**$ 13,646**	**$ 16,800**	**$ 14,250**
Expenditures			
Contractor Services			
[b]Landscape Maintenance Contract	$ 3,078	$ 3,170	$ 3,265
Utilities	$ 1,941	$ 1,941	$ 1,999
Large Tree Trimming	$ -	$ -	$ -
Extraordinary Maintenance	$ 1,164	$ 3,000	$ -
Administrative Services			
Supervision	$ -	$ -	$ -
Cost Allocation Charges	$ 5,392	$ 5,392	$ 5,392
Administration (Incl. Engineer's Report)	$ 3,500	$ 3,605	$ 3,713
Total Expenditures	**$ 15,074**	**$ 17,108**	**$ 14,369**
[c]Net Change in Fund Balance	**$ (1,429)**	**$ (308)**	**$ (119)**
[d]Ending Fund Balance, June 30th	**$ 3,450**	**$ 3,142**	**$ 3,023**

[a] Maximum Assessment per Rate of Apportionment is $1,296.01 per parcel for FY 26/27. Actual Per Parcel Assessment for FY 26/27 is $1,120.00.

[b] Maintenance Costs are shown as increasing per fiscal year by an estimated Consumer Cost Index (CPI) of 3% as allowed by the Contract Specifications.

[c] Net Change in Fund Balance equals the Total Expenditures subtracted from Total Special Tax Revenue for that Fiscal Year.

[d] End Fund Balance equals the Net Change in Fund Balance plus the Beginning Cash Balance of that Fiscal Year.

July 2, 2026 Item No. **10f(7)**

Honorable Mayor and Members of the Marina City Council

City Council Meeting of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2026-, CONFIRMING LEVY OF THE SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2015-1 (THE DUNES) FOR FISCAL YEAR 2026-27 AS AUTHORIZED BY ORDINANCE NO. 2015-03; AND RESOLUTION NO. 2026-, CERTIFYING CITY OF MARINA COMPLIANCE WITH STATE LAW (PROPOSITION 218) WITH RESPECT TO A SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2015-1 AS AUTHORIZED BY ORDINANCE NO. 2015-03 FOR FISCAL YEAR 2026-27

RECOMMENDATION:

It is requested that the City Council:

1. Consider adopting Resolution No. 2026-, confirming levy of the special tax for the City of Marina Community Facilities District No. 2015-1 (The Dunes) for Fiscal Year 2026-27 as authorized by Ordinance No. 2015-03, and;

2. Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to a special tax for the City of Marina Community Facilities District No. 2015-1 as authorized by Ordinance No. 2015-03 for Fiscal Year 2026-27

BACKGROUND:

Pursuant to a special election held on June 2, 2015, on June 16, 2015, the City Council unanimously passed Ordinance No. 2015-03, forming the City of Marina Community Facilities District No. 2015-1 (commonly referred to as The Dunes CFD). Ordinance 2015-03 also authorized an annual special tax levy for the purpose of administration and services of District maintenance of streets, sidewalks, curb & gutters, street lighting and storm drains. The special tax was first levied for fiscal year 2015-16, in the amount of $437.22 for each of the assessed residential units and $5,187 per acre of undeveloped property. The assessment was calculated for the ongoing phased future maintenance of the District improvements. Each subsequent year, Ordinance 2015-03 requires the special tax to be increased by the lesser of 4% or the Construction Cost Index as published in the Engineering News Record (ENR) from the previous approved Maximum Special Tax. For Fiscal Year 26/27, the Construction Cost Index increased by 2.97%. The Rates and Apportionment for this District therefore applies a maximum annual rate increase of 2.97%.

On June 21, 2016, the City Council adopted Resolution 2016-96, accepting annexation of property into the City of Marina Community Facilities District No. 2015-1(The Dunes). The annexation area incorporates the Dunes Residential Subdivision Phase 1C Final Map 2.

On April 4, 2017, the City Council adopted Resolution 2017-35, accepting annexation of property into the City of Marina Community Facilities District No. 2015-1(The Dunes). The annexation area incorporates the Dunes Residential Subdivision Phase 1C Final Map 3.

On February 15, 2022, the City Council adopted Resolution 2022-21, accepting annexation of property into the City of Marina Community Facilities District No. 2015-1(The Dunes). The annexation area incorporates the Dunes Subdivision Phase 2 East/Residential.

Accordingly, the special tax for each fiscal year since inception has been as follows (NOTE: Monterey County requires that rates be divisible by 2 for placement on the rolls, so calculations are rounded each year):

Fiscal Year	Tax Per Parcel	Tax Per Acre	Total Special Tax (to be) Collected	End of FY Audit Balance
FY 15/16	$437.22	$5,187.00	$54,228.30	
FY 16/17	$452.66	$5,369.89	$101,268.60	
FY 17/18	$459.46	$5,450.69	$162,605.34	
FY 18/19	$470.92	$5,586.73	$160,509.62	
FY 19/20	$484.24	$5,744.70	$160,767.68	
FY 20/21	$501.52	$5,974.48	$166,504.64	
FY 21/22	$520.50	$6,174.70	$172,806.00	$948,045.00
FY 22/23	$541.32	$6,421.69	$303,025.22	
FY 23/24	$541.70	$6,426.16	$297,944.08	
FY 24/25	$541.70	$6,426.31	$298,476.70	
FY 25/26	$541.70	$6,426.31	$298,476.70	
FY 26/27	$557.80	$6,617.41	$307,347.80	

ANALYSIS:

Each year's special tax is collected by the Monterey County Tax Collector, and then disbursed to the City. When received by the City, special taxes are credited in the accounting system to Fund 252 - CFD Dunes No. 2015-1. Likewise, expenditures and costs incurred on behalf of the District are posted to Fund 252 expenditure accounts.

As of June 30, 2025, the fund balance in Fund 252 (cumulative tax revenue in excess of expenditures since inception) is projected to be approximately $1,893,111. Due to the age of the District improvements, scheduled maintenance service expenditures are expected from the end of FY 25/26 into 26/27. Anticipated maintenance costs are approximately $281,233, including a scheduled slurry seal of various streets along with video inspections of the underground stormwater system as shown on **EXHIBIT C**. Improvements are scheduled per the maintenance plan attached as **EXHIBIT D** to cover ongoing maintenance of streets, sidewalks, curbs and gutters, and storm drains. The maintenance funding needs formed the basis for establishing the district and setting the initial assessment.

Ordinance 2015-03 authorizes the finance director "...to determine the specific special tax to be levied for the next ensuing fiscal year for each parcel of real property within the CFD (including any parcel or parcels in the future annexation area that annex into the CFD), in the manner and as provided in the resolution of formation."

However, Monterey County will not impose or collect the special tax on the District's behalf unless the City submits, in a form provided by the County, a certification of compliance with State Law (Proposition 218) that includes a hold harmless and indemnification provision for administrative expenses of the County associated with collection of the City's taxes, assessments, fees or charges, other than the Constitutionally authorized 1% ad valorem tax.

Attached is a resolution which, if adopted by the Council will satisfy the County's certification, hold-harmless and indemnification requirements with respect to the City of Marina Community Facilities District No. 2015-1 Special Tax for the 2026-27 fiscal year.

FISCAL IMPACT:
Special assessments finance the CFD's approved maintenance services. Total to be credited to the district is as follows:

Fund 252 Community Facilities District No. 2015-1	$307,347.80

CONCLUSION:
This request is submitted for City Council consideration and possible action.

Respectfully submitted,

_____
Edrie Delos Santos, P.E.
Engineering Division
Public Works Department

REVIEWED/CONCUR:

_____
Alma Gonzalez
Accounting Services Manager
City of Marina

_____
Ismael Hernandez
Public Works Director
City of Marina

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CERTIFYING COMPLIANCE WITH STATE LAW (PROPOSITION 218) WITH RESPECT TO LEVYING OF SPECIAL TAXES ON BEHALF OF CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2015-1 FOR FISCAL YEAR 2026-2027

WHEREAS, the City of Marina "Public Agency" requests that the Monterey County Auditor-Controller enter those general or special taxes, assessments, or property-related Fees or charges identified in Exhibit "A" on the tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2026-27

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Public Agency hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit "A", regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statues, or in the applicable law of the State of California.

2. The Public Agency further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees, and agents, with regards to the handling of the Cd or electronic file identified as Exhibit "A", the Public Agency shall be solely liable and responsible for defending, at its sole expense, cost, and risk, each and every action, suit, or other proceeding brought against the County of Monterey, its officers, employees, and agents for every claim, demand, or challenge to the levying or imposition of the general or special taxes, assessments, or property –related fees or charges identified in Exhibit "A" and that it shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees, and agents on every such action, suit, or other proceeding, including all claims for refunds and interest thereon, legal fees and court costs, and administrative expenses of the County of Monterey to correct the tax rolls.

PASSED AND ADOPTED by the City of Marina City Council at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CONFIRMING LEVY OF A SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2015-1 AS AUTHORIZED BY ORDINANCE NO. 2015-03 FOR FISCAL YEAR 2026-27

WHEREAS, Ordinance 2015-03 authorized the levy of a special tax for the benefit of The City of Marina Community Facilities District 2015-1 starting in Fiscal Year 2015-16 and increasing by the lesser of 4% or the Construction Cost Index as published in the Engineering News Record (ENR) from the previous approved Maximum Special Tax. For Fiscal Year 26/27, the Construction Cost Index increased by 2.97%. The Rates and Apportionment for this District therefore applies an annual rate increase of 2.97%, and;

WHEREAS the Administrator has calculated the maximum Fiscal Year 2026/27 special tax to be $557.80 per parcel and $6,617.41 per Acre of undeveloped property, and;

WHEREAS, the CFD administrator having further considered the special tax requirements in accordance with Exhibit A to Ordinance 2015-03, by which Community Facilities District 2015-1 was established and continues, has determined that a special tax for fiscal year 2026-27 be assessed at $557.80 per parcel and $6,617.41 per Acre of undeveloped property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina that:

1. The City does hereby confirm the diagram and assessment as described in the Engineer's Report on file with the City Clerk.
2. The City does hereby order the levy and collection of said assessment $557.80 per parcel and $6,617.41 per Acre of undeveloped property for FY 2026/27 assessment for The Dunes CFD No. 2015-1.
3. It is the intention of the City of Marina that any monetary advance made by it during any fiscal year to cover a deficit in the improvement fund of Community Facilities District No. 2015-1 shall be repaid from the next annual assessments levied and collected within Community Facilities District No. 2015-1
4. The City Clerk is hereby authorized and directed to file a certified copy of said diagram and assessment with the Monterey County Auditor prior to August 1, 2026.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

EXHIBIT A

ATTACHMENT TO RESOLUTION NO. 2026-____ OF THE CITY OF MARINA, COUNTY OF MONTEREY, CALIFORNIA, CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO THE LEVYING OF SPECIAL TAX

FISCAL YEAR 2026-27

SPECIAL TAXES:

City of Marina CFD No. 2015-1 (The Dunes)

- Developed Property
  - Residential Rate (Per-Unit Rate) $557.80
  - Non-Residential Rate (Per-Acre Rate) $6,617.41
- Undeveloped Property (Per-Acre Rate) $6,617.41

Special Tax Levy Summary		
Developed Property Residential Non-Residential	 551 Units 0.00 Acres	 $307,347.80 $0.00
Undeveloped Property	0.00 Acres	$0.00
Total		**$307,347.80**

Fiscal Year Budget Scenario
The Dunes Community Facilities District (CFD 2015-1)

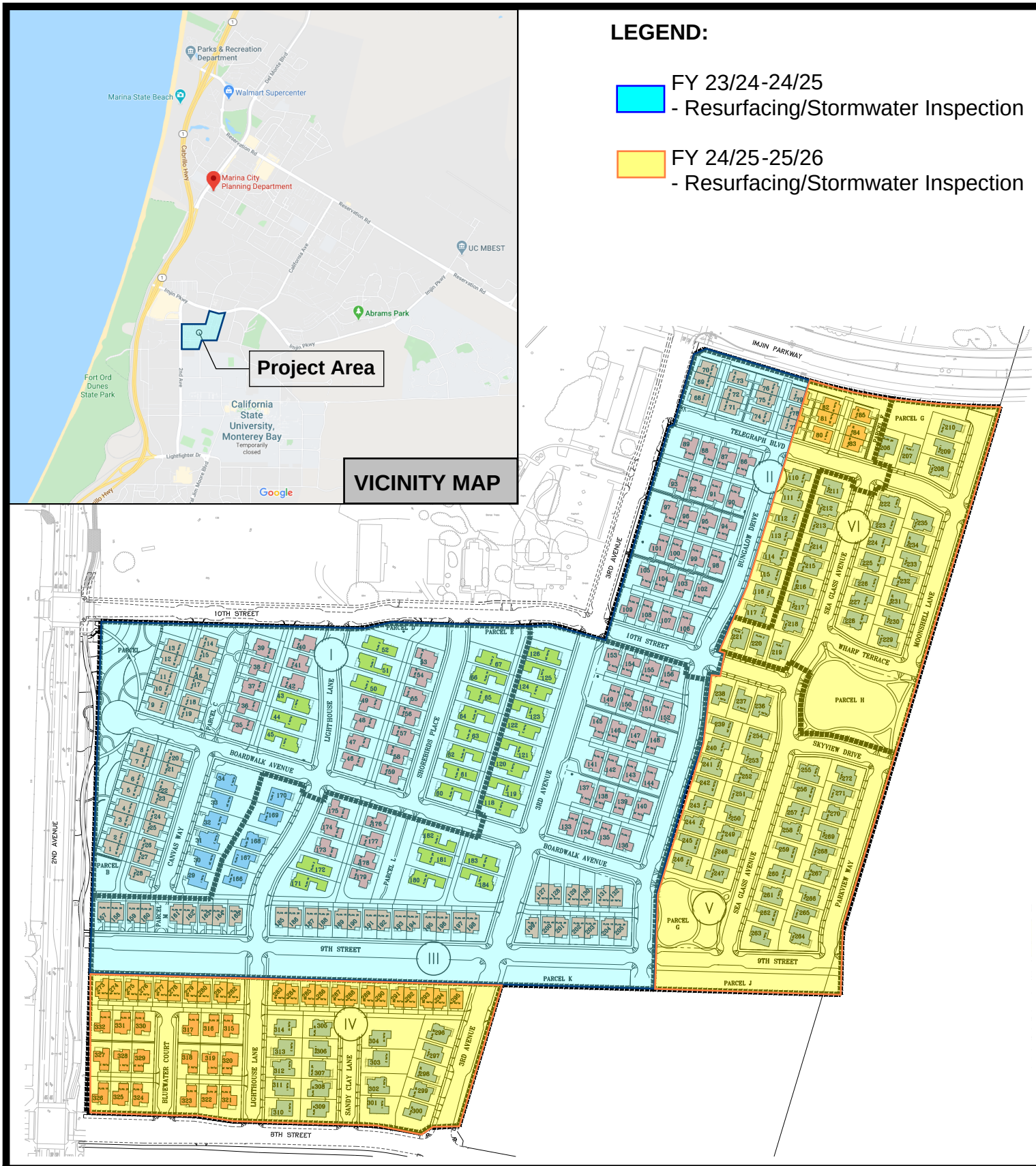
Summary	Estimates FY 2025-2026	Estimates FY 2026-2027	Estimates FY 2027-2028*
Beginning Cash Balance, July 1st	**$ 1,893,111**	**$ 1,978,649**	**$ 2,004,763**
[(a)] **Total Special Tax Revenue**	$ 361,349	$ 307,348	$ 307,348
[(b)] **Expenditures**			
Maintenance Services			
Facilities Maintenance	$ 25,386	$ 26,139	$ 26,916
Maintenance Cycle Deposit	$ 157,149	$ 161,816	$ 166,622
Construction Cost (Slurry Seal)	$ 85,560	$ 85,560	$ -
Administrative Services			
Financial Administration	$ 4,948	$ 4,948	$ 4,948
Cost Allocation Charges	$ 2,770	$ 2,770	$ 2,770
[(c)] **Total Services Costs**	**$ 275,812**	**$ 281,233**	**$ 201,255**
Ending Fund Balance, June 30th	**$ 1,978,649**	**$ 2,004,763**	**$ 2,110,856**

[(a)] *Maximum Assessment per Rate of Apportionment is $557.80 per parcel & $6,617.41 per undeveloped acre for FY 26/27 (ENR Construction Cost Index increase of 2.97%).*

[(b)] Expenditures for FY 25/26 are estimated with City acceptance of CFD improvements, including a slurry seal for various streets.

[(c)] Total Services Costs include Facilities Maintenance and Administration expenditures. Deposits are held for schedule maintenance projects.

* Revenue and Expenditures for Fiscal Year 2027-28 are only estimates and subject to change.



PUBLIC WORKS DEPARTMENT
CITY OF MARINA
211 HILLCREST AVENUE
MARINA, CALIFORNIA 93933

PH: (831) 884-1212
FAX: (831) 384-0425

N

The Dunes 2015-01 Community Facilities District

Maintenance Exhibit

SCALE: NONE

Exhibit C

07/12/23

Exhibit D
Dunes Community Facilities District 2015-01
Maintenance Summary

Pavement Maintenance Cycle

Description	Cycle Period
Slurry Seal	Year 7, Year 14
Overlay	Year 21
Street Sweeping	Semi-Monthly

Sidewalk/Curb & Gutter Maintenance Cycle

Description	Cycle Period
Replacement	35 Year Life
Inspection/Repair	Annually

Streetlights Maintenance Cycle

Description	Cycle Period
Replacement	25 Year Life
Inspection/Repairs	Annually

Storm Drain/Infiltration System Maintenance Cycle

Description	Cycle Period
Replacement	50 Year Life
Vacuum/Deep Clean	Every 5 years
Inspection/Repairs	Annually

July 2, 2026 Item No. **10f(8)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2026-, CONFIRMING LEVY OF THE SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2024-1 (THE DUNES) FOR FISCAL YEAR 2026-27 AS AUTHORIZED BY ORDINANCE NO. 2024-11; AND RESOLUTION NO. 2026-, CERTIFYING CITY OF MARINA COMPLIANCE WITH STATE LAW (PROPOSITION 218) WITH RESPECT TO A SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2024-1 AS AUTHORIZED BY ORDINANCE NO. 2024-11 FOR FISCAL YEAR 2026-27

RECOMMENDATION:
It is requested that the City Council:

1. Consider adopting Resolution No. 2026-, confirming levy of the special tax for the City of Marina Community Facilities District No. 2024-1 (The Dunes) for Fiscal Year 2026-27 as authorized by Ordinance No. 2024-11, and;

2. Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to a special tax for the City of Marina Community Facilities District No. 2024-1 as authorized by Ordinance No. 2024-11 for Fiscal Year 2026-27

BACKGROUND:
Pursuant to a special election held on November 6, 2024, on November 19, 2024, the City Council unanimously passed Ordinance No. 2024-11, forming the City of Marina Community Facilities District No. 2024-1 (commonly referred to as The Dunes CFD). Ordinance 2024-11 also authorized an annual special tax levy for the purpose of administration and services of District maintenance of streets, sidewalks, curb & gutters, street lighting and storm drains. The total special tax for the first levied fiscal year 2026-27 is detailed in **EXHIBIT A**.

Each subsequent fiscal year, Ordinance 2024-11 requires the special tax to be adjusted by the escalation factor defined as the lesser of the percentage increase, if any, in the Construction Cost Index for the San Francisco region in the twelve (12)-month period ending June 1 of the prior Fiscal Year, as published in the Engineering News Record or four percent (4.0%). If, in any Fiscal Year, it is determined that the Construction Cost Index decreased in the prior Fiscal Year, the Escalation Factor shall be zero and no decrease in the Maximum Special Taxes shall be calculated.

Except for the Constitutionally-limited 1% ad valorem tax, the Monterey County Auditor-Controller will not place taxes, assessments, fees or charges on the rolls unless the City Council certifies by resolution that the City is in compliance with Proposition 218, the 1996 '*Right to Vote on Taxes Act*' with respect to each such tax. A certification resolution must contain hold harmless and indemnification provisions for administrative expenses of the County associated with collection of the City's taxes, assessments, fees and charges placed on the rolls. The certification, along with copies of the resolution setting the tax and certain other documentation, must be submitted to the County no later than August 1, 2026.

ANALYSIS:
For the special levies for District's operations which must be included in the certification adopted by the Council, see Exhibit A.

FISCAL IMPACT:
Special Taxes finance the Community Facilities District approved maintenance. Total to be credited to the district is as follows:

The Dunes 2024-1 Community Facilities District
$ 688,007 through Special Tax Levy

CONCLUSION:
This request is submitted for City Council consideration and possible action.

Respectfully submitted,

_____
Edrie Delos Santos, P.E.
Engineering Division
Public Works Department

REVIEWED/CONCUR:

_____
Alma Gonzalez
Accounting Services Manager
City of Marina

_____
Ismael Hernandez
Public Works Director
City of Marina

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CERTIFYING COMPLIANCE WITH STATE LAW (PROPOSITION 218) WITH RESPECT TO LEVYING OF SPECIAL TAXES ON BEHALF OF CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2024-1 FOR FISCAL YEAR 2026-2027

WHEREAS, the City of Marina "Public Agency" requests that the Monterey County Auditor-Controller enter those general or special taxes, assessments, or property-related Fees or charges identified in Exhibit "A" on the tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2026-27

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Public Agency hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit "A", regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statues, or in the applicable law of the State of California.

2. The Public Agency further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees, and agents, with regards to the handling of the Cd or electronic file identified as Exhibit "A", the Public Agency shall be solely liable and responsible for defending, at its sole expense, cost, and risk, each and every action, suit, or other proceeding brought against the County of Monterey, its officers, employees, and agents for every claim, demand, or challenge to the levying or imposition of the general or special taxes, assessments, or property –related fees or charges identified in Exhibit "A" and that it shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees, and agents on every such action, suit, or other proceeding, including all claims for refunds and interest thereon, legal fees and court costs, and administrative expenses of the County of Monterey to correct the tax rolls.

PASSED AND ADOPTED by the City of Marina City Council at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Shepherd-Sharp, Deputy City Clerk

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CONFIRMING LEVY OF A SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2024-1 AS AUTHORIZED BY ORDINANCE NO. 2024-11 FOR FISCAL YEAR 2026-27

WHEREAS, Ordinance 2024-11 authorized the levy of a special tax for the benefit of The City of Marina Community Facilities District 2024-1 starting in Fiscal Year 2026-27 and increasing by the lesser of 4% or the Construction Cost Index as published in the Engineering News Record (ENR) from the previous approved Maximum Special Tax.

WHEREAS the Administrator has calculated the maximum Fiscal Year 2026/27 special tax to be as described in Exhibit A to this resolution, and;

WHEREAS, the CFD administrator having further considered the special tax requirements in accordance with Exhibit A to Ordinance 2024-11, by which Community Facilities District 2024-1 was established and continues, has determined that the special taxes for fiscal year 2026-27 be assessed per Exhibit A to this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina that:

1. The City does hereby confirm the diagram and assessment as described in the Engineer's Report on file with the City Clerk.
2. The City does hereby order the levy and collection of said assessment per Exhibit A of this resolution for FY 2026/27 assessment for The Dunes CFD No. 2024-1.
3. It is the intention of the City of Marina that any monetary advance made by it during any fiscal year to cover a deficit in the improvement fund of Community Facilities District No. 2024-1 shall be repaid from the next annual assessments levied and collected within Community Facilities District No. 2024-1
4. The City Clerk is hereby authorized and directed to file a certified copy of said diagram and assessment with the Monterey County Auditor prior to August 1, 2026.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

EXHIBIT A

ATTACHMENT TO RESOLUTION NO. 2026-____ OF THE CITY OF MARINA, COUNTY OF MONTEREY, CALIFORNIA, CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO THE LEVYING OF SPECIAL TAX

FISCAL YEAR 2026-27

SPECIAL TAXES:

City of Marina CFD No. 2024-1 (The Dunes West Side Services)

Special Tax Levy Summary			
Tax Zone 1 (1)			
Developed Property	$1,899.36 $2,136.76 $2,018.06 $2,374.18	22 Units 62 Units 18 Units 48 Units	$41,785.92 $132,479.12 $36,325.08 $113,960.64
Undeveloped Property	$1,899.36 $2,136.76 $2,018.06 $2,374.18	0 Units 0 Units 2 Units 0 Units	$0.00 $0.00 $4,036.12 $0.00
Tax Zone 2			
Developed Property Single Family Detached Single Family Attached Non-Residential	 $2,374.18 $2,018.06 $19,538.60	 42 Units 32 Units 0.00 Acres	 $99,715.56 $64,577.92 $0.00
Undeveloped Property	$7,164.31	27.24 Acres	$195,126.64
Tax Zone 3			
Developed Property Single Family Detached Single Family Attached Non-Residential	 $2,374.18 $2,136.76 $6,633.56	 0 Units 0 Units 0.00 Acres	 $0.00 $0.00 $0.00
Undeveloped Property	$1,544.60	38.30 Acres	$0.00
Total			**$688,007**

(1) Rates in Tax Zone 1 are assigned on a per parcel basis. Please refer to the fiscal year 2026-27 tax roll which identifies the per parcel rates.

A-1 CITY CFD MAINTENANCE AREAS

THE DUNES PROMENADE

MARINA, CALIFORNIA

OCTOBER 2024

LEGEND

- PUBLIC SIDEWALK
- PAVEMENT
- HC — CURB RAMP
- VERTICAL CURB
- CURB & GUTTER
- STORM DRAIN FILTER BLANKET
- SD — 24" PERFORATED DRAIN PIPE
- STORM DRAIN MANHOLE
- CATCH BASIN
- STREET LIGHTS

0’ 20’ 40’ 80’

SCALE: 1”=40’

WOOD RODGERS
BUILDING RELATIONSHIPS ONE PROJECT AT A TIME
3875 HOPYARD ROAD, STE 345 TEL 925.847.1556
PLEASANTON, CA 94588 FAX 925.847.1557

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A-1 CITY CFD MAINTENANCE AREAS

THE DUNES PROMENADE

MARINA, CALIFORNIA

OCTOBER 2024

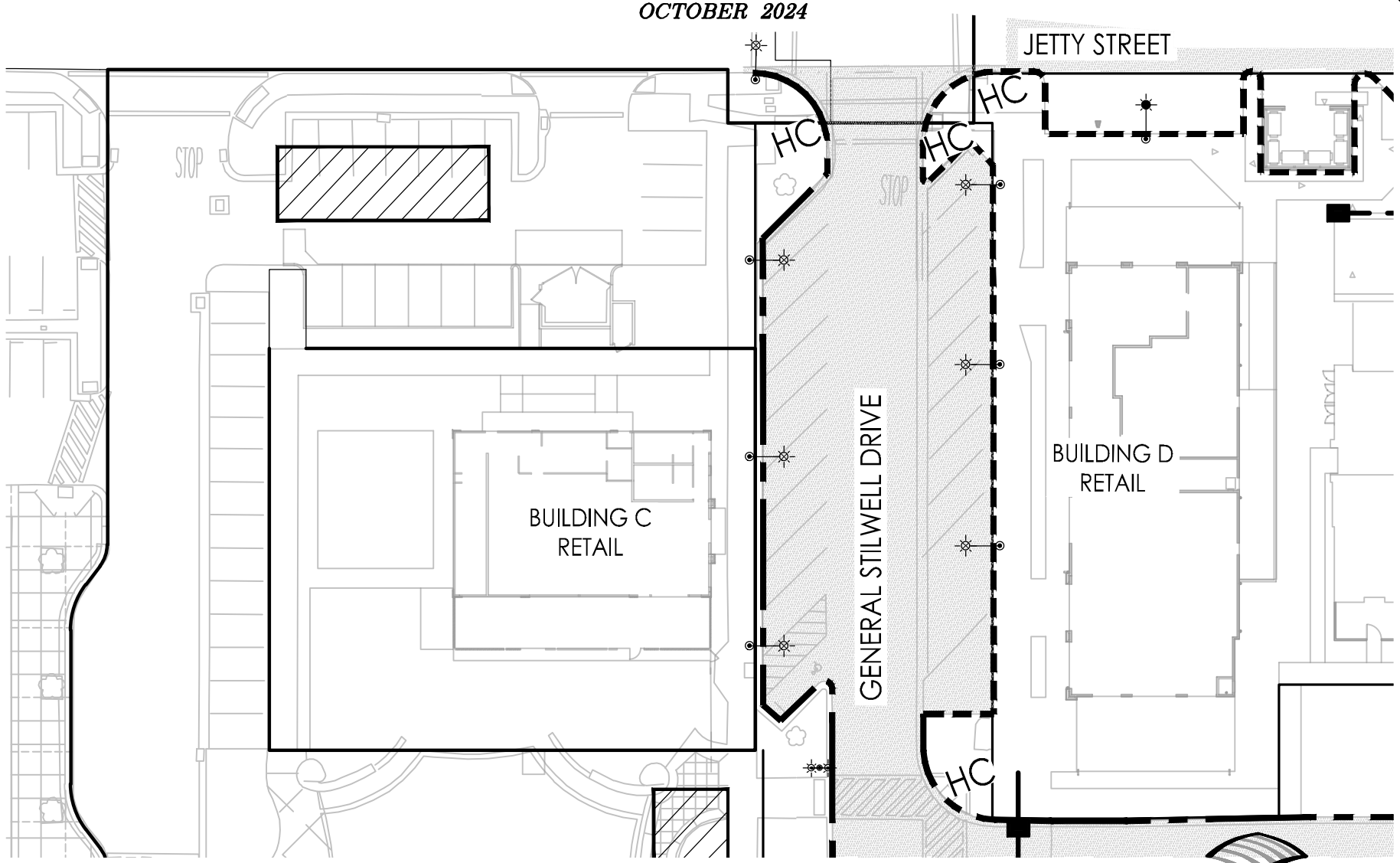

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EXHIBIT B

A-1 CITY CFD MAINTENANCE AREAS

THE DUNES PROMENADE

MARINA, CALIFORNIA

OCTOBER 2024

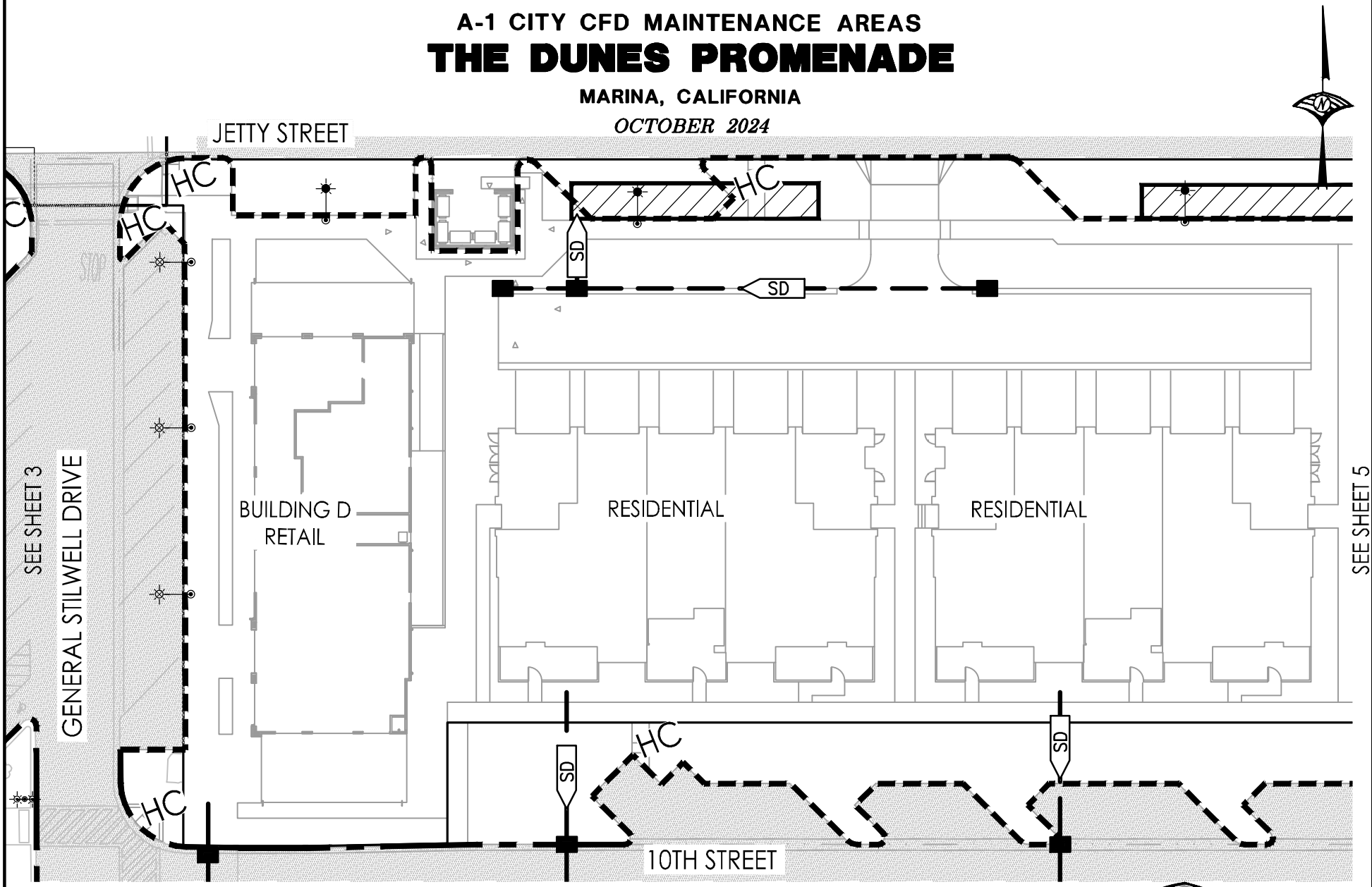

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EXHIBIT B

A-1 CITY CFD MAINTENANCE AREAS

THE DUNES PROMENADE

MARINA, CALIFORNIA

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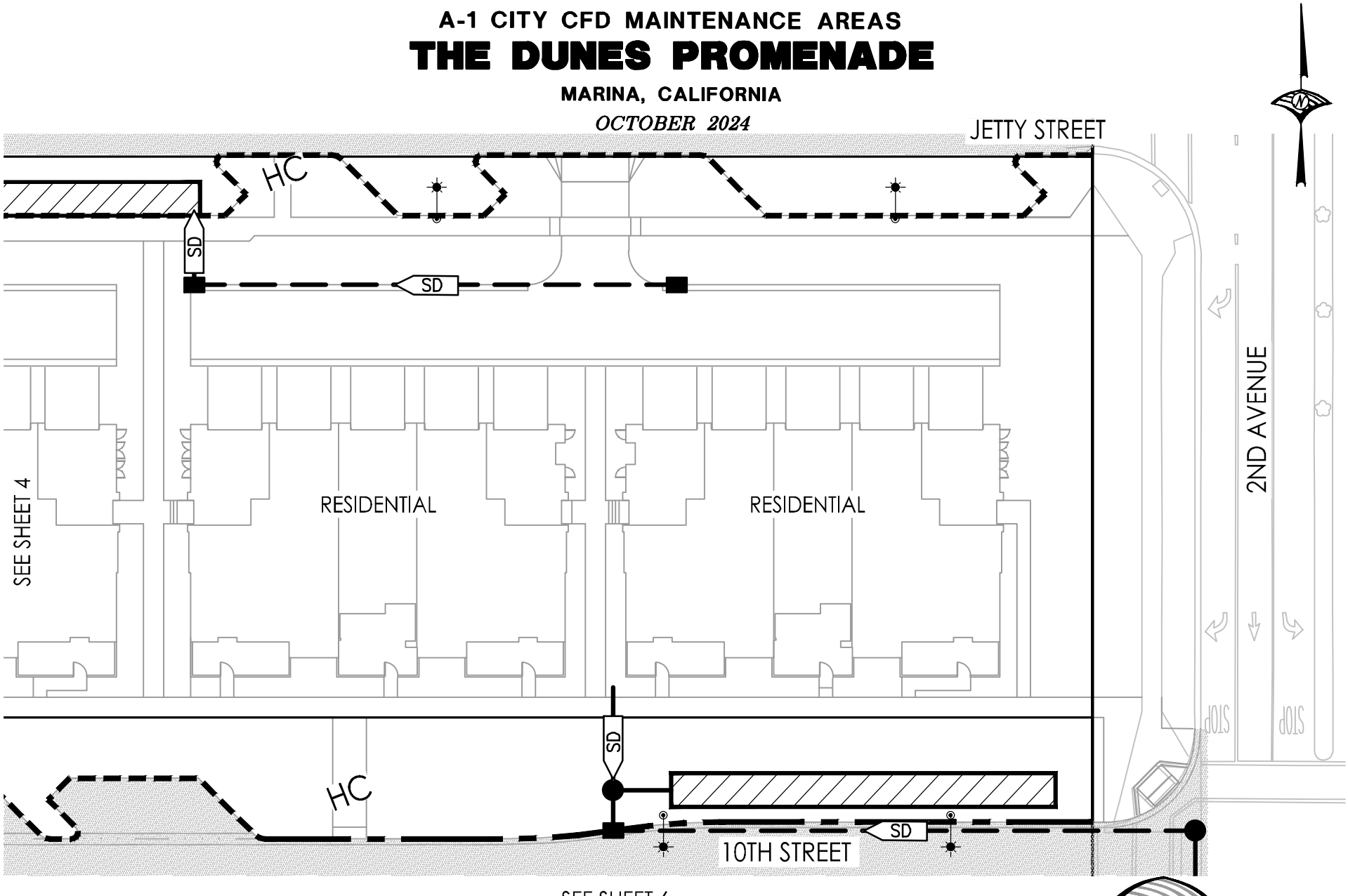

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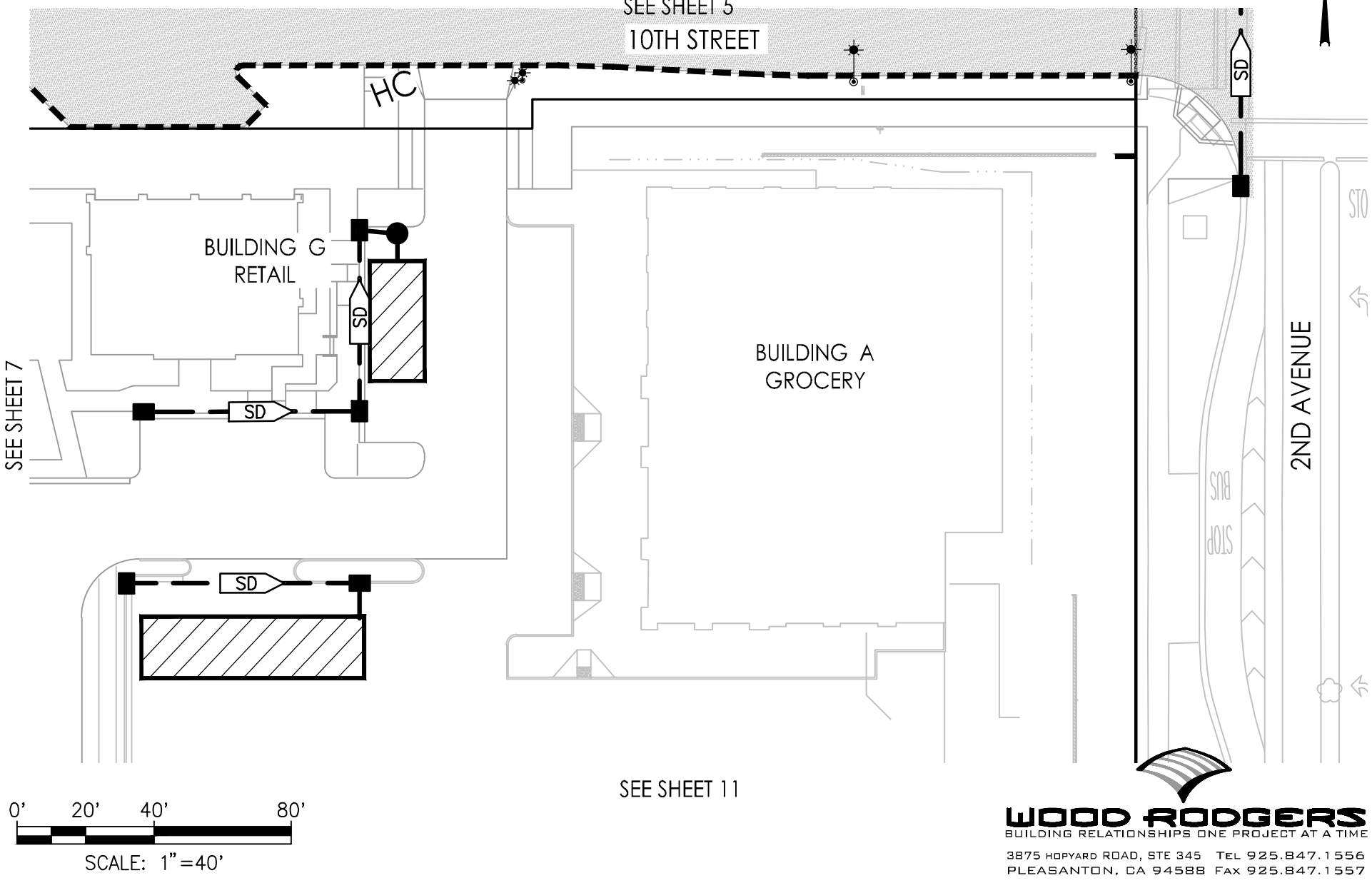

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THE DUNES PROMENADE

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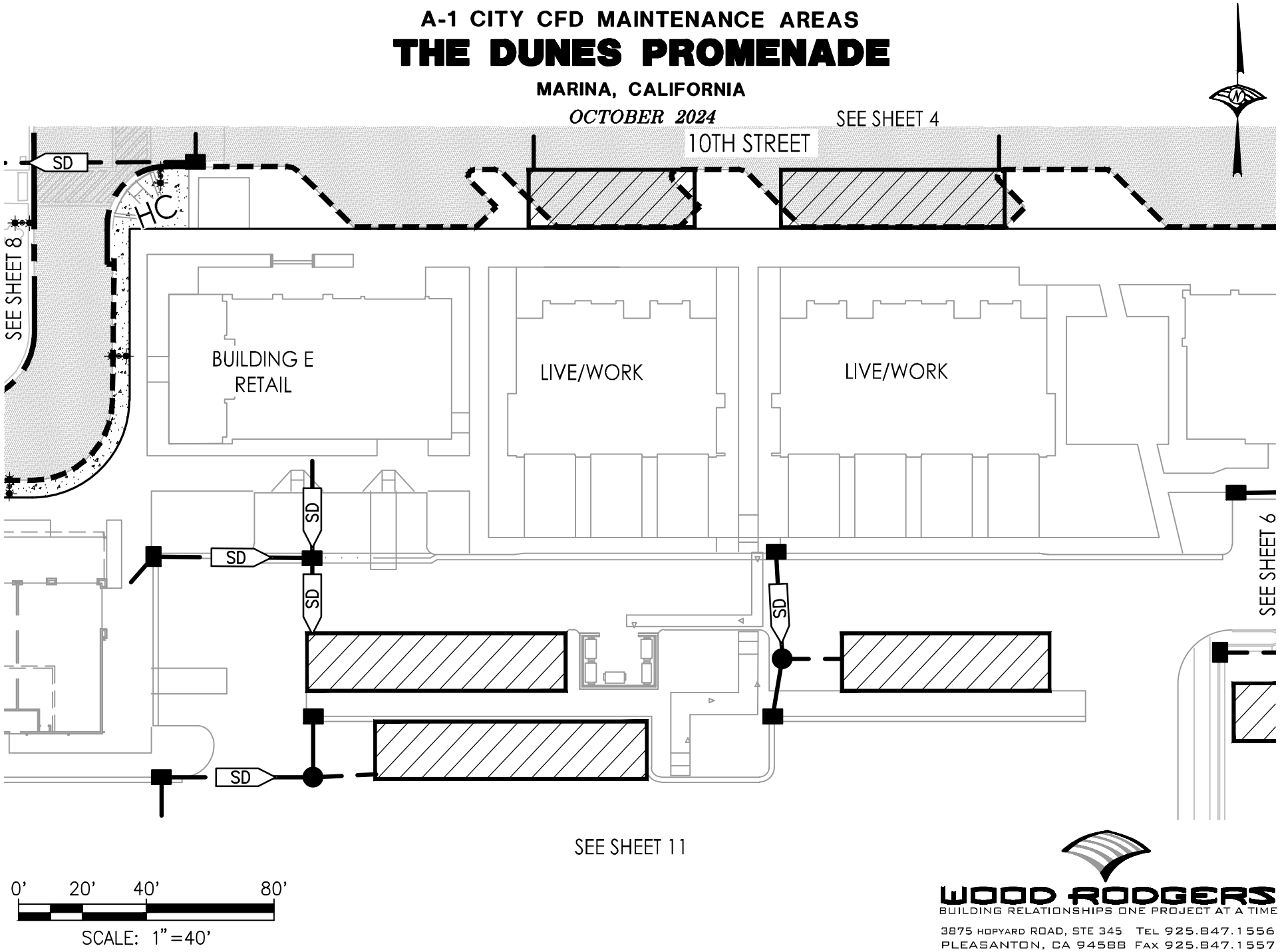

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THE DUNES PROMENADE

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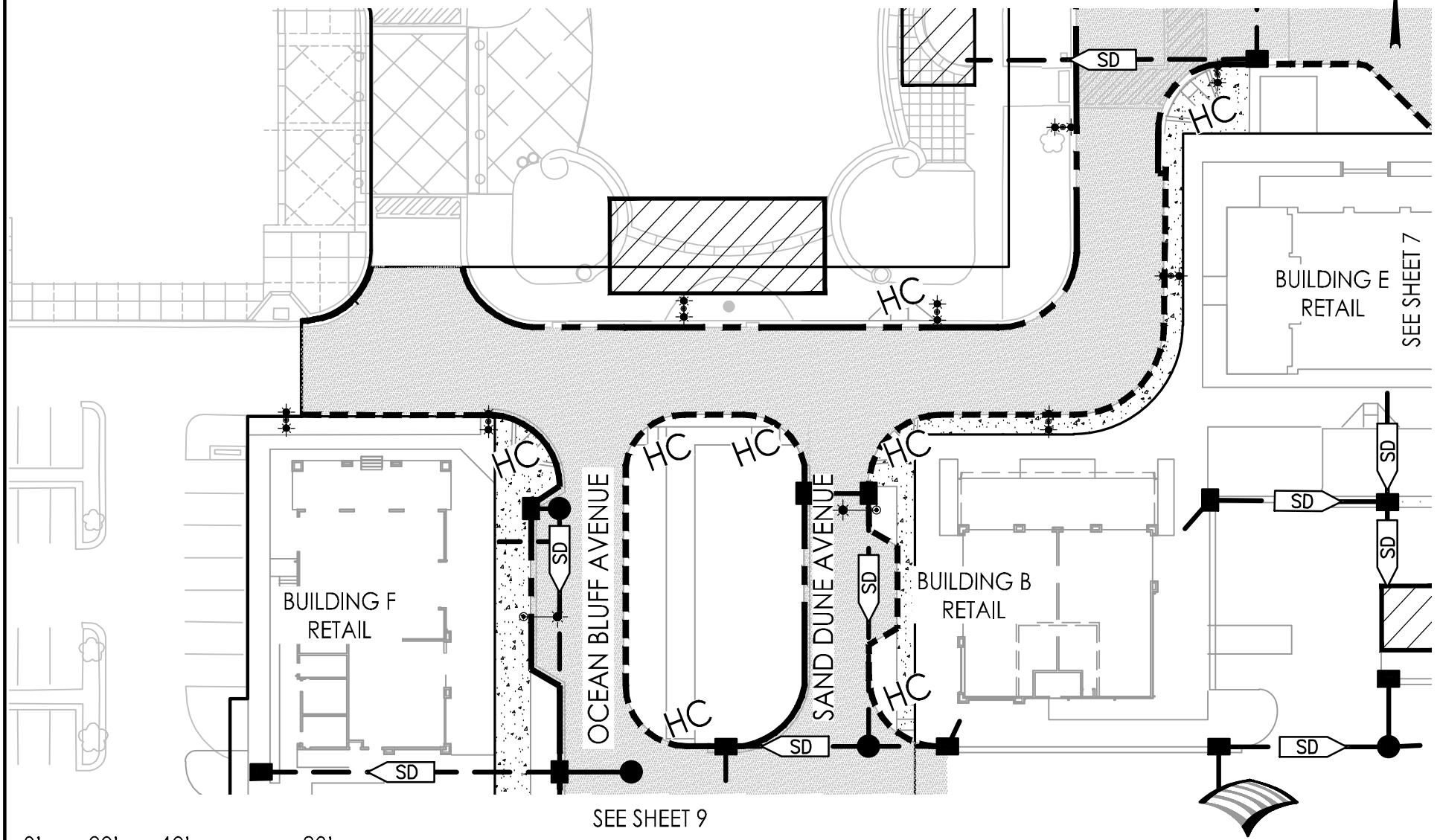

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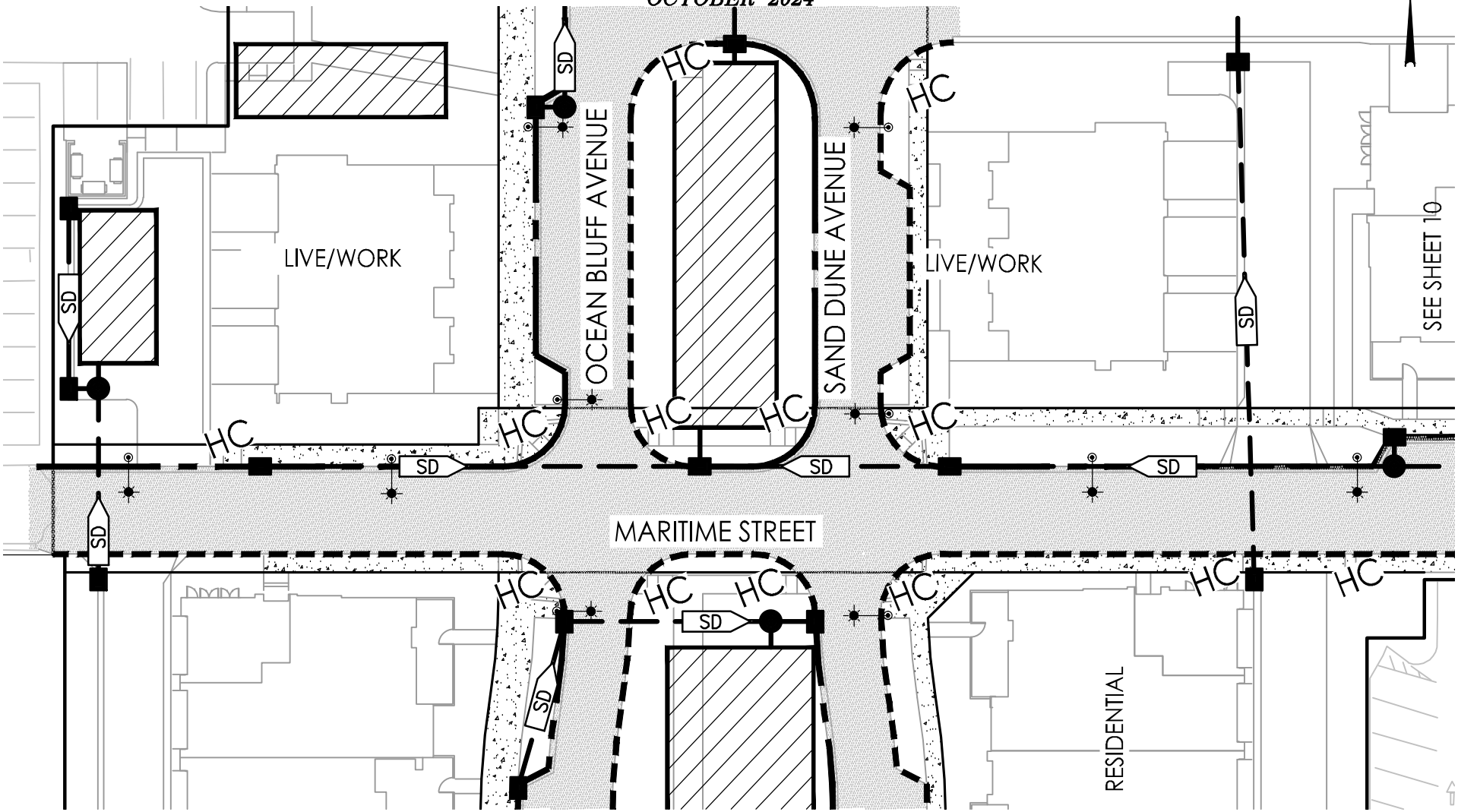

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THE DUNES PROMENADE

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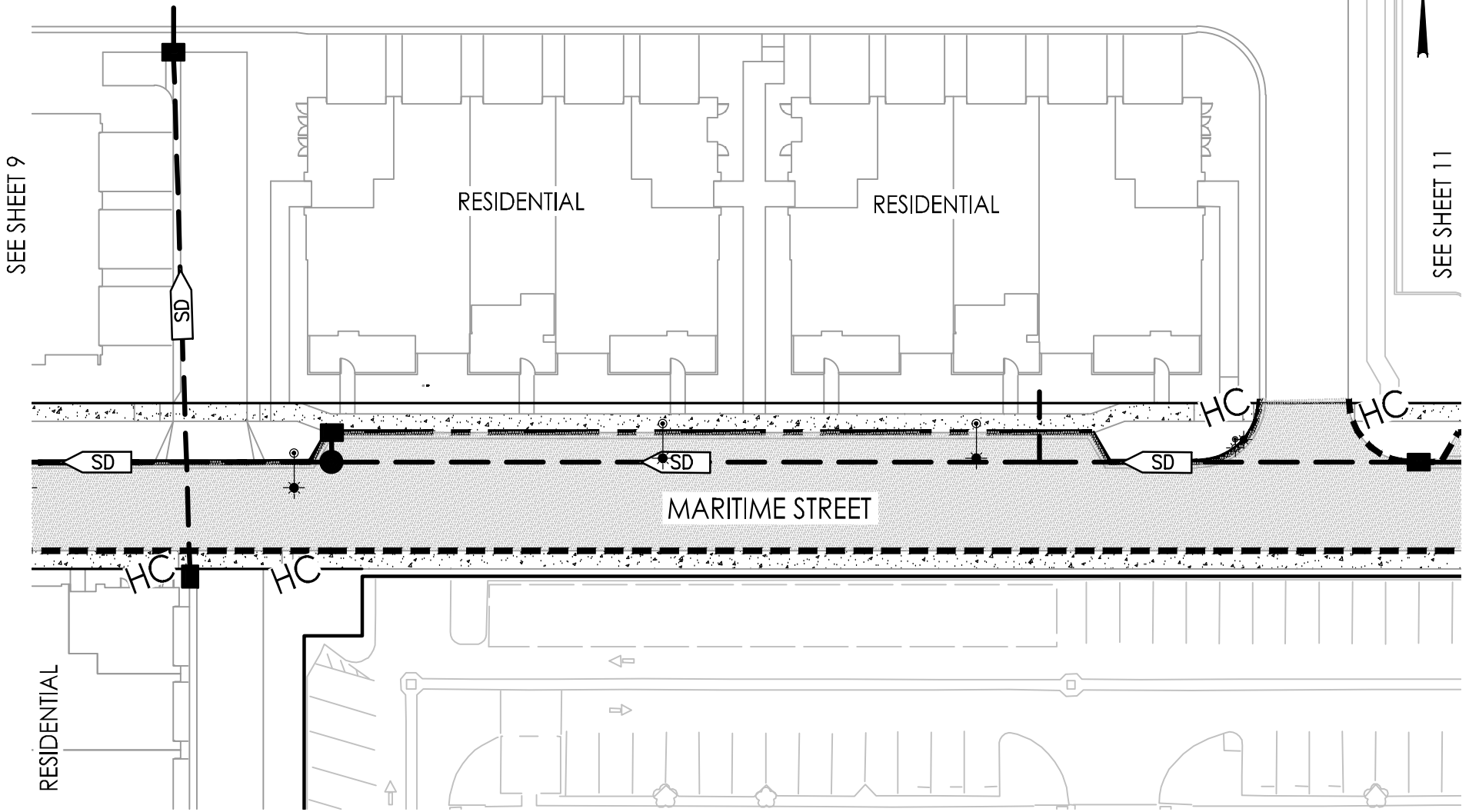

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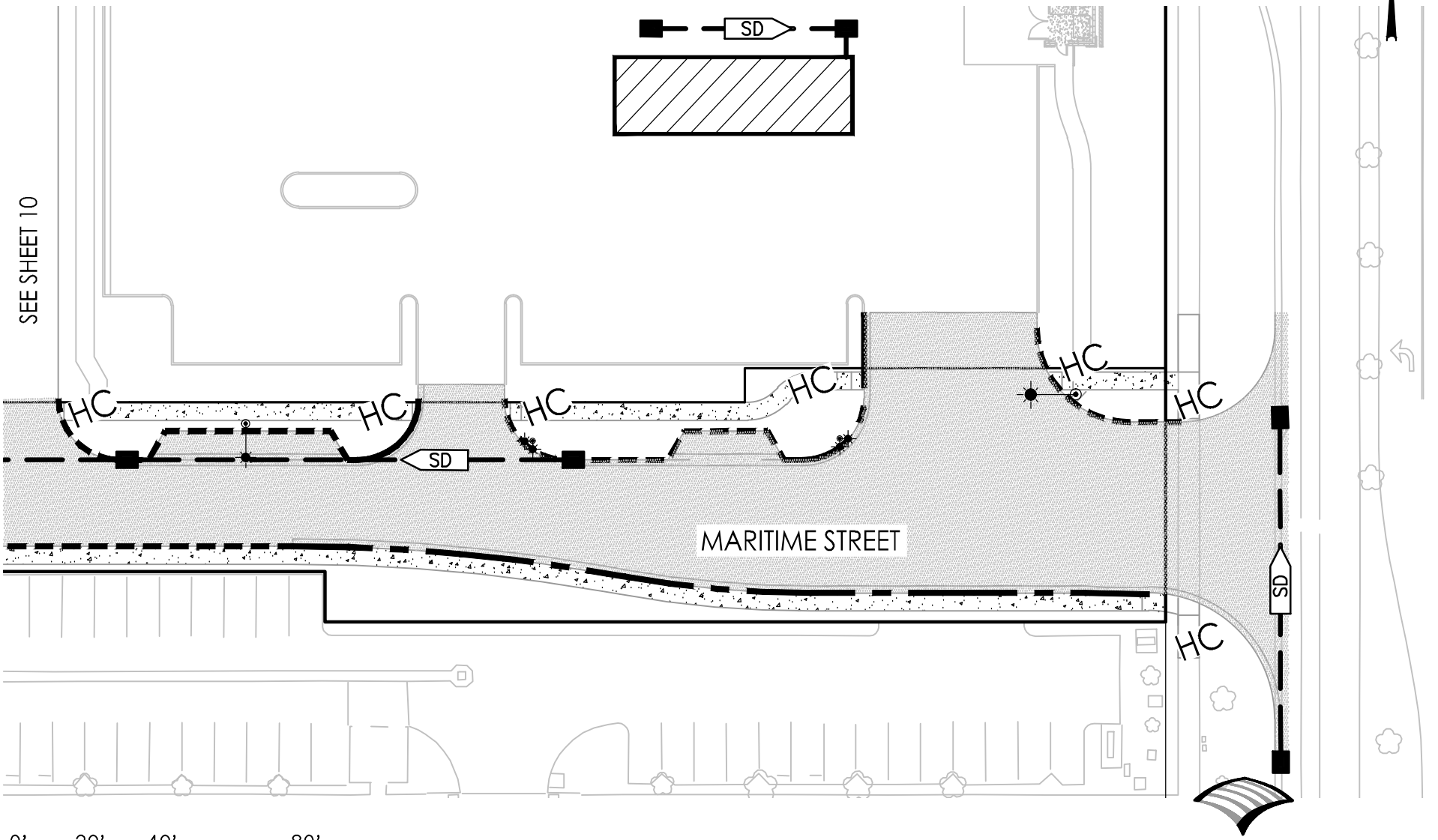
EXHIBIT B

A-1 CITY CFD MAINTENANCE AREAS

THE DUNES PROMENADE

MARINA, CALIFORNIA

OCTOBER 2024



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THE DUNES PROMENADE

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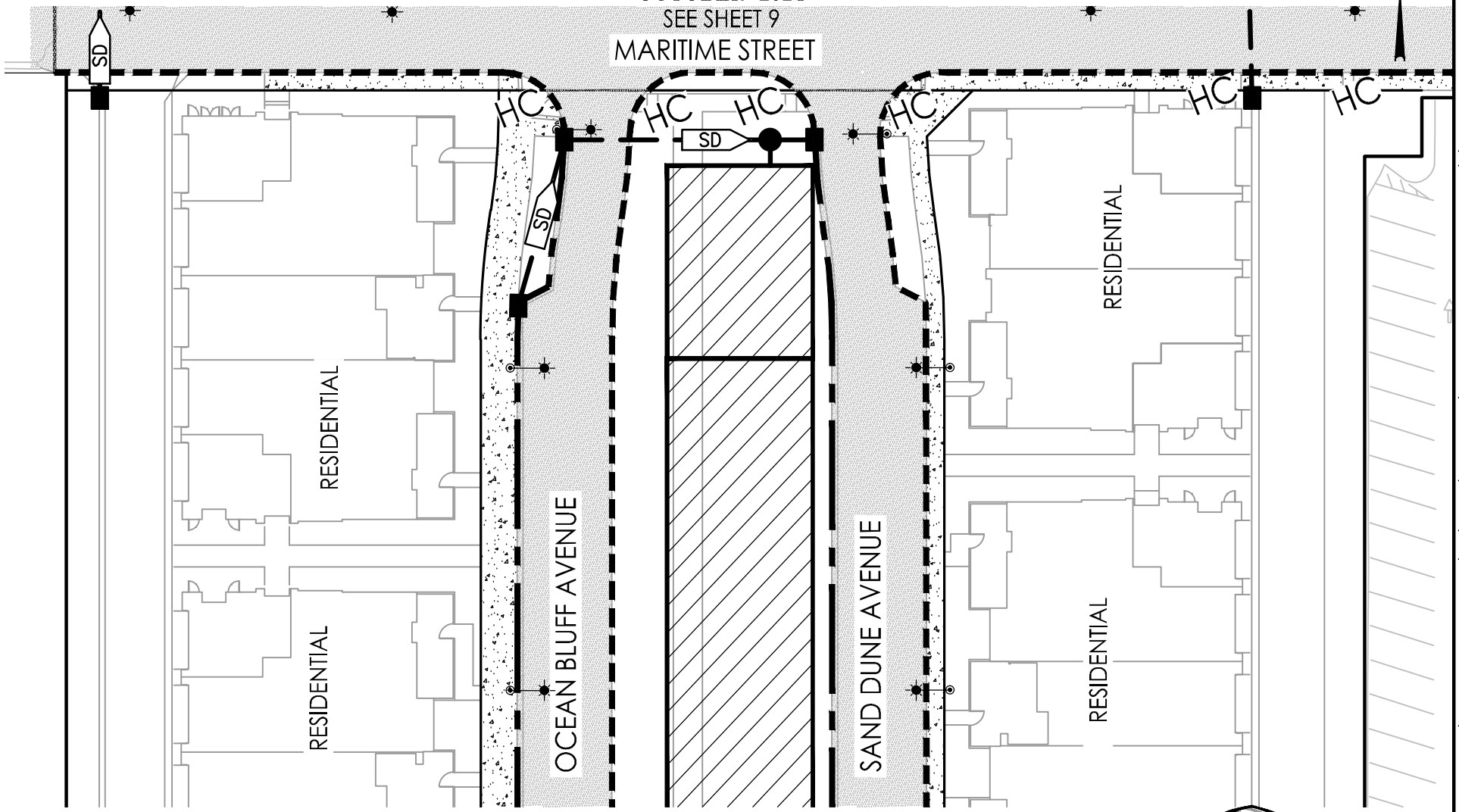
OCTOBER 2024



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A-1 CITY CFD MAINTENANCE AREAS

THE DUNES PROMENADE

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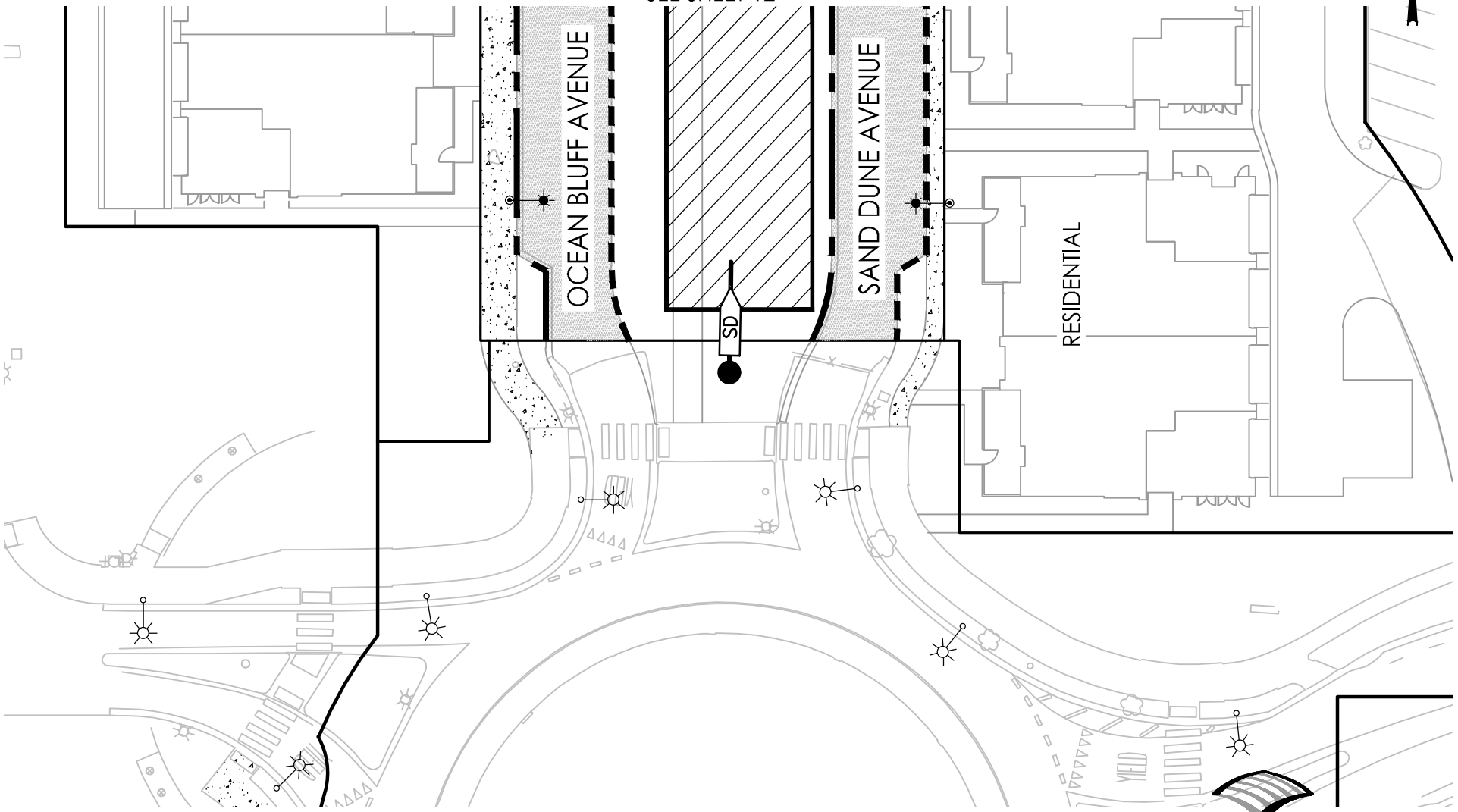
OCTOBER 2024



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June 25, 2026 Item No. **10f(9)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2026-, CONFIRMING LEVY OF THE SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2026-1 (MARINA STATION) FOR FISCAL YEAR 2026-27 AS AUTHORIZED BY ORDINANCE NO. 2026-02; AND RESOLUTION NO. 2026-, CERTIFYING CITY OF MARINA COMPLIANCE WITH STATE LAW (PROPOSITION 218) WITH RESPECT TO A SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2026-1 AS AUTHORIZED BY ORDINANCE NO. 2026-02 FOR FISCAL YEAR 2026-27

RECOMMENDATION:
It is requested that the City Council:

1. Consider adopting Resolution No. 2026-, confirming levy of the special tax for the City of Marina Community Facilities District No. 2026-1 (Marina Station) for Fiscal Year 2026-27 as authorized by Ordinance No. 2026-02, and;

2. Resolution No. 2026-, certifying City of Marina compliance with State law (Proposition 218) with respect to a special tax for the City of Marina Community Facilities District No. 2026-1 as authorized by Ordinance No. 2026-02 for Fiscal Year 2026-27

BACKGROUND:
Pursuant to a special election held March 3, 2026, on March 17, 2026, the City Council unanimously passed Ordinance No. 2026-02, forming the City of Marina Community Facilities District No. 2026-1 (commonly referred to as Marina Station CFD). Ordinance 2026-02 also authorized an annual special tax levy for the purpose of administration and services of District maintenance of streets, sidewalks, curb & gutters, street lighting and storm drains. The total special tax for the first levied fiscal year 2026-27 is detailed in **Exhibit A**.

Each subsequent fiscal year, Ordinance 2026-02 requires the special tax to be adjusted by the escalation factor defined as the lesser of the percentage increase, if any, in the Construction Cost Index for the San Francisco region in the twelve (12)-month period ending June 1 of the prior Fiscal Year, as published in the Engineering News Record or four percent (4.0%). If, in any Fiscal Year, it is determined that the Construction Cost Index decreased in the prior Fiscal Year, the Escalation Factor shall be zero and no decrease in the Maximum Special Taxes shall be calculated.

Except for the Constitutionally-limited 1% ad valorem tax, the Monterey County Auditor-Controller will not place taxes, assessments, fees or charges on the rolls unless the City Council certifies by resolution that the City is in compliance with Proposition 218, the 1996 '*Right to Vote on Taxes Act*' with respect to each such tax. A certification resolution must contain hold harmless and indemnification provisions for administrative expenses of the County associated with collection of the City's taxes, assessments, fees and charges placed on the rolls. The certification, along with copies of the resolution setting the tax and certain other documentation, must be submitted to the County no later than August 1, 2026.

ANALYSIS:
For the special levies for District's operations which must be included in the certification adopted by the Council, see **EXHIBIT A**.

FISCAL IMPACT:
Special Taxes finance the Community Facilities District approved maintenance. Total to be credited to the district is as follows:

Marina Station 2026-1 Community Facilities District
- $ 71,853.94 through Special Tax Levy

Per adopted City Council Resolutions 2026-10 and 2026-28, the special taxes also finance the Community Facilities District bond indebtedness for improvements within Phases 1 and 2 (also known as "Improvement Area No. 1" as follows:

Marina Station 2026-1 Community Facilities District
- $ 53.187.90 through Special Tax Levy

CONCLUSION:
This request is submitted for City Council consideration and possible action.

Respectfully submitted,

_____
Edrie Delos Santos, P.E.
Engineering Division
Public Works Department

REVIEWED/CONCUR:

_____
Alma Gonzalez
Accounting Services Manager
City of Marina

_____
Ismael Hernandez
Public Works Director
City of Marina

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CERTIFYING COMPLIANCE WITH STATE LAW (PROPOSITION 218) WITH RESPECT TO LEVYING OF SPECIAL TAXES ON BEHALF OF CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2026-1 FOR FISCAL YEAR 2026-2027

WHEREAS, the City of Marina "Public Agency" requests that the Monterey County Auditor-Controller enter those general or special taxes, assessments, or property-related Fees or charges identified in Exhibit "A" on the tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2026-27

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Public Agency hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit "A", regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statues, or in the applicable law of the State of California.

2. The Public Agency further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees, and agents, with regards to the handling of the Cd or electronic file identified as Exhibit "A", the Public Agency shall be solely liable and responsible for defending, at its sole expense, cost, and risk, each and every action, suit, or other proceeding brought against the County of Monterey, its officers, employees, and agents for every claim, demand, or challenge to the levying or imposition of the general or special taxes, assessments, or property –related fees or charges identified in Exhibit "A" and that it shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees, and agents on every such action, suit, or other proceeding, including all claims for refunds and interest thereon, legal fees and court costs, and administrative expenses of the County of Monterey to correct the tax rolls.

PASSED AND ADOPTED by the City of Marina City Council at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Shepherd-Sharp, Deputy City Clerk

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY OF MARINA CONFIRMING LEVY OF A SPECIAL TAX FOR THE CITY OF MARINA COMMUNITY FACILITIES DISTRICT NO. 2026-1 AS AUTHORIZED BY ORDINANCE NO. 2026-02 FOR FISCAL YEAR 2026-27

WHEREAS, Ordinance 2026-02 authorized the levy of a special tax for the benefit of The City of Marina Community Facilities District 2026-1 starting in Fiscal Year 2026-27 and increasing by the lesser of 4% or the Construction Cost Index as published in the Engineering News Record (ENR) from the previous approved Maximum Special Tax, and;

WHEREAS the Administrator has calculated the maximum Fiscal Year 2026/27 special tax to be as described in Exhibit A to this resolution, and;

WHEREAS, the CFD administrator having further considered the special tax requirements in accordance with Exhibit A to Ordinance 2026-02, by which Community Facilities District 2026-1 was established and continues, has determined that the special taxes for fiscal year 2026-27 be assessed per Exhibit A to this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina that:

1. The City does hereby confirm the diagram and assessment as described in the Engineer's Report on file with the City Clerk.
2. The City does hereby order the levy and collection of said assessment per Exhibit A of this resolution for FY 2026/27 assessment for Marina Station CFD No. 2026-1.
3. It is the intention of the City of Marina that any monetary advance made by it during any fiscal year to cover a deficit in the improvement fund of Community Facilities District No. 2026-1 shall be repaid from the next annual assessments levied and collected within Community Facilities District No. 2026-1
4. The City Clerk is hereby authorized and directed to file a certified copy of said diagram and assessment with the Monterey County Auditor prior to August 1, 2026.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

EXHIBIT A

ATTACHMENT TO RESOLUTION NO. 2026-____ OF THE CITY OF MARINA, COUNTY OF MONTEREY, CALIFORNIA, CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO THE LEVYING OF SPECIAL TAX

FISCAL YEAR 2026-27

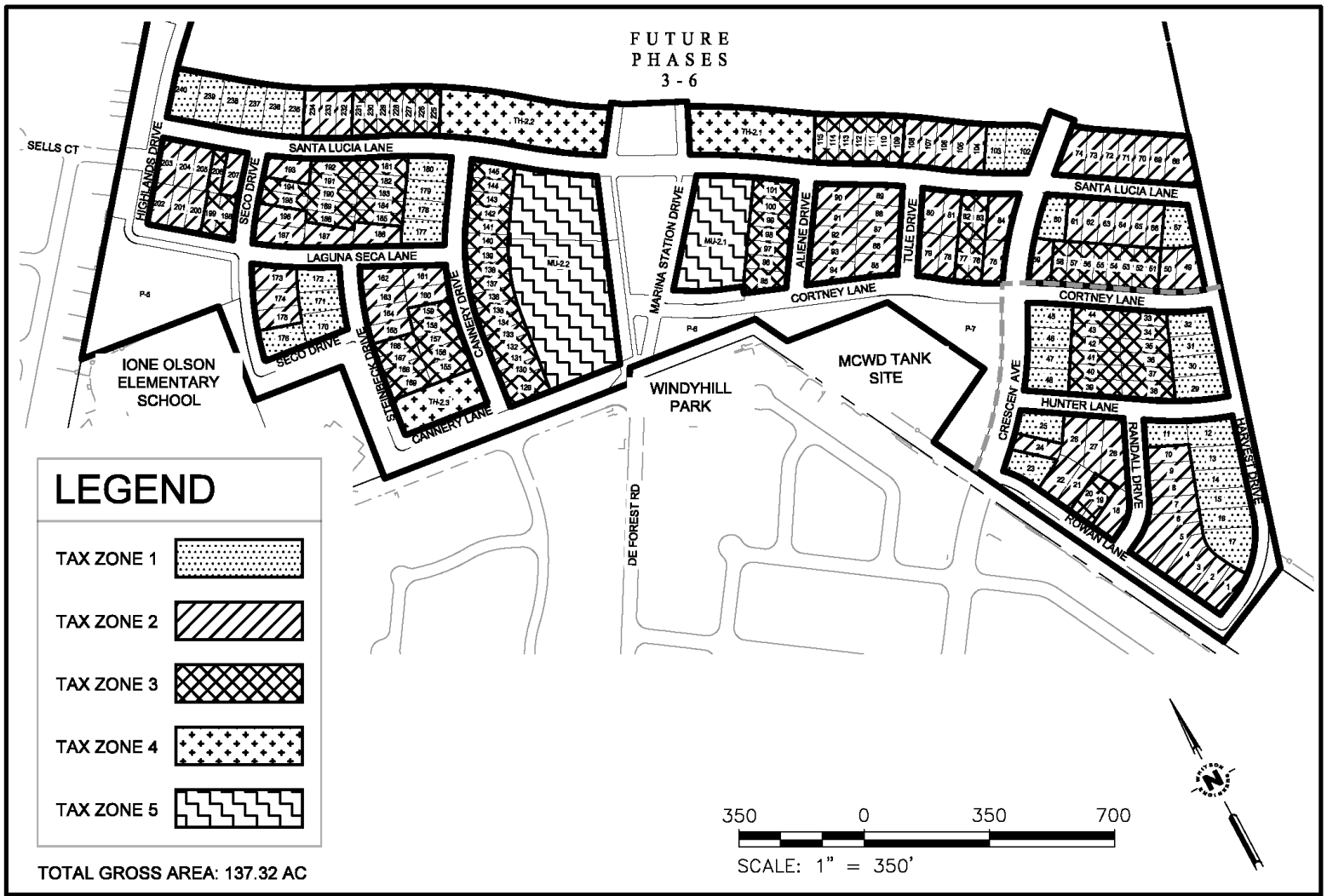
SPECIAL TAXES: City of Marina CFD No. 2026-1 (Marina Station)

Facilities Special Tax Levy Summary			
Tax Zone 1			
Developed Property			
Single Family Property	$1,932.90	6 Units	$11,597.40
Multi-Family Property	$19,329.00	0.0 Acres	$0.00
Other Property	$19,329.00	0.00 Acres	$0.00
Final Map Property	$1,932.90	29 Lots	$0.00
Undeveloped Property	$19,329.00	0.00 Acres	$0.00
Tax Zone 2			
Developed Property			
Single Family Property	$1,761.54	13 Units	$22,900.02
Multi-Family Property	$22,341.06	0.0 Acres	$0.00
Other Property	$22,341.06	0.00 Acres	$0.00
Final Map Property	$1,761.54	65 Lots	$0.00
Undeveloped Property	$22,341.06	0.00 Acres	$0.00
Tax Zone 3			
Developed Property			
Single Family Property	$1,557.54	12 Units	$18,690.48
Multi-Family Property	$26,874.96	0.0 Acres	$0.00
Other Property	$26,874.96	0.00 Acres	$0.00
Final Map Property	$1,557.54	76 Lots	$0.00
Undeveloped Property	$26,874.96	0.00 Acres	$0.00
Tax Zone 4			
Developed Property			
Single Family Property	$1,144.44	0 Units	$0.00
Multi-Family Property	$29,363.76	0.0 Acres	$0.00
Other Property	$29,363.76	0.00 Acres	$0.00
Final Map Property	$1,144.44	0 Lots	$0.00
Undeveloped Property	$29,363.76	3.17 Acres	$0.00
Tax Zone 5			
Developed Property			
Single Family Property	$1,144.44	0 Units	$0.00
Multi-Family Property	$0.00	0.0 Acres	$0.00
Other Property	$21,930.00	0.00 Acres	$0.00
Final Map Property	$1,144.44	0 Lots	$0.00
Undeveloped Property	$0.00	4.66 Acres	$0.00
Total			**$53,187.90**

Services Special Tax Levy Summary			
Tax Zone 1			
Developed Property			
Single Family Property	$2,639.22	6 Units	$15,835.32
Multi-Family Property	$26,392.17	0.0 Acres	$0.00
Other Property	$26,392.17	0.00 Acres	$0.00
Final Map Property	$2,639.22	29 Lots	$0.00
Undeveloped Property	$26,392.17	0.00 Acres	$0.00

Tax Zone 2			
Developed Property			
Single Family Property	$2,377.66	13 Units	$30,909.58
Multi-Family Property	$30,155.86	0.0 Acres	$0.00
Other Property	$30,155.86	0.00 Acres	$0.00
Final Map Property	$2,377.66	65 Lots	$0.00
Undeveloped Property	$30,155.86	0.00 Acres	$0.00
Tax Zone 3			
Developed Property			
Single Family Property	$2,092.43	12 Units	$25,109.04
Multi-Family Property	$36,104.66	0.0 Acres	$0.00
Other Property	$36,104.66	0.00 Acres	$0.00
Final Map Property	$2,092.43	76 Lots	$0.00
Undeveloped Property	$36,104.66	0.00 Acres	$0.00
Tax Zone 4			
Developed Property			
Single Family Property	$1,687.74	0 Units	$0.00
Multi-Family Property	$43,303.55	0.0 Acres	$0.00
Other Property	$43,303.55	0.00 Acres	$0.00
Final Map Property	$1,687.74	0 Lots	$0.00
Undeveloped Property	$43,303.55	3.17 Acres	$0.00
Tax Zone 5			
Developed Property			
Single Family Property	$1,687.74	0 Units	$0.00
Multi-Family Property	$926.76	0.0 Acres	$0.00
Other Property	$38,279.46	0.00 Acres	$0.00
Final Map Property	$1,687.74	0 Lots	$0.00
Undeveloped Property	$38,279.46	4.66 Acres	$0.00
Total			**$71,853.94**

EXHIBIT B TO STAFF REPORT



Whitson ENGINEERS

MARINA STATION

MARINA CALIFORNIA

PHASE 1 & 2 TAX ZONE MAP

DRAWING PATH: T:\Monterey Projects\4105 - Marina Station\CAD\EXHIBITS\xb-CFD-TAX.dwg

DATE:	12/13/2024
SCALE:	1" = 350'
DRAWN:	IPB
CHECKED:	APH
PROJECT No.:	4105.02

SHEET 1 OF 1

WHITSON ENGINEERS - 6 HARRIS COURT - MONTEREY, CALIFORNIA 93940 - TEL (831) 649-5225 - FAX (831)373-5065 - WWW.WHITSONENGINEERS.COM

July 2, 2026 Item No. **10f(10)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL CONDISER ADOPTING RESOLUTION NO. 2026- , APPOINTING COURTNEY S. LINDBERG AS INTERIM CITY MANAGER

REQUEST: It is recommended that the City Council:

1. Adopt Resolution No. 2026-, appointing Courtney S. Lindberg as Interim City Manager, effective July 18, 2026, to serve until the newly appointed City Manager assumes the position.

BACKGROUND

Current City Manager Layne Long will retire effective July 17, 2026. Shall the next City Managers contract be approved at the July 7, 2026, meeting, the anticipated start date would occur later in July or August 2026. To ensure continuity of operations during this transition period, the City Council is requested to appoint an Interim City Manager.

ANALYSIS

Marina Municipal Code Chapter 2.08 establishes the office of the City Manager and provides that the City Council shall appoint the City Manager based upon administrative and executive ability and qualifications. The City Manager serves at the pleasure of the City Council and is responsible for the administration of the City's operations and the duties set forth in Marina Municipal Code Section 2.08.070.

Appointment of an Interim City Manager will ensure uninterrupted executive leadership and continuity of municipal operations until the newly appointed City Manager begins employment.

FISCAL IMPACT

Any compensation associated with the Interim City Manager appointment is included within the adopted Fiscal Year 2026-27 budget or will be accommodated within existing appropriations.

CONCLUSION:

This request is submitted for City Council consideration and approval.

Respectfully submitted,

_____

Belinda Varela,
Director Human Resources & Risk Management
City of Marina

REVIEWED/CONUR:

_____

Layne Long
City Manager
City of Marina

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCNIL OF THE CITY OF MARINA APPOINTING COURTNEY S. LINDBERG AS INTERIM CITY MANAGER

WHEREAS, Chapter 2.08 of the Marina Municipal Code establishes the Office of the City Manager; and

WHEREAS, Marina Municipal Code Section 2.08.010 provides that the City Council shall appoint the City Manager based upon administrative and executive ability and qualifications, and that the City Manager shall serve at the pleasure of the City Council; and

WHEREAS, the current City Manager, Layne Long, will retire effective July 8, 2026; and

WHEREAS, the Employment Agreement for the appointment of a new City Manager was presented at the July 7th Council meeting and whose anticipated start date will occur later in July or August 2026; and

WHEREAS, the City Council desires to ensure continuity in the administration and operation of the City's governmental affairs during the transition between City Managers; and

WHEREAS, the City Council finds that appointing an Interim City Manager is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Marina does hereby:

1. Appointing Courtney S. Lindberg as Interim City Manager, effective July 18, 2026, to serve until the newly appointed City Manager assumes the position.

PASSED AND ADOPTED, by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

July 1, 2026 Item No. **10f(11)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL REVIEW AND CONSIDER ADOPTING RESOLUTION NO. 2026-, ACCEPTANCING THE PREFERRED CONCEPTUAL DESIGN PLAN FOR THE FORT ORD DUNES STATE PARK IMPROVEMENT PROJECT AND ACKNOWLEDGE THE CALIFORNIA STATE PARKS HAS ACCEPTED ALL MAINTENANCE RESPONSIBILITIES FOR THE FORT ORD DUNES STATE PARK IMPROVEMENT PROJECT

RECOMMENDATION: City Council consider:

1. Adopting Resolution No. 2026-, accepting the Preferred Conceptual Design Plan for the Fort Ord Dunes State Park Improvement Project and direct staff to proceed to 30% design.
2. Acknowledge the California State Parks has accepted all maintenance responsibilities for the Fort Ord Dunes State Park Improvement project.

BACKGROUND:
On June 6, 2024, the City of Marina received an $800,000 grant from the California Coastal Conservancy to prepare plans, environmental review documents, and permit applications for improvements at Fort Ord Dunes State Park (herein referred to as "the Park") near the 8th Street parking lot and beach access (see **Exhibit A, Project Site**).

The project site is located in unincorporated Monterey County and is owned by California State Parks. The City initiated the project to improve ADA access to the beach for people with mobility disabilities. City staff have been working closely with their consultant team, State Parks and Coastal Conservancy staff to prepare a Preferred Conceptual Plan that is supported by all stakeholders.

The Preferred Conceptual Plan (see **Exhibit B)** reflects extensive coordination with State Parks, the Coastal Conservancy, affiliated Tribes, and community members. Engagement included a multi-agency site visit and a public Community Field Trip, during which participants provided input on access, habitat protection, trail improvements, and overlook design. Feedback received through this process directly informed the selection and refinement of the Preferred Conceptual Plan, now presented to City Council. Council reviewed the conceptual plans on March 5, 2026, and had questions about the maintenance and the responsibilities of California State Parks and the City and asked for staff to return with a maintenance plan.

DISCUSSION:
The City recognizes Fort Ord Dunes State Park as a critical coastal access location in southern Marina. The project site is located less than 0.5-miles from the future all-inclusive park planned for 2nd Avenue between 8th and 5th, the Dunes residential development, and the VA Clinic; approximately 0.5-miles from the planned SURF! Busway 5th Street Station; and approximately one mile from CSUMB. The site serves as one of the primary coastal access points for southern Marina residents and regional visitors.

The original goal of the project was to improve ADA access to the beach for individuals with limited mobility. During the process of preparing draft alternative conceptual plans, it was determined by the landowner (State Parks) and grant funder (Coastal Conservancy) that providing ADA access to the

beach would result in too large of impacts to natural resources, including special-status species and the sensitive dune habitat. Due to the steep topography leading to the beach, an ADA accessible trail would have required a highly-engineered ramped boardwalk with grading, multiple switch-backs and potential retaining walls. This design was not supported by State Parks or the Coastal Conservancy. The Preferred Conceptual Plan, which is being presented to Council, includes rehabilitation of the existing beach trail using cable steps. While it does not provide ADA access to the beach, it does improve beach access compared to current conditions, and is supported by the landowner (State Parks) and the grant funder (Coastal Conservancy).

The project also includes additional components that improve the visitor experience at the Park. These improvements were developed based on a series of site visits and discussions with stakeholders. Currently, there is no existing sidewalk or pedestrian pathway along the entrance road between the 8th Street overpass and the parking lot. During the March 15, 2025 community fieldtrip, City staff, State Parks, and the consultant team witnessed numerous pedestrians walking within the vehicular travel lane to access the Park, creating safety concerns. As a result of this observation, the project team recommended including a sidewalk along the entrance road, between the 8th Street Overpass and the parking lot. Inclusion of a sidewalk will complete safe pedestrian connections between the FODSP parking lot and the planned all-inclusive park as well as the SURF! Busway 5th Street Station. Additionally, the Park's existing overlook is subject to erosion and is not ADA accessible. The Preferred Conceptual Plan includes a new ADA overlook which provides individuals who cannot access the beach with benches and ocean views.

The Preferred Conceptual Plan is broken into four main project components, as described below:

1. **Entry Road Pedestrian Path.** Features a sidewalk along the southern edge of the entrance road.
2. **Parking Lot.** Enhanced entrance sign; dumpster screening; restroom facility with twin-vault toilets.
3. **Trailhead & Overlook.** Shift trailhead towards beach access location; bike parking; benches; ADA accessible overlook with seating.
4. **Beach Access Trail.** Widen the trailhead; implement cable steps; implement erosion control improvements.

The Preferred Conceptual Plan was presented to the City Council as Agenda Item 13. (c) at the March 5, 2026 City Council Meeting. At that time, not action was taken on the Preferred Conceptual Plan and staff was directed to work out the details of an Operational Agreement with the State.

LONG-TERM MAINTENANCE:

On April 16, 2024, City Council adopted a resolution that accepted the Coastal Conservancy grant funding and agreed to all terms and conditions of the grant agreement. The grant requires the grantee to maintain any facilities constructed as part of the grant for up to 20 years. In an email dated June 3, 2026 John Hiles of the California State Parks Monterey District acknowledged that State Parks will maintain all the improvements.

Components of the Trail project that will be maintained by the California State Parks include:

- **Sidewalk**.
- **Twin-Vault Toilet.**
- **Trail Fencing.**
- **Trail maintenance.**
- **Dumpster Enclosure and garbage pickup.**
- **Picnic Tables.**

- **Interpretive and regulatory signs.**
- **Parking lot.**
- **New overlook.**
- **Dune restoration.**
- **Beach access trail.**

NEXT STEPS: The grant requires that the City Council accept the Preferred Conceptual Plan prior to the project team moving to preparation of 30% design plans. Once Council accepts the Preferred Conceptual Plan, the City and State will draft the Operating Agreement detailing all maintenance responsibilities and annual maintenance cost estimated to be accepted by State Parks. The final Operating Agreement will come back to the City Council for review and approval.

FISCAL IMPACT:
There is no cost to the City associated with the planning portion of the project that is currently underway. The construction of the project is anticipated to be fully grant funded as well. There is no cost to the City for maintenance.

ENVIRONMENTAL REVIEW:
Acceptance of the Preferred Conceptual Plan is not a project approval under CEQA and does not constitute a commitment to a definite course of action. Environmental review will be completed prior to consideration of final project approvals.

CONCLUSION:
This request is submitted to the City Council to accept the Preferred Conceptual Plan and direct staff to move forward with 30% design plans and authorizes staff to work with the State to finalize the Operational Agreement and to return the Operational Agreement to the City Council for final approval.

Respectfully submitted,

_____

Layne Long
City Manager
City of Marina

Exhibits:
Exhibit A – Project Site
Exhibit B – Preferred Conceptual Plan

RESOLUTION NO. 2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA ACCEPTING THE PREFERRED CONCEPTUAL DESIGN PLAN FOR THE FORT ORD DUNES STATE PARK IMPROVEMENT PROJECT AND DIRECT STAFF TO PROCEED TO 30% DESIGN; AND ACKNOWLEDGES THAT THE CALIFORNIA STATE PARKS HAS ACCEPTED ALL MAINTENANCE RESPONSIBILITIES FOR THE FORT ORD DUNES STATE PARK IMPROVEMENT PROJECT.

WHEREAS, On April 16, 2024, City Council adopted Resolution No. 2024-34 that accepted the Coastal Conservancy grant funding and agreed to all terms and conditions of the grant agreement.

WHEREAS, On June 6, 2024, the City of Marina received an $800,000 grant from the California Coastal Conservancy to prepare plans, environmental review documents, and permit applications for improvements at Fort Ord Dunes State Park (herein referred to as "the Park") near the 8th Street parking lot and beach access (Exhibit A, Project Site).

WHEREAS, Council reviewed the conceptual plans on March 5, 2026, and had questions about the maintenance and the responsibilities of California State Parks and the City and asked for staff to return with a maintenance plan

WHEREAS, City staff have been working closely with their consultant team, State Parks and Coastal Conservancy staff to prepare a Preferred Conceptual Plan that is supported by all stakeholders

WHEREAS, The Preferred Conceptual Plan (see Exhibit B) reflects extensive coordination with State Parks, the Coastal Conservancy, affiliated Tribes, and community members.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Marina does hereby:

1. Accept the Preferred Conceptual Design Plan for the Fort Ord Dunes State Park Improvement Project and direct staff to proceed to 30% design; and
2. Acknowledges that the California State Parks has accepted all maintenance responsibilities for the Fort Ord Dunes State Park Improvement project

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026 by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

EXHIBIT A

FORT ORD DUNES STATE PARK

Site Overview

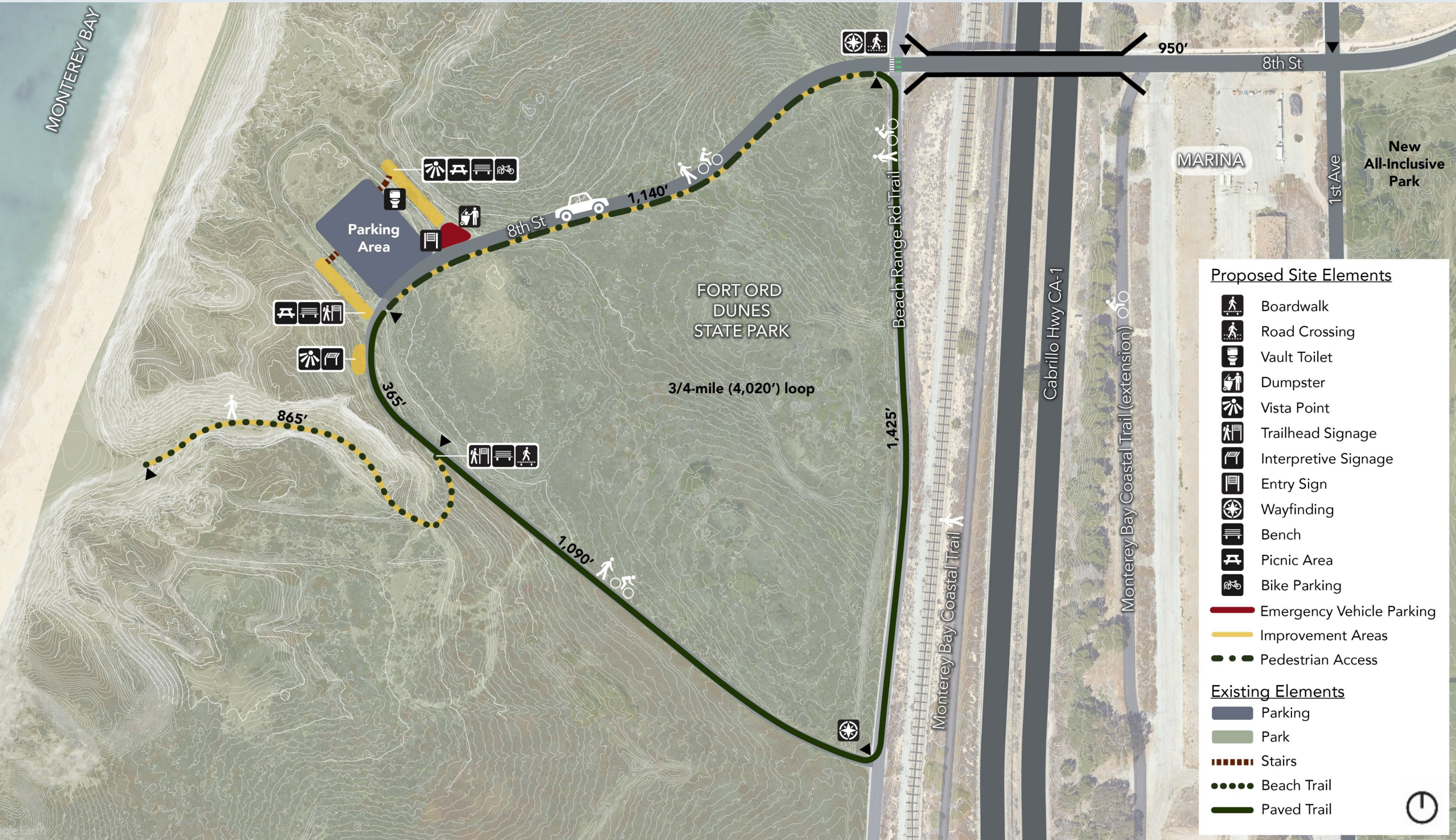
Coastal access improvements at Fort Ord Dunes State Park with the goal of creating more an inclusive coastal experience for the residents and visitors of the City of Marina.

Site outline and trail location is shown for illustrative purposes only and may not represent the exact location of the proposed site elements.

EXHIBIT B

FORT ORD DUNES STATE PARK

Site Overview



FORT ORD DUNES STATE PARK

Project Areas – Preferred Concepts

Entry Road Pedestrian Path

- 6’ wide sidewalk and curb

Parking Lot

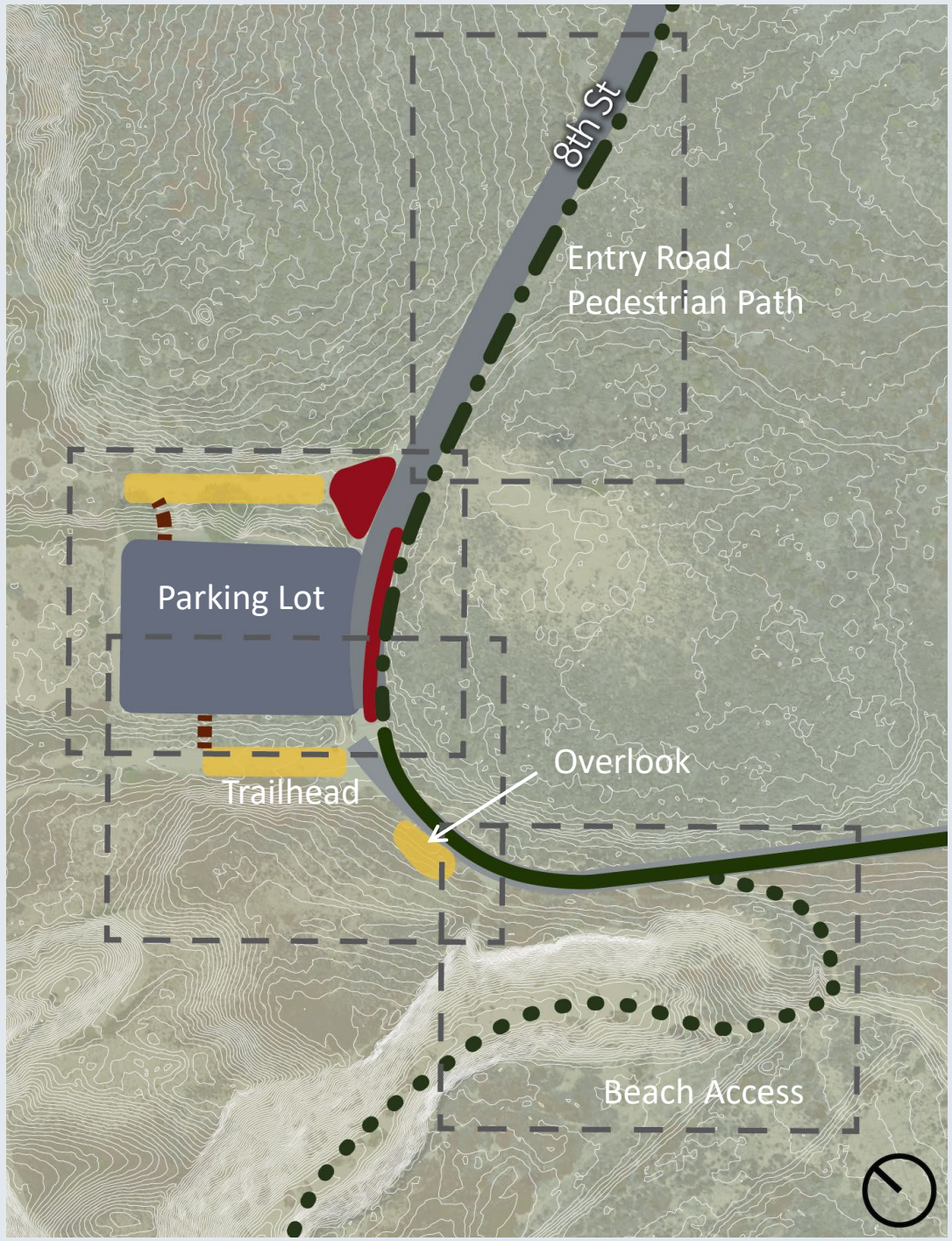
- Entry sign
- Vault toilet

Trailhead & Overlook

- Enhanced trailhead
- Accessible overlook

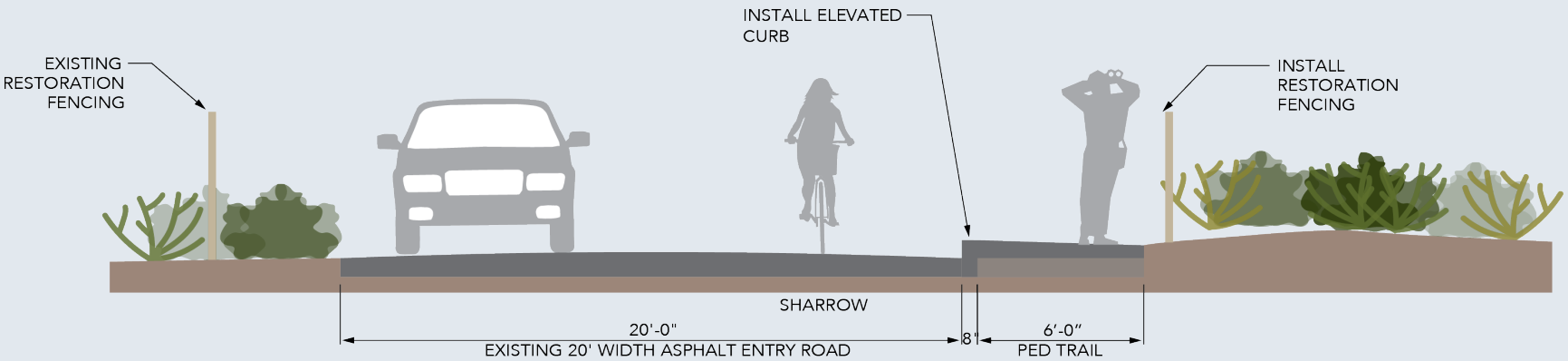
Beach Access Trail

- Trailhead
- Cable steps
- Erosion improvements



FORT ORD DUNES SP

Entry Road Sidewalk



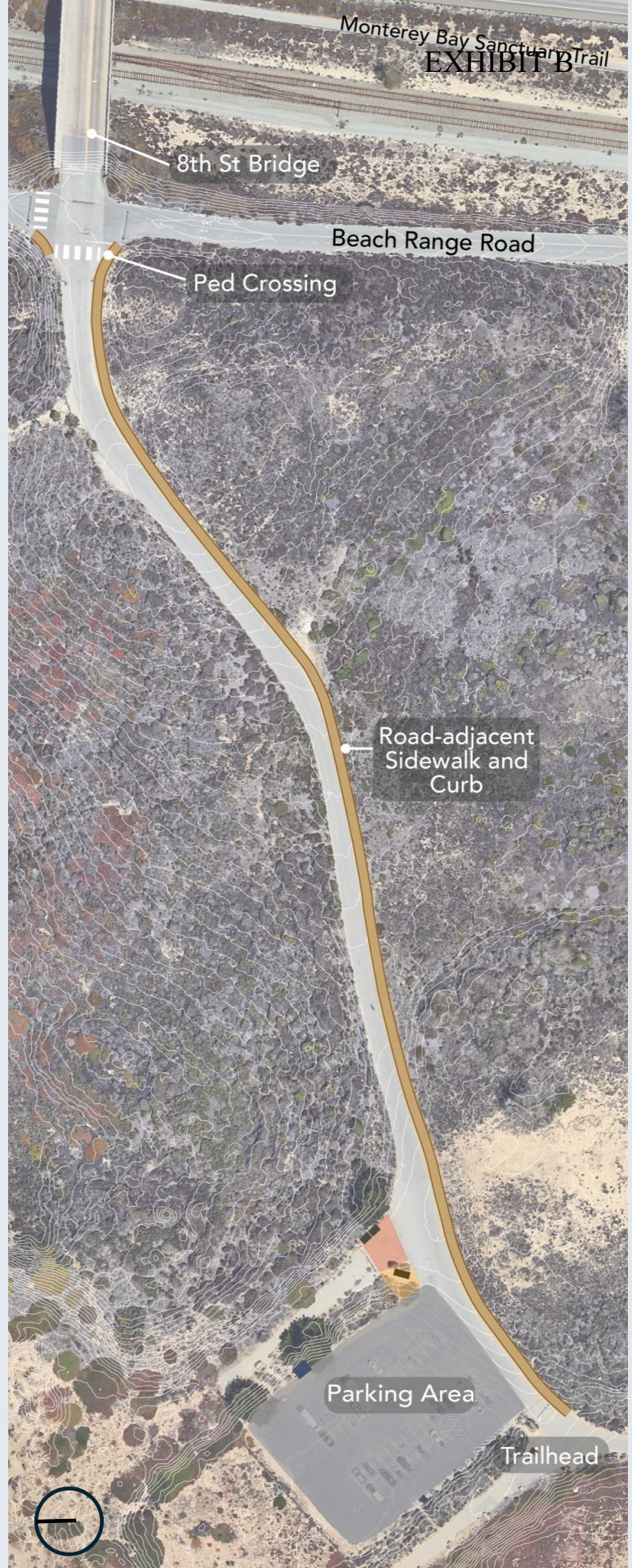
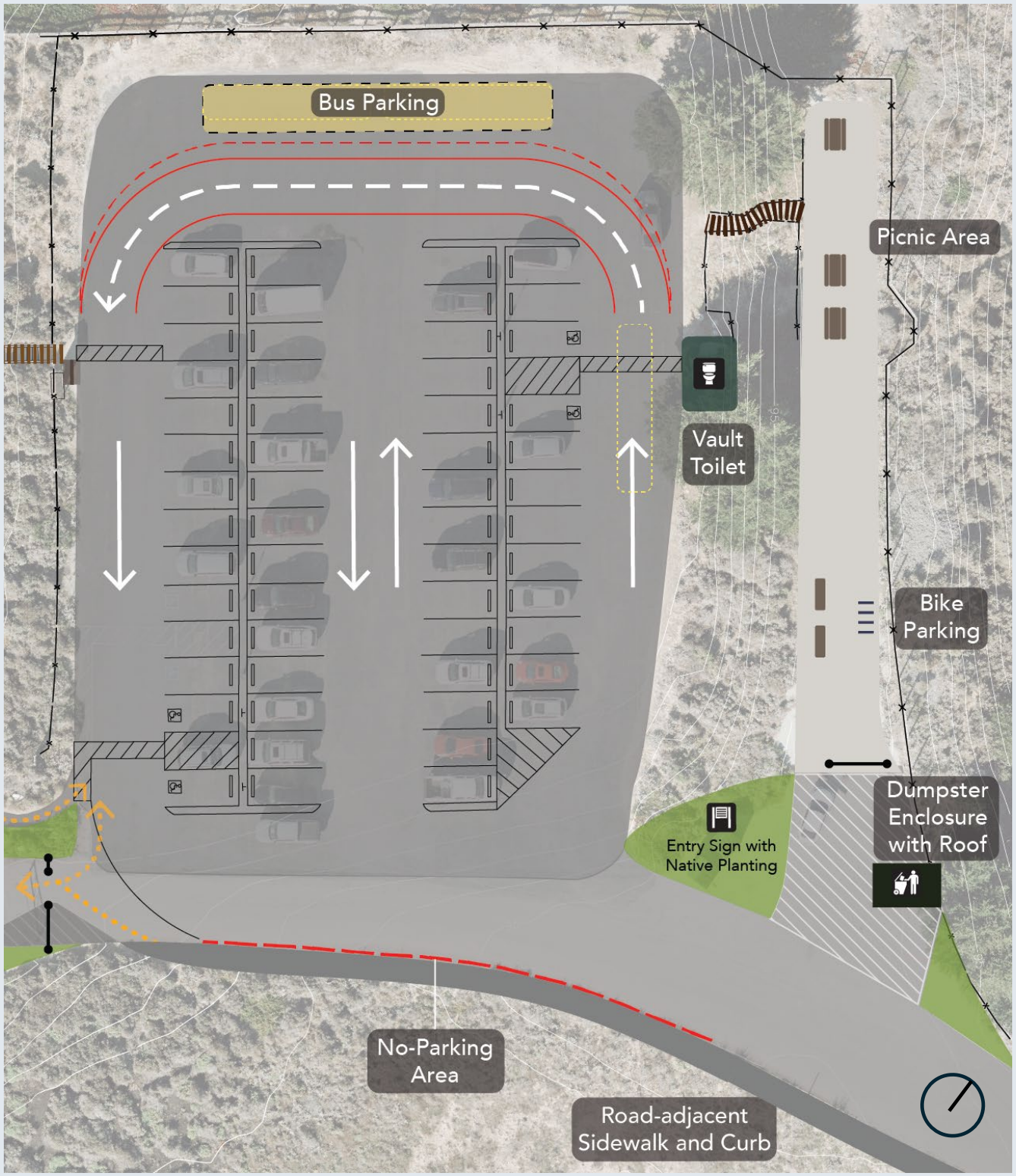


EXHIBIT B

FORT ORD DUNES STATE PARK

Parking Lot

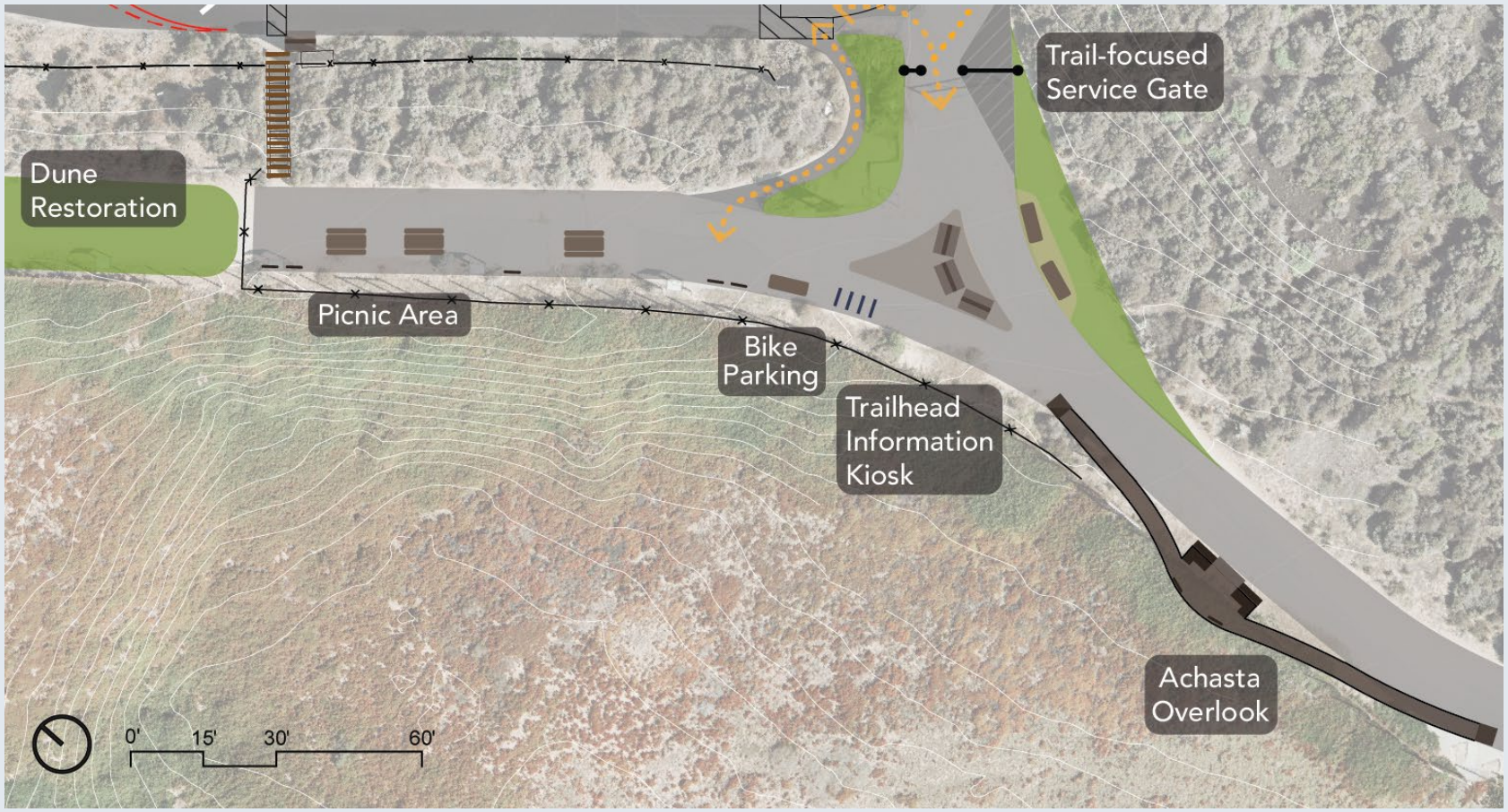


Proposed Entry Sign and Native Planting

EXHIBIT B

FORT ORD DUNES STATE PARK

Enhanced Trailhead & Accessible Overlook



Trailhead (Point Lobos)

Trail accessibility information (Point Lobos)

Accessible Overlook (Carmel-by-the-Sea)

EXHIBIT B

FORT ORD DUNES STATE PARK

Accessible overlook in relationship to the coastal bluffs

EXHIBIT B

FORT ORD DUNES STATE PARK

Beach Access Trail

Existing conditions

Proposed Cable Steps
& Restoration

June 29, 2026 Item No. **10g(1)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2026- , AUTHORIZING AN AGREEMENT WITH PRECISION CONCRETE CUTTING FOR PHASE 2 SIDEWALK OFFSET AND HOLE/SPALL REPAIR SERVICES; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE CONTRACT DOCUMENTS SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY; AND AUTHORIZING THE FINANCE DIRECTOR TO MAKE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES.

REQUEST:

It is recommended that the City Council consider adopting Resolution No. 2026-:

1. Authorizing an agreement with Precision Concrete Cutting (PCC) for Phase 2 sidewalk offset and hole/spall repair services in an amount not to exceed $203,051;
2. Authorizing the City Manager or designee to execute the agreement on behalf of the City, subject to final review and approval by the City Attorney; and
3. Authorizing the Finance Director to make necessary accounting and budgetary entries.

BACKGROUND:

The City of Marina Public Works Department continues to address sidewalk accessibility concerns and pedestrian safety hazards caused by deteriorated concrete, sidewalk uplift, tree root intrusion, settlement, and other conditions that create uneven walking surfaces.

In 2025, the City initiated a sidewalk hazard repair program with Precision Concrete Cutting (PCC) to address sidewalk trip hazards throughout the community. PCC utilizes specialized sidewalk shaving technology that removes vertical offsets between concrete panels while preserving the existing sidewalk, providing a cost-effective alternative to traditional remove-and-replace (R&R) methods.

Following the completion of the initial phase of sidewalk repair work, Public Works staff identified additional locations requiring corrective action. Phase 2 of the program will continue addressing sidewalk offsets, holes, and spalled concrete areas to improve pedestrian safety and maintain accessible pedestrian routes throughout the City.

ANALYSIS:

To continue addressing sidewalk safety hazards, Public Works staff recommend entering into an agreement with Precision Concrete Cutting for Phase 2 sidewalk repair services. Under the proposed agreement, PCC will perform sidewalk shaving repairs for vertical offsets ranging from ¼ inch up to 2 inches where the existing sidewalk remains structurally suitable for repair.

PCC will also perform identified hole and spall repairs utilizing approved repair materials. The proposed scope of work includes repair of sidewalk offsets utilizing precision shaving technology, repair of identified sidewalk holes and spalled concrete areas, removal and disposal of debris generated during repair activities, and implementation of dust control measures utilizing HEPA-filtered vacuum systems. PCC will complete repairs only at locations identified or approved by City staff.

Repairs will be performed in accordance with ADA accessibility requirements, including maintaining appropriate transition slopes and finished surface conditions. The proposed unit pricing is based on "inch feet," calculated by measuring the average sidewalk offset height multiplied by the length of the repair area. The unit cost for sidewalk shaving repairs is $52.25 per inch-foot.

The agreement includes a not-to-exceed amount of $203,051, which will allow Public Works staff to address identified sidewalk deficiencies while minimizing disruption to the public and extending the useful life of existing sidewalk infrastructure.

FISCAL IMPACT:

The total not-to-exceed amount for this agreement is $203,051, which includes sidewalk offset shaving repairs and hole/spall repairs.

Funding for this work is available through the City's approved Fiscal Year 2026-27 Public Works budget. No additional appropriation is required.

ENVIRONMENTAL REVIEW:

The proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(c) of the CEQA Guidelines, which exempts the repair and maintenance of existing public facilities involving negligible or no expansion of existing use.

EXHIBITS:

Exhibit A – Draft Agreement with Precision Concrete Cutting
Exhibit B – Precision Concrete Cutting Proposal, Scope of Work, and Project Area Map

Respectfully submitted,

_____
Ismael Hernandez
Public Works Director
City of Marina

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AUTHORIZING AN AGREEMENT WITH PRECISION CONCRETE CUTTING FOR PHASE 2 SIDEWALK OFFSET AND HOLE/SPALL REPAIR SERVICES; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE CONTRACT DOCUMENTS SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY; AND AUTHORIZING THE FINANCE DIRECTOR TO MAKE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES

WHEREAS, sidewalk offsets, holes, spalls, and other concrete deficiencies caused by settlement, tree root intrusion, age, and other conditions may create pedestrian safety hazards and accessibility concerns; and

WHEREAS, the City of Marina initiated a sidewalk hazard repair program through an agreement with Precision Concrete Cutting (PCC) to address sidewalk trip hazards through specialized sidewalk shaving technology as a cost-effective alternative to traditional sidewalk removal and replacement methods; and

WHEREAS, Public Works staff have identified additional sidewalk locations requiring corrective action and recommend proceeding with Phase 2 sidewalk offset and hole/spall repair services; and

WHEREAS, Precision Concrete Cutting has submitted a proposal to perform sidewalk offset repairs, hole/spall repairs, and related services in accordance with the approved scope of work for an amount not to exceed Two Hundred Three Thousand Fifty-One Dollars ($203,051); and

WHEREAS, funding for this agreement is available through the City's approved Fiscal Year 2026-27 Public Works budget; and

WHEREAS, the City Council finds that entering into an agreement with Precision Concrete Cutting will improve pedestrian safety, enhance accessibility, and extend the useful life of existing sidewalk infrastructure.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby:

1. The above recitals are true and correct and are incorporated herein by reference.
2. The City Council hereby authorizes an agreement with Precision Concrete Cutting for Phase 2 sidewalk offset and hole/spall repair services in an amount not to exceed $203,051.
3. The City Manager or designee is authorized to execute the agreement and all related contract documents on behalf of the City, subject to final review and approval by the City Attorney.
4. The Finance Director is authorized to make any necessary accounting and budgetary entries associated with the execution of the agreement.
5. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting held on the 7th day of July 2026, by the following vote:

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

_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, City Clerk

CITY OF MARINA
MAINTENANCE SERVICES AGREEMENT

This MAINTENANCE SERVICES AGREEMENT ("Agreement") is made and effective July 8, 2026 by and between the City of Marina, a municipal corporation ("City"), and Precision Emprise LLC dba Precision Concrete Cutting ("CONTRACTOR").

City wishes to retain the services of an experienced and qualified Contractor to provide Phase 2 sidewalk offset and hole/spall repair services ("Services"). CONTRACTOR represents and warrants that it is qualified to perform those Services. In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

Unless terminated in accordance with Section 8 below, this Agreement shall remain in full force and effect from the Effective Date through December 31, 2026, or until completion and acceptance of the Services by the City, whichever occurs first.

Upon mutual written agreement of the parties, this Agreement may be extended for additional periods as approved by the City.

2. SCOPE OF SERVICES

Contractor shall furnish all labor, supervision, equipment, materials, tools, transportation, traffic control, dust control, disposal, and incidentals necessary to perform the Services described in Exhibit A, attached hereto and incorporated herein by this reference.

The Services generally include, but are not limited to:

- Sidewalk offset repairs utilizing Precision Concrete Cutting sidewalk shaving technology;
- Repair of identified sidewalk holes and spalled concrete areas utilizing approved repair materials;
- Removal and lawful disposal of debris generated during construction;
- Dust control utilizing HEPA-filtered vacuum systems and other approved dust suppression methods;
- Compliance with all applicable Americans with Disabilities Act (ADA) accessibility requirements; and
- Protection of adjacent landscaping, utilities, curbs, retaining walls, irrigation facilities, and other public improvements.

All work shall be performed only at locations identified or approved by the City's Project Manager.

Contractor warrants that all work performed under this Agreement shall be completed in a competent, professional, and workmanlike manner consistent with industry standards and the requirements contained in Exhibit A.

3. PERFORMANCE

a. CONTRACTOR shall at all times faithfully, competently and to the best of its 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 obtain a valid City Business License and shall maintain said Business License for the term of this Agreement and any extensions.

c. 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 Services pursuant to this Agreement. CONTRACTOR shall at all times observe and comply with all such laws and regulations. City, and its officers, employees, and agents shall not be liable at law or in equity occasioned by failure of CONTRACTOR to comply with this Section.

d. CONTRACTOR must maintain a valid California Contractor's License throughout the term of this Contract.

e. CONTRACTOR agrees that in the performance of this Agreement or any sub-agreement hereunder, neither CONTRACTOR nor any person acting on CONTRACTOR's behalf shall refuse to employ or refuse to continue in any employment any person or discriminate on the basis of race, religious creed, color, national origin, ancestry, disability, medical condition, genetic information, marital status, sexual preference, sex, gender identity, gender expression, military or veteran status 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.

f. CONTRACTOR shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit D attached to and part of this Agreement.

g. CONTRACTOR declares and warrants that no undue influence or pressure is used against or in concert with any officer, employee or agent of City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial agreement or financial inducement. No officer, employee, or agent of City 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 City Manager, 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 Scope of Work or change the compensation due to CONTRACTOR. The City Manager shall be authorized to act on City's behalf and to execute all necessary documents which enlarge the Scope of Work or change CONTRACTOR's compensation, subject to Section 6 hereof.

5. PAYMENT

a. For Services rendered pursuant to this Agreement, Contractor shall be compensated in accordance with the Payment Schedule attached as Exhibit B, provided, however, that the total compensation paid under this Agreement shall not exceed Two Hundred Three Thousand Fifty-One Dollars ($203,051) unless otherwise approved in writing by the City Council.
b. Contractor shall submit invoices monthly for Services completed during the preceding month.

Each invoice shall include, at a minimum:

- Work locations;
- Inch-feet repaired;
- Hole/spall repairs completed;
- Unit quantities;
- Unit prices;
- Total amount requested; and
- Supporting documentation, including repair photographs upon request.

Payment shall be made within thirty (30) days after receipt and approval of an undisputed invoice.

6. LABOR CODE AND PREVAILING WAGE REQUIREMENTS:

a. CONTRACTOR agrees to comply with the requirements of California Labor Code sections 1810 through 1815. Eight hours of labor constitutes a legal day's work per Labor Code section 1810. CONTRACTOR will forfeit the statutory penalty to City for each worker employed in the execution of this Agreement by CONTRACTOR or any subcontractor for each calendar day during which such worker is required or permitted to work more than eight hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of Labor Code sections 1810 through 1815.

b. Copies of the determination of the Director of the Department of Industrial Relations of the prevailing rate of per diem wages for each craft, classification or type of worker needed to execute this Agreement are available for download from the State website:

http://www.dir.ca.gov/OPRL/dprewagedetermination.htm

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c. CONTRACTOR must post at the work site, or if there is no regular work site then at its principal office, for the duration of the Contract, a copy of the determination by the Director of the Department of Industrial Relations of the specified prevailing rate of per diem wages. (Labor Code § 1773.2.) When applicable, copies of the prevailing rate of per diem wages will be on file at City's Administrative Services Department and available to CONTRACTOR and any other interested party upon request.

d. CONTRACTOR, and any subcontractor engaged by CONTRACTOR, may pay not less than the specified prevailing rate of per diem wages to all workers employed in the execution of the contract. (Labor Code § 1774.) CONTRACTOR is responsible for compliance with Labor Code section 1776 relative to the retention and inspection of payroll records.

e. CONTRACTOR must comply with all provisions of Labor Code section 1775. Under Section 1775, CONTRACTOR will forfeit the statutory penalty to City for each worker employed in the execution of the Agreement by CONTRACTOR or any subcontractor for each calendar day, or portion thereof, in which the worker is paid less than the prevailing rates. CONTRACTOR may also be liable to pay the difference between the prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate.

   Nothing in this Agreement prevents CONTRACTOR or any subcontractor from employing properly registered apprentices in the execution of the Contract. CONTRACTOR is responsible for compliance with Labor Code section 1777.5 for all apprenticeable occupations. This statute requires that contractors and subcontractors must submit contract award information to the applicable joint apprenticeship committee, must employ apprentices in apprenticeable occupations in a ratio of not less than one hour of apprentice's work for every five hours of labor performed by a journeyman (unless an exception is granted under § 1777.5), must contribute to the fund or funds in each craft or trade or a like amount to the California Apprenticeship Council, and that contractors and subcontractors must not discriminate among otherwise qualified employees as apprentices solely on the ground of sex, race, religion, creed, national origin, ancestry or color. Only apprentices defined in Labor Code section 3077, who are in training under apprenticeship standards and who have written apprentice contracts, may be employed on public works in apprenticeable occupations

f. CONTRACTOR has reviewed and agrees to comply with any applicable provisions for any public work subject to Department of Industrial Relations (DIR) Monitoring and Enforcement of prevailing wages, including the registration requirements of Labor Code Section 1771.1(a). City hereby notifies CONTRACTOR that CONTRACTOR is responsible for submitting certified payroll records directly to the State Compliance Monitoring Unit (CMU). For further information concerning compliance monitoring please visit the website location at: http://www.dir.ca.gov/dlse/cmu/cmu.html.

g. CONTRACTOR must comply with Labor Code section 1771.1(a), which provides that CONTRACTOR may award any contracts and subcontracts for work that qualifies as a

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"public work" only to subcontractors which are at that time registered with the DIR and qualified to perform public work pursuant to Labor Code section 1725.5. CONTRACTOR must obtain proof of such registration from all such subcontractors."

h. If federal funds are used to pay for the Work, CONTRACTOR and any subcontractor agree to comply, as applicable, with the labor and reporting requirements of the Davis-Bacon Act (40 USC § 276a-7), the Copeland Act (40 USC § 276c and 18 USC §874), and the Contract Work Hours and Safety Standards Act (40 USC § 327 and following).

7. 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.

8. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE

a. City may at any time, for any reason, without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon CONTRACTOR at least thirty (30) days prior written notice. Upon receipt of said notice, CONTRACTOR shall immediately cease all work under this Agreement, unless the notice provides otherwise. If 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, City shall pay to CONTRACTOR the actual value of the Services performed up to the time of termination, provided that the Services performed are of value to the City. Upon termination of the Agreement pursuant to this Section, CONTRACTOR shall submit an invoice to City pursuant to Section 6.c.

9. DEFAULT OF CONTRACTOR/FORCE MAJEURE

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 Services performed after the date of default and can terminate this Agreement immediately by written notice to the CONTRACTOR. If such failure by the CONTRACTOR to make progress in the performance of Services hereunder arises out causes beyond the CONTRACTOR's control, and without fault or negligence of the CONTRACTOR, it shall not be considered a default.

b. If the City Manager or designee determines CONTRACTOR is in default in the performance of any of the terms or conditions of this Agreement, they shall cause to be served upon CONTRACTOR a written notice of the default. The 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 CONTRACTOR fails to cure its default within such period of time or fails to present City with a written plan for the cure of the default, 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.

10. 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 CONTRACTOR's office; 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. If there is a substantial billing deviation adverse to City, then the cost of an audit shall be borne by CONSULTANT. Such records, together with supporting documents, shall be maintained at City Hall for a minimum period of five (5) 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.

11. RECORD AUDIT

In accordance with Government Code, Section 8546.7, for expenditures of greater than $10,000, records of both City and CONTRACTOR shall be subject to examination and audit by the Auditor General for a period of three (3) years after final payment.

12. INDEMNIFICATION

CONTRACTOR shall indemnify, defend with legal counsel approved by City, and hold harmless City, its officers, employees, agents, and volunteers (collectively, City) from and against all liability, loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONTRACTOR's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole ~~or~~ active negligence or willful misconduct of the City. Should conflict of interest principles preclude a single legal counsel from representing both

City and CONTRACTOR, or should City otherwise find CONTRACTOR's legal counsel unacceptable, then CONTRACTOR shall reimburse the City its costs of defense, including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation. The CONTRACTOR shall promptly pay any final judgment rendered against the City (and its officers, employees, agents and volunteers) with respect to claims determined by a trier of fact to have been the result of the CONTRACTOR's negligent, reckless or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

CONTRACTOR obligations under this section apply regardless of whether such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by City. However, without affecting the rights of City under any provision of this agreement, CONTRACTOR shall not be required to indemnify and hold harmless City for liability attributable to the active negligence of City, provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where City is shown to have been actively negligent and where City's active negligence accounts for only a percentage of the liability involved, the obligation of CONTRACTOR will be for that entire portion or percentage of liability not attributable to the active negligence of City.

No City officer, employee or agent shall be personally liable to CONTRACTOR, in the event of any default or breach by City or for any amount that may become due to CONTRACTOR.

13. INSURANCE

Without limiting CONTRACTOR's indemnification of City, and prior to commencement of work, CONTRACTOR shall obtain, provide, and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described in Exhibit B and in a form that is satisfactory to City.

14. 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.

15. SUBCONTRACTORS

Before CONTRACTOR retains or hires a subcontractor to provide any work, labor, or services relative to this AGREEMENT, CONTRACTOR must:

a. Present the name and identifying information of the subcontractor that will provide any work, labor, or services to City.

b. Present to the City the form of subcontract that will be used with the subcontractor for City's approval, which approval will not be unreasonably withheld. Such subcontract AGREEMENT must include an indemnity agreement that is generally in accord with the indemnity obligations contained in Section 11 of this Agreement and must specifically name the City as an indemnified party; and

c. Secure from the subcontractor evidence of insurance coverage that meets with this Agreement including naming the City as an additional insured as required by this Agreement, unless such requirement is waived in writing by the City.

16. NO BENEFIT TO ARISE TO CITY OFFICERS AND EMPLOYEES

No City officer, employee of City, or their designees or agents, and no public officer who exercises authority over or responsibilities with respect to the Services provided under the Agreement during their 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.

17. CONFLICT OF INTEREST

CONTRACTOR shall at all times avoid conflicts of interest, or the appearance of conflicts of interest, in the performance of this Agreement, and shall comply with the City's conflict of interest code.

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 performing Services 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.

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18. 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.

19. 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 Manager 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 Services performed thereunder 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.

20. 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: Ismael Hernandez
City of Marina
209 Cypress Ave.
Marina, CA 93933

TO CONTRACOR: Precision Emprise LLC DBA Precision Concrete Cutting

Name
Address
City, State, Zip

Notice is effective on the date of personal service, or 5 days following deposit in a United States mailbox, or date of postmark. The parties may agree to notice by email.

21. 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.

22. ASSIGNMENT

CONTRACTOR shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of 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.

23. 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.
Maintenance Services Agreement 07.19.2022

24. DISPUTE RESOLUTION; ATTORNEY'S FEES

CONTRACTOR shall continue to perform under this Agreement during any dispute. CONTRACTOR and City hereby agree to make good faith efforts to resolve disputes as quickly as possible. In the event any dispute arising from or related to this Agreement results in litigation or arbitration, the prevailing party shall be entitled to recover all reasonable costs incurred, including court costs, attorney fees, expenses for expert witnesses (whether or not called to testify), expenses for accountants or appraisers (whether or not called to testify), and other related expenses. Recovery of these expenses shall be as additional costs awarded to the prevailing party, and shall not require initiation of a separate legal proceeding.

25. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of CONTRACTOR warrants and represents that they have the authority to execute this Agreement on behalf of the CONTRACTOR and the authority to bind CONTRACTOR to the performance of its obligations hereunder.

26. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the parties relating to their obligations 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.

27. AMENDMENT

a. Any modification or amendment to this Agreement must be in writing.

b. 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.

28. INTERPRETATION OF CONFLICTING PROVISIONS

In the event of any conflict or inconsistency between the provisions of this Agreement and the Provisions of any exhibit or other attachment to this Agreement, the provisions of this Agreement shall prevail and control

29. 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 MARINA

Date: _____ By: _____
Public Works Director

Date: _____ By: _____
City Manager

CONTRACTOR

Date: _____ By: _____
Authorized Agent

Approved as to form:

Date: _____ By: _____
City Attorney

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Attachments: Exhibit A
Precision Concrete Cutting Proposal dated May 19, 2026, including the Scope of Work, Specifications, Unit Prices, and Project Area Map.

Exhibit B
Insurance

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EXHIBIT A
SCOPE OF WORK/SERVICES

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EXHIBIT B
INSURANCE

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Exhibit B - Insurance

Contractor agrees to provide insurance in accordance with the requirements set forth herein. If Contractor uses existing coverage to comply with these requirements and that coverage does not meet the requirements set forth herein, Contractor agrees to amend, supplement or endorse the existing coverage to do so. Contractor shall furnish the City with original certificates of insurance, manually autographed in ink by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements must be received and approved by the City before any work commences. The City reserves its right to require complete, certified copies of all required insurance policies at any time. The following coverage will be provided by Contractor and maintained on behalf of the City and in accordance with the requirements set forth herein.

Commercial General Liability (primary). Commercial general liability insurance covering Contractor's operations (and products where applicable) is required whenever the City is at risk of third party claims which may arise out of Contractor's work or presence on City premises. Contractual liability coverage is a required inclusion in this insurance.

Primary insurance shall be provided on ISO-CGL form No. CG 00 01 11 85 or 88 or on an ISO or ACORD form providing coverage at least as broad as ISO form CG 00 01 10 01 and approved in advance by the City Attorney and Risk Manager. Total limits shall be no less than ~~one~~ two million dollars ($2~~1~~,000,000) combined single limit per occurrence for all coverages. If commercial general liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this Project or the general aggregate limit shall be ~~two~~ four million dollars ($4~~2~~,000,000). Contractor must give written notice to the City of any pending claim, action or lawsuit which has or may diminish the aggregate. If any such claim or lawsuit exists, Contractor shall be required, prior to commencing work under this Agreement, to restore the impaired aggregate or prove it has replacement insurance protection to the satisfaction of the City Attorney and Risk Manager.

City, its Council, boards and commissions, officers, employees, agents and volunteers shall be added as additional insureds using ISO additional insured endorsement form CG 20 10 11 85 or forms CG 20 10 10 01 and CG 20 37 10 01. Coverage shall apply on a primary, non-contributing basis in relation to any other insurance or self-insurance, primary or excess, available to the City or any agent of City. Coverage is not expected to respond to the claims which may arise from the acts or omissions of the City. Coverage shall not be limited to the vicarious liability or supervisory role of any additional insured. Coverage shall contain no contractors' limitation endorsement. There shall be no endorsement or modification limiting the scope of coverage for liability arising from pollution, explosion, collapse, underground property damage or employment-related practices.

Umbrella Liability Insurance. Umbrella liability insurance (over primary) shall apply to bodily injury/property damage, personal injury/advertising injury, contractual liability and completed operations at a minimum, and shall be in an amount of not less than two million dollars ($2,000,000), and include a “drop down” provision providing primary coverage above a maximum $25,000.00 self-insured retention for liability not covered by primary policies but

covered by the umbrella policy. Coverage shall be following form to any underlying coverage.

Coverage shall be provided on a "pay on behalf" basis, with defense costs payable in addition to policy limits. There shall be no cross liability exclusion and no contractor's limitation endorsement. Policies limits shall be not less than one million dollars ($1,000,000) per occurrence and in the aggregate, above any limits required in the underlying policies shall have starting and ending dates concurrent with the underlying coverage.

Business Auto. Automobile liability insurance is required where vehicles are used in performing the work under this Agreement or where vehicles are driven off-road on City premises, it is not required for simple commuting unless City is paying mileage. However, compliance with California law requiring auto liability insurance is a contractual requirement.

If automobile insurance is required for work under this Agreement, primary coverage shall be written on ISO Business Auto Coverage form CA 00 01 06 92 including symbol 1 (Any Auto) or on an ISO or ACORD form providing coverage at least as broad as CA 00 01 10 01 approved by the City Attorney and Risk Manager. Coverage shall be endorsed to stated that the City, its Council, boards and commissions, officers, employees, agents and volunteers shall be added as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Contractor or for which the Contractor is responsible. Limits shall be no less than one million dollars ($1,000,000) combined single limit per accident for bodily injury and property damage. Starting and ending dates shall be concurrent. If Contractor owns no autos, a non-owned auto endorsement to the commercial general liability policy described above is acceptable.

Workers' Compensation/Employers' Liability. Workers' Compensation and Employer's Liability insurance are not required for single-person contractors. However, under California law these coverages (or a copy of the State's Consent to Self-Insure) must be provided if Contractor has any employees at any time during the period of this Agreement. Policy(s) shall be written on a policy form providing workers' compensation statutory benefits as required by law. Employers' liability limits shall be no less than one million dollars ($1,000,000) per accident or disease and shall be scheduled under any umbrella policy described above. Unless otherwise agreed, policy(s) shall be endorsed to waive any right of subrogation as respects the City, its Council, boards and commissions, officers, employees, agents and volunteers.

Property Insurance. Property insurance, in a form and amount approved by the City Attorney and Risk Manager, is required for Contractors having exclusive use of premises or equipment owned or controlled by the City. City is to be named a Loss Payee As Its Interest May Appear in property insurance in which the City has an interest, e.g., as a lien holder. Fire damage legal liability is required for persons occupying a portion of City premises.

Errors and Omissions/Professional Liability. Errors and Omissions or professional liability coverage appropriate to Contractor's profession is required, in a form and amount approved by the City Attorney and Risk Manager. Such insurance shall be in an amount of not less than one million dollars ($1,000,000) per claim and in annual aggregate. Contractor shall maintain such insurance in place for a period of five years following completion of work or services provided

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under this Agreement. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than commencement of the work or services under this Agreement.

Contractor and City further agree as follows:

a) This Exhibit supersedes all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Exhibit.

b) Nothing contained in this Exhibit is to be construed as affecting or altering the legal status of the parties to this Agreement. The insurance requirements set forth in this Exhibit are intended to be separate and distinct from any other provision in this Agreement and shall be interpreted as such.

c) All insurance coverage and limits provided pursuant to this Agreement shall apply to the full extent of the policies involved, available or applicable. Nothing contained in this Agreement or any other agreement relating to the City or its operations limits the application of such insurance coverage.

d) Requirements of specific coverage features or limits contained in this Exhibit are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only and is not intended by any party to be all inclusive, or to the exclusion of other coverage, or a waiver of any type.

e) For purposes of insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or toward performance of this Agreement.

f) All general or auto liability insurance coverage provided pursuant to this Agreement, or any other agreements pertaining to the performance of this Agreement, shall not prohibit Contractor, Contractor's employees, or agents from waiving the right of subrogation prior to a loss. Contractor hereby waives all rights of subrogation against the City.

g) Unless otherwise approved by City, Contractor's insurance shall be written by insurers authorized and admitted to do business in the State of California with a minimum "Best's" Insurance Guide Rating of "A:VII." Self-insurance will not be considered to comply with these insurance specifications.

h) In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor.

i) Contractor agrees to provide evidence of the insurance required herein, satisfactory to

City Attorney and Risk Manager, consisting of certificate(s) of insurance evidencing all of the coverages required and an additional endorsement to Contractor's general liability and umbrella liability policies using ISO form CG 20 10 11 85. Certificate(s) are to reflect that the insurer will provide at least thirty days written notice of cancellation, material reduction in coverage or reduction in limits and ten days written notice for non-payment of premium. Contractor agrees to require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions. Contractor agrees to provide complete copies of policies to City within ten days of City's request for said copies.

j) Contractor shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.

k) Any actual or alleged failure on the part of the City or any other additional insured under these requirements to obtain proof of insurance required under this Agreement in no way waives any right or remedy of City or any additional insured, in this or any other regard.

l) Contractor agrees to require all subcontractors or other parties hired for this Project to provide workers' compensation insurance as required herein and general liability insurance naming as additional insureds all parties to this Agreement. Contractor agrees to obtain certificates evidencing such coverage and make reasonable efforts to ensure that such coverage is provided as required here. Contractor agrees to require that no contract used by any subcontractor, or contracts Contractor enters into on behalf of City, will reserve the right to charge back to City the cost of insurance required by this Agreement. Contractor agrees that upon request, all agreements with subcontractors or others with whom Contractor contracts with on behalf of City, will be submitted to City for review. Contractor acknowledges that such contracts or agreements may require modification if the insurance requirements do not reflect the requirements herein. Failure of City to request copies of such agreements will not impose any liability on City, its Council, boards and commissions, officers, employees, agents and volunteers.

m) If Contractor is a Limited Liability Company, general liability coverage must be amended so that the Limited Liability Company and its Managers, Affiliates, employees, agents and other persons necessary or incidental to its operation are insureds.

n) Contractor agrees to provide immediate notice to City of any claim or loss against Contractor that includes City as a defendant. City assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve the City.

o) Coverage will not be limited to the specific location or individual entity designated as the address of the Project. Contractor agrees to have its coverage endorsed so that all coverage limits required pursuant to this requirement are available separately for each and every location at which Contractor conducts operations of any type on behalf of City. Contractor warrants that

these limits will not be reduced or exhausted except for losses attributable to those specific locations and not by losses attributable to any other operations of Contractor.

p) Contractor agrees not to attempt to avoid its defense and indemnity obligations to City, its Council, boards and commissions, officers, employees, agents and volunteers by using as a defense Contractor's statutory immunity under workers' compensation or similar statutes.

r) Contractor agrees to ensure that coverage provided to meet these requirements is applicable separately to each insured and that there will be no cross liability exclusions that preclude coverage for suits between Contractor and City or between City and any other insured or Named Insured under the policy, or between City and any party associated with City or its employees.

s) Contractor shall maintain commercial general liability, and if necessary, commercial umbrella liability insurance, with a limit of not less than two million dollars ($2,000,000) each occurrence for at least three years following substantial completion of the work.

u) City reserves the right to modify the insurance requirements set forth herein in accordance with the terms of any specific Service Order issued as provided by the Agreement.

DRAFT

VERIFICATION OF CALIFORNIA CONTRACTOR'S LICENSE

I certify, under penalty of perjury, that I have a valid California Contractor's license issued pursuant to Business and Professions Code section 7000 and following, and was so licensed at the time that the bid was awarded:

CALIFORNIA CONTRACTOR'S LICENSE:

License Number: _____
Class: _____
Expiration Date: _____

CONTRACTOR

Date: _____ _____
Signature

_____
Print Name

(Public Contract Code § 6100)

DRAFT

CERTIFICATE REGARDING WORKERS' COMPENSATION

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

CONTRACTOR

Date: _____ _____

Signature

_____

Print Name

DRAFT

CERTIFICATE REGARDING DEPARTMENT OF INDUSTRIAL RELATIONS CONTRACTOR REGISTRATION

I certify, under penalty of perjury, that Contractor is registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

Contractor's Department of Industrial Relations registration number is: _____

Date: _____ _____
Signature

_____
Print Name & Title

(Labor Code section 1725.5)

DRAFT

LIST OF SUBCONTRACTORS

WORK IDENTIFICATION:

_____

NAME AND ADDRESS OF BIDDER:

_____

_____

Name/Address/Phone #/State/License # of subcontractor/ City License #	Department of Industrial Relations Registration Number*	Items of Work	Portion of Work (% of Contract Price)
NONE			
		% of Total Contract Price by Subcontract	
		% of Total Contract Price by Contractor	

*Pursuant to Division 2, Part 7, Chapter 1, (commencing with section 1720 including section 1725.5) of the Labor Code

DRAFT

6607 San Leandro St, Oakland, CA 94621/ Phone: (650) 867 -8657 / Fax (650) 240-3866 / CL# 103474

5/19 /26

Sidewalk Off-Sets & Hole/Spall Repairs Phase 2

PROPOSAL FOR "NOT TO EXCEED" AGREEMENT BETWEEN: THE CITY of MARINA AND PRECISION CONCRETE CUTTING (PCC)

Overview

Uneven sidewalks caused by ground settling and tree roots cause a potential hazard to pedestrians. Displaced sidewalks cause problems for both public and private entities in the form of trip and fall liability exposure.

It is proposed that the City of Marina and PCC enter into an agreement whereby PCC will inspect sidewalks as identified by City staff. The price for these services shall not exceed the proposed dollar amount and quantity defined in the "Proposal Detail" section below.

Data Collection and Sidewalk Assessment Proposal Detail

Contract amount: total charge for services rendered shall not exceed **$203,051**

Scope of Work

- Repair Off-sets up to 2" with shaving technology
- PCC will capture field data including after site photos, date of repair.

Project Area Map:

Shaving Off-set & Hole/Spall Sidewalk Repair Scope and Rates

Sidewalk Shaving Repair Billing Units: Services are billed in "Inch Feet". An inch foot is calculated by measuring the average height of the sidewalk off-set and multiplying this average by the length of the cut. Example: A sidewalk off-set on a 4-foot wide sidewalk that consists of a 0.5" rise on one side, and tapers down to a zero rise on the other is calculated as follows:

$$\frac{0.5" + 0"}{2} \times 4\text{ft} = 1 \text{ inch-foot}$$

Unit Price for sidewalk shaving: $52.25 per inch-foot

Shaving Off-set Sidewalk Repair Specifications

A. Contractor shall repair all sidewalk trip hazards from 1/4" and up to 2" differential, as long as the integrity of the sidewalk is not compromised, within the areas identified in a Work Order.

B. Contractor shall remove hazards completely, from one end of the raised sidewalk joint to the other if applicable, leaving a zero point of differential between slabs.

C. Contractor will repair holes and spalls that have been identified using Elephant Armor.

D. Contractor shall not cause any damage to landscaping, retaining walls, curbs, sprinkler heads, utility covers or other objects adjacent to sidewalks. If the contractor and/or contractor's equipment does cause damage to above, the City must be notified immediately and damages must be repaired at the Contractor's expense within 24 hours of the time the damage occurred.

E. Contractor must completely and immediately clean up all debris after each hazard is repaired. All costs incurred for disposal of waste material shall be included in unit cost.

F. Contractor shall repair each sidewalk trip hazard without damage or visible markings to adjacent slab(s) or curb(s).

G. No water-cooling is allowed unless all slurry and contaminates are contained. Under no circumstances shall any slurry or contaminates enter storm drains or cause excessive environmental impact. Contractor shall use a dust abatement system, and demonstrate such a system to the satisfaction of the City.

H. Contractor shall guarantee specified repair slope (1:10 based upon requirements outlined by the Americans with Disabilities Act) is achieved. If defined slope is not achieved, contractor shall repair to specification at no additional charge within 24 hours of discovery.

I. Contractor shall guarantee that the removed trip hazard will have a uniform appearance and texture. The finished surface shall have a coefficient of friction of at least 0.6 and show via previous testing that the technique used yields the specified coefficient of friction.

J. The hardware must be flush to the ground and capable of working at any angle and perform trip hazard removal in hard-to-reach areas, around obstacles, on narrow walkways, next to fences and retaining walls or buildings.

K. Grinding or pulverization of the concrete is NOT acceptable or allowed, causing microcracks or weakening the concrete panel. Contractor's sidewalk defect repairs shall not leave ridges or grooves that could hold water and prevent drainage of rain water or irrigation.

L. Dust collection device will be used in conjunction with High powered vacuums that use HEPA filters and collect 90% of the dust.

-

LIMITATIONS

PCC removes only those trip hazards specifically requested or approved by customers, and therefore makes no guarantee or representation that areas are free of trip hazards after the work is completed. In addition, PCC only performs certain trip hazard repairs. Among other things, PCC does not remove and replace sidewalk slabs (R&Rs) and does not repair certain ATTNs (e.g. utility boxes). Furthermore, to preserve clients' budget, PCC typically does not perform any repair at and around any sidewalk slabs that require to be replaced. It is our customers' responsibility to provide proper access, and PCC assumes no liability for trip hazards that cannot be repaired due to parked vehicles or other obstacles preventing safe and practical access. In such cases, PCC returns once to attempt completion of repairs that could not be completed the first time. Additionally, it is recognized that after completion of the work, the concrete trip hazards may and frequently do continue to move naturally over time due to roots, water, freezing, pipes, and other natural or man-made causes. PCC is not responsible for movement or changes in the sidewalk and is not liable for any related claims, losses, damages or liabilities thereto pertaining to it.

Precision Concrete Cutting is committed to providing the highest quality service to our clients. Should you have any questions of comments, please do not hesitate to contact us.

PCC Representative:
X_____

YOUR HERE REPRESENTATIVE:
Title

June 29, 2026 Item No. **10g(2)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

RECOMMENDATION TO CONSIDER ADOPTING RESOLUTION NO. 2026-, APPROVING AN AGREEMENT BETWEEN THE CITY OF MARINA AND SHEA HOMES, LP, FOR THE MAINTENANCE OF RIGHT OF WAY IMPROVEMENTS WITHIN THE LINEAR PARK AND 2ND AVENUE AS SHOWN ON THE PHASE 3 SOUTH FINAL MAP, AND; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENTS ON BEHALF OF CITY SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY.

RECOMMENDATION:

It is recommended that the City Council consider:

1. Approving an agreement between the City of Marina and Shea Homes, LP, for the maintenance of right-of-way improvements within the Linear Park and 2nd Avenue as shown on the Phase 3 South Final Map, and;

2. Authorizing the City Manager to execute the agreements on behalf of the City subject to final review and approval by the City Attorney.

BACKGROUND:

At the regularly scheduled meeting of March 3, 2026, the City Council approved the Phase 3 South Final Map for The Dunes on Monterey Bay Development Project Subdivision ("Development"). As part of the approval for the Final Map, right of way had been dedicated to the City for pathways, lighting and landscape improvements.

ANALYSIS:

Similar to other phases in the Development, Shea Homes ("Developer") will be taking over maintenance of proposed improvements within the parcels and streets noted in **EXHIBIT A**. Maintenance responsibilities to be covered shall consist of all improvements within the areas denoted in Exhibit A including but not limited to landscaping (including irrigation & meter charges), artwork, benches and any lighting not related to public street lighting. Water charges from irrigation will also paid by the Developer. Staff has reviewed the agreement with the Developer **(EXHIBIT B)** and recommend it for approval.

FISCAL IMPACT:

Improvements within the linear park along Ocean Bluff/Sand Dune Ave. and the park strip along 2nd Avenue shall be funded and constructed by the Developer. The Homeowners Association will continue to fully fund and manage the maintenance of these improvements noted above. Ownership of the right of way will remain with the City and no property will be conveyed as part of this agreement.

CONCLUSION:
This request is submitted for City Council consideration and possible action.

Respectfully submitted,

_____
Edrie Delos Santos, P.E.
Public Works Department
City of Marina

REVIEWED/CONCUR:

_____
Ismael Hernandez
Public Works Director
City of Marina

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA APPROVING AN AGREEMENT BETWEEN THE CITY OF MARINA AND SHEA HOMES, LP, FOR THE MAINTENANCE OF RIGHT OF WAY IMPROVEMENTS WITHIN THE LINEAR PARK AND 2ND AVENUE AS SHOWN ON THE PHASE 3 SOUTH FINAL MAP, AND; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENTS ON BEHALF OF CITY SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY.

WHEREAS, at the regularly scheduled meeting of March 3, 2026, the City Council approved the Phase 3 South Final Map for The Dunes on Monterey Bay Development Project Subdivision ("Development"). As part of the approval for the Final Map, right of way had been dedicated to the City for pathways, lighting and landscape improvements, and;

WHEREAS, similar to other phases in the Development, Shea Homes ("Developer") will be taking over maintenance of proposed improvements within the parcels and streets noted in **Exhibit A**. Maintenance responsibilities to be covered shall consist of all improvements within the areas denoted in Exhibit A including but not limited to landscaping (including irrigation & meter charges), artwork, benches and any lighting not related to public street lighting. Water charges from irrigation will also paid by the Developer. Staff has reviewed the agreement with the Developer (**Exhibit B**) and recommend it for approval, and;

WHEREAS, improvements within the linear park along Ocean Bluff/Sand Dune Ave. and the park strip along 2nd Avenue shall be funded and constructed by the Developer. The Homeowners Association will continue to fully fund and manage the maintenance of these improvements noted above. Ownership of the right of way will remain with the City and no property will be conveyed as part of this agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby:

1. Approve an agreement between the City of Marina and Shea Homes, LP, for the maintenance of right-of-way improvements within the Linear Park and 2nd Avenue as shown on the Phase 3 South Final Map, and;

2. Authorize the City Manager to execute the agreements on behalf of the City subject to final review and approval by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting held on the 7th day of March 2026, by the following vote:

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

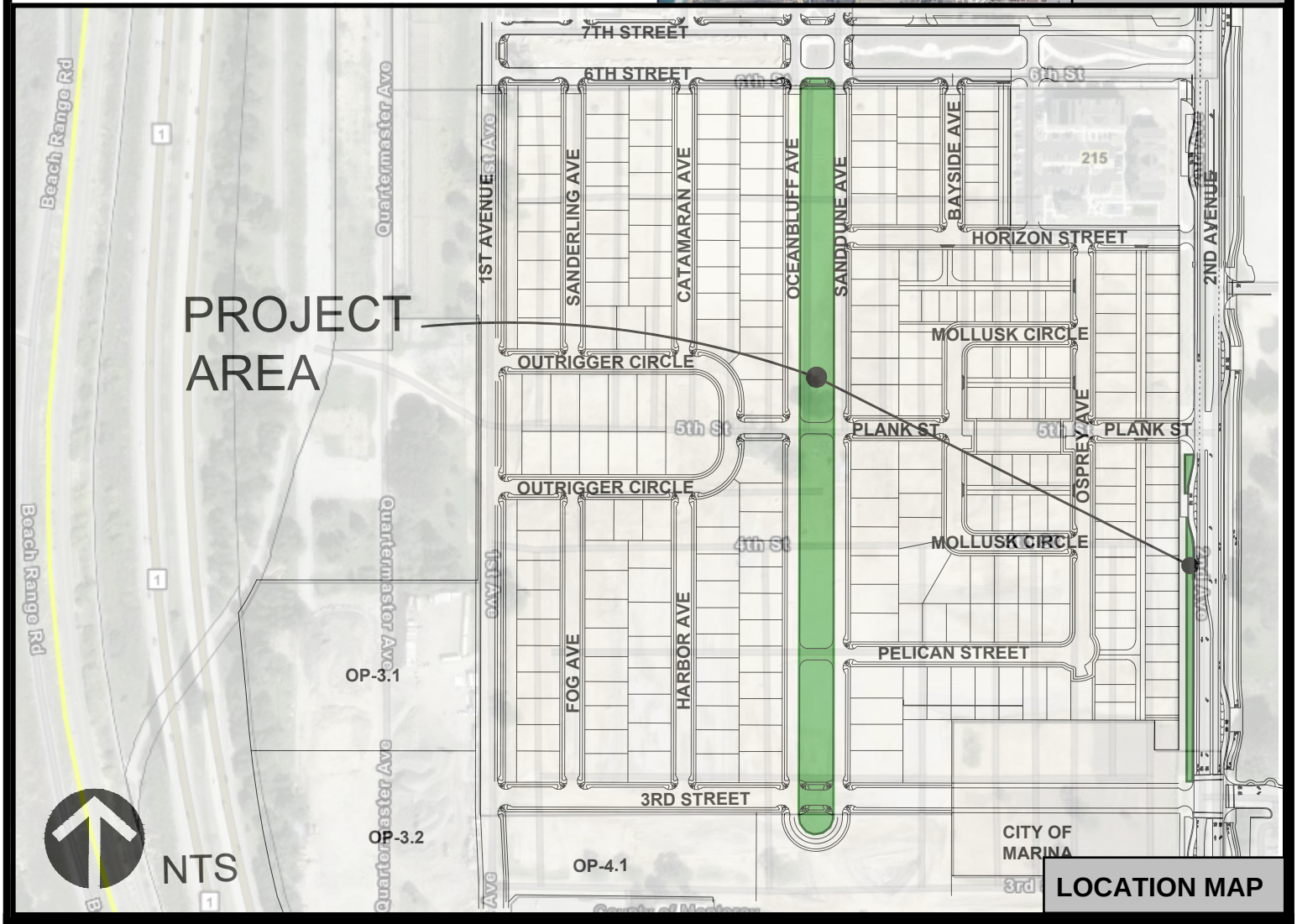
_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, City Clerk

VICINITY MAP

For more information, see Exhibit B



LOCATION MAP

PUBLIC WORKS DEPARTMENT
CITY OF MARINA
211 HILLCREST AVENUE
MARINA, CALIFORNIA 93933

PH: (831) 884-1212
FAX: (831) 384-0425

N

Right of Way Maintenance Exhibit

for Private Improvements within Phase 3 South

SCALE: NONE

Exhibit A

06/29/2026

4

NO FEE DOCUMENT

Government Code §6103
RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

City of Marina
211 Hillcrest Avenue
Marina, CA 93933
Attn: City Clerk

The Above Space For Recorder's Use Only

RIGHT OF WAY ACCESS AND MAINTENANCE AGREEMENT
(The Dunes on Monterey Bay – Public Right of Way Maintenance Areas – Phase 3 South Map)

THIS AGREEMENT ("**Agreement**") is made and entered into on this _____ day of _____ 202__, by and between the CITY OF MARINA, a California municipal corporation ("**City**") and SHEA HOMES LIMITED PARTNERSHIP, a California limited partnership ("**Owner**") (collectively referred to as "**Parties**").

1. Owner owns real property in the City of Marina, County of Monterey, State of California, more specifically described in the legal description in **Exhibit "A"** attached hereto and incorporated herein by this reference ("**Common Area**").

2. Owner is developing the Common Area as a portion of that certain residential community commonly known as "The Dunes on Monterey Bay". Owner will convey the Common Area to The Dunes on Monterey Bay Association, a California nonprofit mutual benefit corporation in phases ("**Association**"). A portion of the Common Area described on **Exhibit "A-1"** attached hereto ("**Phase 97 Common Area**") will be deeded in fee title to the Association immediately prior to the first close of escrow of a home under a California Department of Real Estate Public Report for Phase 97.

3. Owner has or will install: improvements and landscaping (including but not limited to power and water meters) as shown on the Landscape Construction Documents for The Dunes on Monterey Bay Phase 3 Linear Parks by vanderToolen Associates, approved by the City of Marina City Engineer on February 6, 2025 (collectively "**Private Improvements**") within City owned median right of way property described and depicted on **Exhibit "B"** attached hereto and incorporated herein ("**City Property**").

4. The City and Owner desire that the Private Improvements within the City Property be maintained by the Responsible Party (as hereinafter defined) in the same manner as the Common Area. Notwithstanding the foregoing, the obligation for the Responsible Party to maintain the Private Improvements within City Property shall not commence until: (i) the Owner has confirmed that the Private Improvements have been installed within the City Property, and (ii) the City and the Owner have jointly conducted an inspection walk of the City Property (collectively, the "**Maintenance Commencement Date**").

5. The burdens and benefits of this Agreement are intended to be covenants that run with the land, binding Owner, and any subsequent party with ownership or control of the Phase 97 Common Area, including, but not limited to, the Association ("**Responsible Party**").

6. Owner shall be responsible for its obligations under this Agreement as to the Private Improvements, until Owner conveys the Phase 97 Common Area to the Association, at which time the Association shall assume all rights and obligations of Owner for the Private Improvements under this Agreement ("**Association Transfer Date**"). Owner shall have no further rights or obligations under this Agreement for any matters arising after any Association Transfer Date as to the Private Improvement which the Association is deemed the Responsible Party and the Association will be deemed the sole Responsible Party under this Agreement as to such improvements. Each party hereto agrees to execute and deliver such additional documents and instruments and to perform such additional acts as may be necessary or appropriate to effectuate, carry out and perform all of the terms, provisions and conditions of this Agreement.

7. As of the Maintenance Commencement Date, the Responsible Party shall, at its sole cost and expense, be responsible for maintaining the Private Improvements in accordance with the Declaration of Restrictions (CC&Rs) A Master Planned Community recorded on July 23, 2015, as Document No. 2015041008 in the records of Monterey County, California, as amended by a First Amendment recorded on August 11, 2015, as Document No. 2015044900, as further amended by a Second Amendment recorded on October 7, 2015, as Document No. 2015057565, as further amended by a Third Amendment recorded on May 27, 2016, as Document No. 2016028749, all recorded in the records of Monterey County, California, and any additional amendments thereto (collectively, the "**Declaration**") and all federal, state or local laws and regulations.

8. If the Responsible Party desires to make any material alterations to the Private Improvements (excluding typical maintenance and plant replacement), the Responsible Party shall gain the approval from the City prior to completing such material alterations, shall obtain permits necessary for such alterations, and provide as-built plans to the City within 2 weeks of completion of such alterations. Similarly, if the City requests materials alterations to the Private Improvements, the City shall gain the approval from the Responsible Party prior to completing such material alterations, and provide any as-built plans to the Responsible Party within 2 weeks of completion of such alterations.

9. As of the date of this Agreement and continuing until terminated, the City hereby grants to Owner, for the benefit of the Responsible Party a right-of-entry onto the City Property to, maintain, repair and replace the Private Improvements in accordance with the requirements of the CC&Rs, and if such CC&Rs are hereafter amended or terminated, to maintain, repair, and replace the Private Improvements to a standard of quality and condition that is the same as or better than that required under the CC&Rs as they exist as of the date of this Agreement. The Responsible Party shall not interfere unreasonably with the City and the public use of the City Property except to the extent necessary to perform the maintenance tasks required pursuant to the CC&Rs. The Responsible Party shall be responsible for obtaining any permits and approvals necessary prior to performing any work on the City Property, including but not limited to, any approvals from any utility providers.

10. Insurance shall be required by Responsible Party as set forth in the 2005 Development Agreement for University Villages under Section 2.9.2.3, or the CC&Rs Section 8.3 as either of those agreements or restrictions may be amended, supplemented, restated, or replaced from time to time.

11. From and after the Maintenance Commencement Date, the Responsible Party shall indemnify, defend, protect, and hold harmless the City and any and all representatives of the City from and against all injuries, losses, claims, judgments, costs, expenses, liabilities or damages arising out of or in connection with this Agreement as set forth in the 2005 Development Agreement for University Villages Section 2.9.2.3 as to Owner, or as set forth in this Section 11 for Association, except to the extent such losses or liabilities are caused by the sole negligence or willful misconduct of the City. The indemnification obligations set forth in this Section 11 shall survive the termination of this Agreement. Notwithstanding anything in this Agreement to the contrary, the Responsible Party shall have no indemnification obligation with respect to any all injuries, losses, claims, judgments, costs, expenses, liabilities or damages (including without limitation attorney's fees) because of or arising or resulting directly or indirectly from the negligence, gross negligence or willful misconduct of the City or any representative of the City.

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

13. This Agreement shall be deemed to be made in, and the rights and liabilities of the parties, and the interpretation and construction of the Agreement governed by and construed in accordance with the laws of the State of California. Any legal action arising out of this Agreement shall be filed in and adjudicated by a court of competent jurisdiction in the County of Monterey, State of California.

DRAFT

14. If the Responsible Party fails to perform its obligations under this Agreement or pursuant to the CC&Rs, the City shall give the Responsible Party written notice of such breach, and the Responsible Party shall have thirty (30) days thereafter to cure such breach (or such additional period of time, not to exceed an additional thirty (30) days, if such breach is not susceptible of being cured within such 30-day period provided the Responsible Party commenced such cure within such initial 30-day period and is diligently prosecuting such cure to completion). If such breach is not cured by the Responsible Party after notice and opportunity to cure as set forth in the immediately preceding sentence, the City may terminate this Agreement by giving the Responsible Party written notice of the termination. Any such termination shall be effective thirty (30) days after the City gives such notice. Notwithstanding any other provision, the City may at any time terminate this Agreement, in whole or in part, upon written notice to the Responsible Party if the City determines that such termination is necessary for a public project, public use, or in connection with any taking, acquisition, or exercise of the City's power of eminent domain affecting the City Property. Upon termination, neither Party shall have further obligation hereunder except for (i) obligations accruing prior to termination, and (ii) the Responsible Party's indemnification and insurance obligations, which shall survive termination to the extent of acts or omissions occurring prior to the effective date of termination. While Owner owns any portion of the Dunes on Monterey Bay development, copies of all notices provided by the City to the Association as the Responsible Party hereunder, shall also be provided to the Owner. After the Association Transfer Date, Owner shall have the right, but not the obligation, to cure any default by the Association under this Agreement.

15. This Agreement may be executed in counterparts, each of which when taken together will constitute one fully executed original.

IN WITNESS THEREOF, the parties hereto have affixed their signatures as of the date first written above.

CITY OF MARINA,
a Municipal corporation

By: _____
Name: Layne Long
Its: City Manager

SHEA HOMES LIMITED PARTNERSHIP,
a California limited partnership

By:_____
Name:_____
Title:_____

By:_____
Name:_____
Title: _____

DRAFT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of)

On _____, before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(is), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of)

On _____, before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ices), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

DRAFT

EXHIBIT "A"
Legal Description of Common Area

REAL PROPERTY IN THE CITY OF MARINA, COUNTY OF MONTEREY, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

Parcels OS-3S.8, OS-3S.9, OS-3S-10, OS-3S-11, OS-3S-12, LS.3.3 and LS.3.6 as shown on that certain Map entitled "Tract No. 1575 The Dunes on Monterey Bay Phase 3 South", filed for record on April 29, 2026, in Volume 24 of Maps, at Page 99 Official Records of Monterey County.

DRAFT

EXHIBIT "A-1"
Legal Description of Phase 97 Common Area

Parcel LS-3.6 as shown on that certain Map entitled "Tract No. 1575 The Dunes on Monterey Bay Phase 3 South", filed for record on April 29, 2026, in Volume 24 of Maps, at Page 99 Official Records of Monterey County.

DRAFT

EXHIBIT "B"
Depiction of City Property

(Median Landscaping south of Plank between Ocean Bluff and Sand Dunes and Second Avenue Right of Way)

[Attached Hereto]

DRAFT

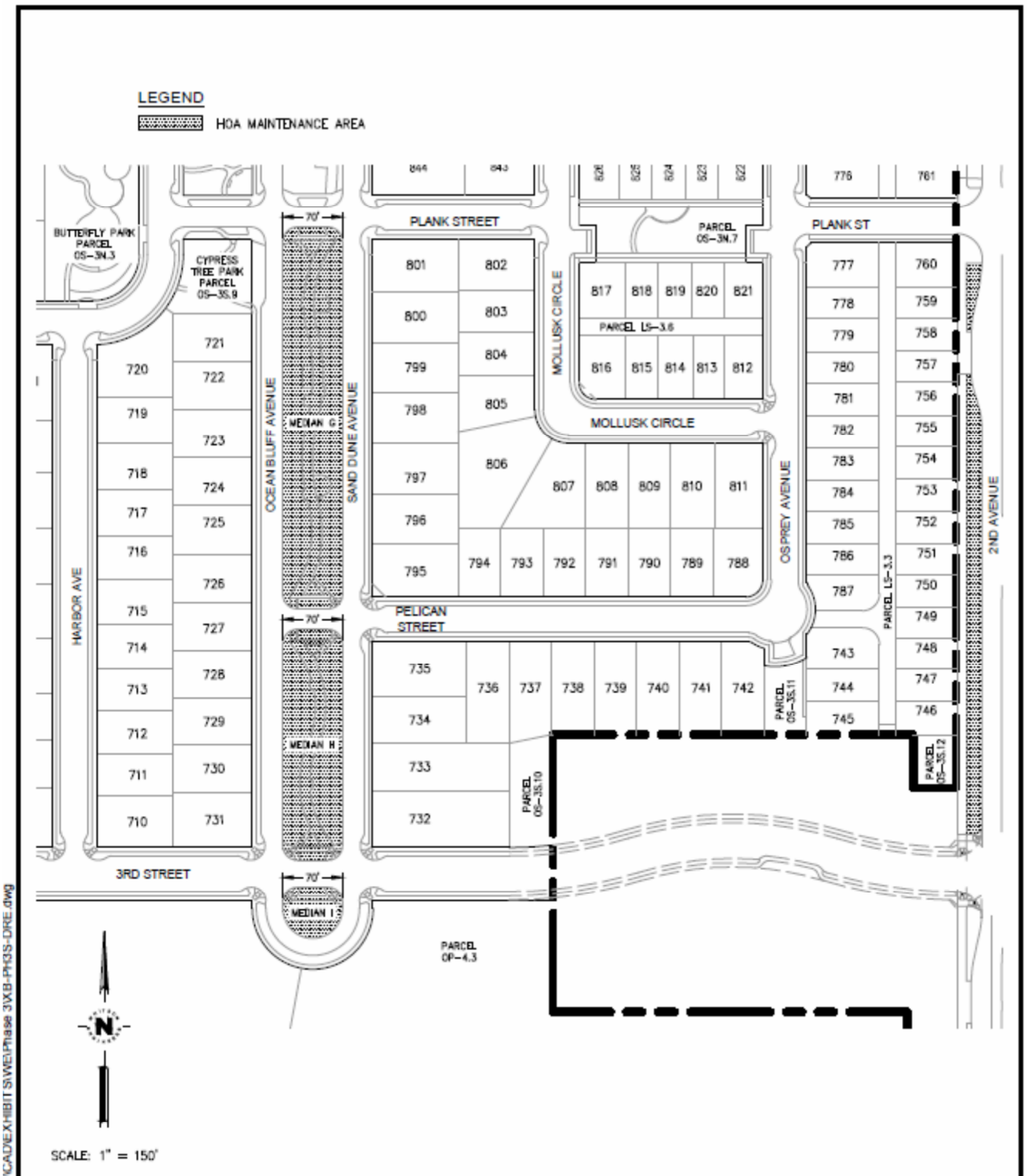


EXHIBIT B

RIGHT-OF-WAY PRIVATE IMPROVEMENTS
THE DUNES ON MONTEREY BAY - PHASE 3 SOUTH
MARINA, CALIFORNIA
MAY 20, 2026

Whitson ENGINEERS
Civil Engineering + Land Surveying
6 Harris Court
Monterey, CA 93940
831.649.5225
whitsonengineers.com

T:\Monterey Projects\3140\CAD\EXHIBIT S\WE\Phase 3\XB-Ph3S-DRE.dwg

PROJECT No.: 3140.46

July 2, 2026 Item No. **10g(3)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION 2026-, AUTHORIZING THE CITY MANAGER TO EXECUTE A SECOND AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF MARINA AND TRIPEPI SMITH AND ASSOCIATES, INC. FOR REVENUE MEASURE OUTREACH SUPPORT SERVICES

RECOMMENDATION:
It is recommended that the City Council:

1. Adopt Resolution No. 2026-, authorize the City Manager to execute an amendment increasing the amount of the agreement between the City of Marina and Tripepi Smith and Associates, Inc. by $50,000 for continued Revenue Measure Outreach Support Services; and

2. Authorize the Finance Director to make appropriate budget adjustments.

BACKGROUND:
In October 2025, the City of Marina approved a first amendment to the agreement with Tripepi Smith and Associates, Inc. to add additional funds to provide Revenue Measure Outreach Support Services, on a time-and-materials basis not-to-exceed $120,000, plus an additional $40,000 to fund an opinion survey to assess citizen support and viability of new revenue sources for a potential November 2026 ballot measure based on the original scope of work proposed to the City. **(EXHIBIT A)**

Since the start of this engagement effort, Tripepi Smith has supported the City's public education and outreach efforts through a range of deliverables, including two community mailers educating residents about the state of City facilities; an educational webpage with ongoing updates; facilitation, reporting, and presentation support for the City Facilities Citizens Advisory Committee (CFCAC); two in-person community workshops and one virtual community Q&A meeting; development of talking points to support community facility tours; social media monitoring and education; digital ad placement creation, facilitation, and monitoring; three press releases regarding the state of City facilities and community meetings; and a virtual facility tour walkthrough video.

Several of these efforts – including CFCAC support, the in-person workshops, the virtual Q&A meeting, and a four-page facility update mailer – were not included in the original $120,000 scope. These additional efforts were identified by City Council and staff as important components of the City's public education process and were added to strengthen community awareness and engagement.

ANALYSIS:
As a result of this expanded scope, the budget allocated under the current agreement will not sustain the current level of service through the end of the agreement period. As of June 30, 2026, approximately $9,100 remained in the contract. To maintain continuity, responsiveness, and consistency of the City's public education efforts related to the potential Revenue Measure through the November 2026 election period, staff is requesting an additional $50,000 **(EXHIBIT B).** This

would bring the total not-to-exceed amount under the agreement to support the Revenue Measure to $210,000. The recommended scope of outreach from July through November 2026 includes post-adoption mailers, press releases, talking points, webpage content and launch, social media support, an animated explainer video, and up to two additional community meetings, culminating with the November 2026 election. This scope is subject to change depending on timeline and staff preference and recommendation. The City retains full flexibility under the time-and-materials structure to adjust the scope and level of engagement at any time.

FISCAL IMPACT:
The additional $50,000 is proposed to come from unallocated fund balance.

CONCLUSION:
This request is submitted for City Council consideration and possible action.

Respectfully submitted,

_____
Cyrah Caburian
Executive Assistant
City of Marina

REVIEWED/CONCUR:

_____
Layne P. Long
City Manager
City of Marina

Exhibit A – Tripepi Smith & Associates – Revenue Measure Outreach Support Services contract (Resolution 2025-113) – October 2025
Exhibit B – Draft Amendment to Contract

RESOLUTION NO. 2026-

A RESOLUTION OF CITY COUNCIL OF THE CITY OF MARINA AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF MARINA AND TRIPEPI SMITH AND ASSOCIATES, INC., FOR REVENUE MEASURE OUTREACH SUPPORT SERVICES

WHEREAS, in October 2025, the City of Marina entered into an agreement with Tripepi Smith and Associates, Inc. for Revenue Measure Outreach Support Services, on a time-and-materials basis in an amount not-to-exceed $160,000, to support the City's public education and outreach efforts regarding the state of City facilities and a potential Revenue Measure; and

WHEREAS, since the commencement of the agreement, Tripepi Smith and Associates, Inc. has provided community mailers, an educational webpage, facilitation and presentation support for the City Facilities Citizens Advisory Committee, in-person and virtual community meetings, press releases, digital advertising, and other public education deliverables; and

WHEREAS, the scope of work under the agreement has expanded beyond original projections to include additional Citizens Advisory Committee support, community workshops, a virtual Q&A meeting, and an expanded facility update mailer, as identified by City Council and staff to strengthen community awareness and engagement, resulting in the near depletion of the original contract budget; and

WHEREAS, to continue consistent and responsive public education and outreach support related to the potential Revenue Measure through the November 2026 election period, an increase to the contract with Tripepi Smith and Associates, Inc. in the amount of $50,000 is necessary.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby:

1. Authorize the City Manager to execute an amendment to the agreement between the City of Marina and Tripepi Smith and Associates, Inc. increasing the amount of the contract by $50,000 for continued Revenue Measure Outreach Support Services; subject to final review and approval by the City Attorney; and

2. Authorize the Finance Director to make appropriate budget adjustments.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

AMENDMENT TO AGREEMENT WITH CITY OF MARINA AND TRIPEPI SMITH AND ASSOCIATES

THIS AMENDMENT ("First Amendment") to the Agreement dated June 5, 2025 is made this 7th day of January 2026, by and between the City of Marina, a California charter city ("CITY") and Tripepi Smith and Associates ("CONTRACTOR"). CITY and CONTRACTOR are sometimes referred to herein collectively as the "Parties."

Recitals

A. On June 5, 2025, CITY and CONTRACTOR entered into the Agreement for General Communications Services (the "Agreement") to provide on-call communications support for strategic marketing, public outreach and engagement and any additional general communications support services identified by the City. The term of the Agreement ends on June 5, 2027, and compensation to the CONTRACTOR under the Agreement was provided on a time and materials basis not to exceed $175,000.

B. Parties desire to amend the Agreement through a First Amendment to provide additional funding for community engagement, education and outreach for constructing City facilities and potential funding strategies. At the October 7 City Council meeting, CITY authorized $120,000 in additional funds for this purpose, as well as $40,000 to fund an Opinion Survey to assess citizen support and viability of new revenue sources for a potential November 2026 ballot measure.

C. Only the numbered Article of the Agreement which is being amended is set forth in this First Amendment.

Terms & Conditions Amended

Now, therefore, the Parties agree to amend the Agreement as follows:

1. Article 3 "Compensation" Section (a) is amended to read in its entirety:

> a. "City liability for compensation to Contractor under this Agreement shall only be to the extent of the present appropriation to fund this Agreement. For services to be provided under this Agreement, City shall compensate Contractor on a time and materials basis in an amount not to exceed **Three Hundred Thirty-Five Thousand Dollars ($335,000.00)** in accordance with the provisions of this Section and the attached hereto as "Exhibit A" and incorporated herein by this reference."

All other terms and conditions of the Agreement shall remain in full force and effect.

This Amendment may be executed in two (2) counterparts, each of which shall be deemed an original, but both of which together shall constitute one and the same instrument. Counterpart

may be delivered by facsimile, electronic mail (including pdf. or any electronic signature complying with the U.S.ESIGN Act of 2000, California's Uniform Electronic Transactions Act (Cal. Civil Code 1633.1 et seq.) or other applicable law) or other transmission method and any counterpart so delivered shall be deemed to have been validly delivered and be valid and effective for all purposes. This Amendment consists of three (3) pages.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment to the Agreement for CONTRACTOR to provide community engagement, education and outreach for the CITY.

CITY OF MARINA

By: _____
Layne Long
City Manager

Date: _____2025

[TRIPEPI SMITH AND ASSOCIATES]

By: Ryder Todd Smith
Name: Ryder Todd Smith
Its: President

Date: December 18, 2025

(Attestation & Approval follow)

Council Authorization (date): _____
Resolution No. 2025-113

ATTEST:

By: _____
Deputy City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

1997535.1

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment to the Agreement for CONTRACTOR to provide community engagement, education and outreach for the CITY.

CITY OF MARINA

By: _____
Layne Long
City Manager

Date: 1/6/ 2026

[TRIPEPI SMITH AND ASSOCIATES]

By: _____
Name:
Its:

Date: _____2025

(Attestation & Approval follow)

Council Authorization (date): October 7, 2025
Resolution No. 2025-113

ATTEST:

By: _____
Deputy City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

1997535.1

RESOLUTION NO. 2025-113

A RESOLUTION OF THE CITY COUNCIL OF MARINA AUTHORIZING ADDITIONAL FUNDING FOR THE EXISTING PROFESSIONAL SERVICES AGREEMENT WITH TRIPEPI SMITH AND ASSOCIATES FOR COMMUNITY ENGAGEMENT, EDUCATION AND OUTREACH FOR CONSTRUCTING CITY FACILITIES AND POTENTIAL FUNDING STRATEGIES

WHEREAS, the City of Marina is considering constructing new city facilities and is discussing potential funding strategies and new revenues sources to construct new city facilities; and

WHEREAS, Tripepi Smith & Associates has demonstrated expertise in providing public education and outreach services to municipalities on complex fiscal and policy matters, including local revenue measures; and

WHEREAS, effective outreach and education are critical to building public understanding, promoting transparency, and maintaining trust between the City and the community; and

WHEREAS, Tripepi Smith has proposed a scope of services designed to assist the City in developing and implementing a comprehensive public education program.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby:

1. Authorize an additional $120,000 for the existing professional services agreement with Tripepi Smith and Associates for community education and outreach for constructing new city facilities and developing funding strategies.
2. Authorize $40,000 to fund an Opinion Survey to assess citizen support and viability of new revenue sources for a potential November 2026 ballot measure.
3. Authorize the Finance Director to make necessary accounting and budgetary entries.
4. Direct staff to provide bi-monthly update on expenditures and to also include a work plan with timelines.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of October 2025 by the following vote:

AYES: COUNCIL MEMBERS: McAdams, McCarthy, Biala, Visscher, Delgado
NOES: COUNCIL MEMBERS: None
ABSENT: COUNCIL MEMBERS: None
ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

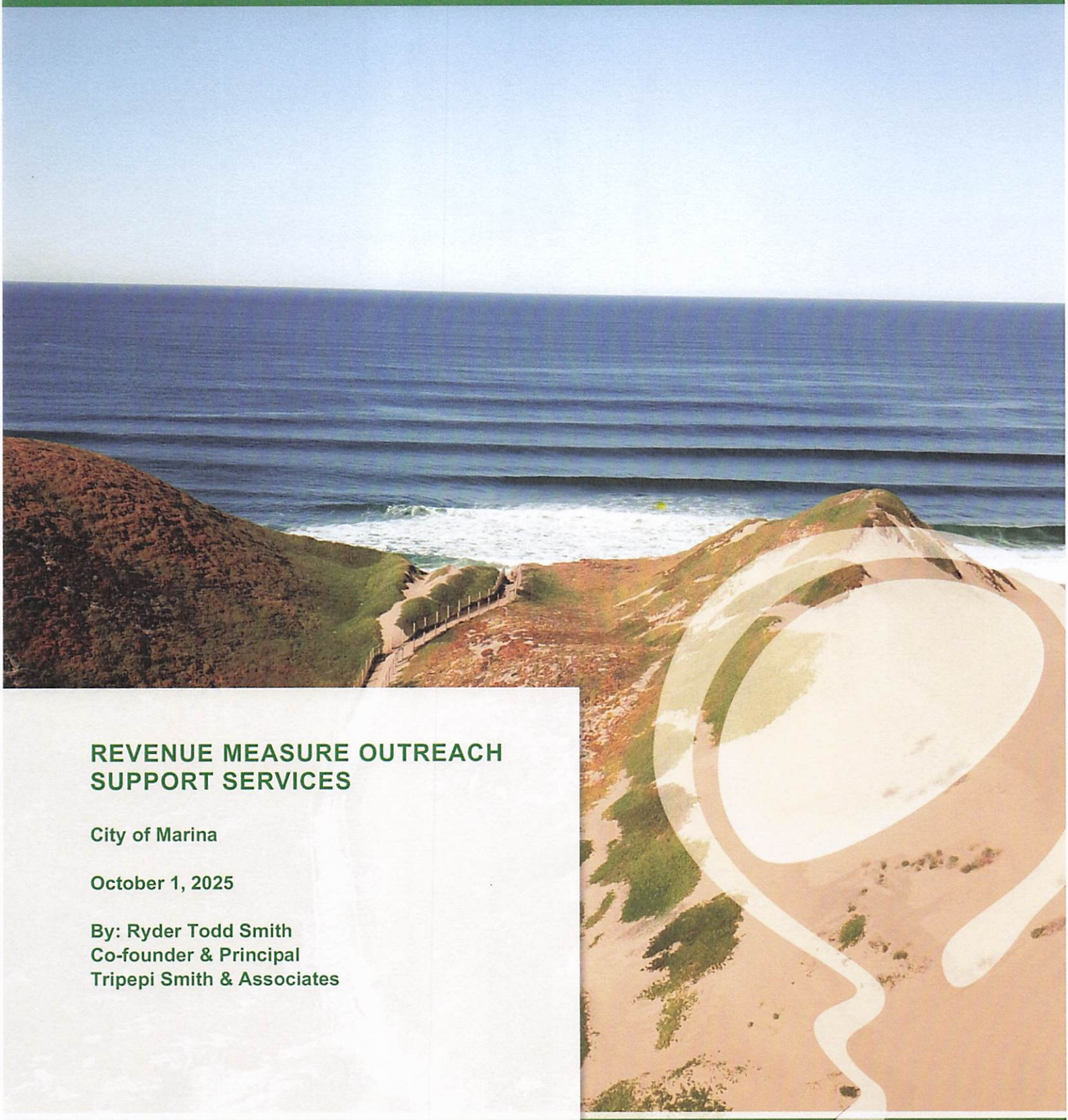
ATTEST:

Anita Sharp, Deputy City Clerk

EXHIBIT A

TRIPEPI SMITH
marketing • technology • public affairs

SINGLE SOURCE COMMUNICATIONS



REVENUE MEASURE OUTREACH SUPPORT SERVICES

City of Marina

October 1, 2025

By: Ryder Todd Smith
Co-founder & Principal
Tripepi Smith & Associates

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POTENTIAL SERVICES.....10
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COST PROPOSAL.....22

"Tripepi Smith was a critical partner who helped us inform voters about Measure F-20. The firm got up and running quickly and outlined an appropriate plan to ensure transparency and public awareness of this local matter. The results were even noticed in neighboring cities who approached me asking for guidance on how they could do the same to inform their community."

Matthew Bronson
City Manager, City of Grover Beach

COVER LETTER

Thank you for this opportunity to partner with the City of Marina on this crucial effort to support future investments in its financial future. I would like to take a moment to explain why we are excited about this work and why we would be the ideal choice for this project.

Tripepi Smith has a deep understanding of the unique dynamics of local communities: over 250 local government agencies, primarily in California, have chosen us to support their communications needs. Our experience spans numerous successful communication initiatives, where we have consistently achieved tangible, impactful results. We boast an excellent track record in providing comprehensive public education and outreach services to municipalities, on a full range of policy, tax and land use matters. Here are just a few recent examples of measures adopted by voters where Tripepi Smith was involved with outreach:

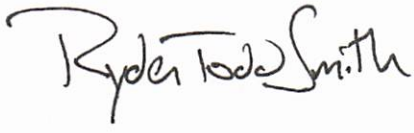
- Brawley - November 2024 - Measure J: 1% sales tax
- La Palma - November 2024 - Measure W: Term limit extensions
- Los Alamitos - November 2024 - Measure X: Term limit extensions and purchasing reforms
- Atascadero - November 2024: Measure L-24: .5% sales tax extensions
- South Pasadena - November 2024 - Measure SP: Modify height restriction limit in zoning code
- Visalia - November 2024 - Measure O: Cannabis tax
- Dixon - November 2024 - Measure J: 1% sales tax
- Livingston - November 2024 - Measure L: Dedicated 1% sales tax for public safety
- Paramount - November 2024 - Measure LR: Revised business license tax
- Palmdale - November 2024 - Measure PD: .75% optional increase in sales tax for local services
- Yorba Linda - November 2024 - Measure J: Land zoning changes authorization

In a time when community engagement and fiscal responsibility are of paramount importance, Tripepi Smith is prepared to bring fresh, effective strategies to the table. We are confident that our dedication and proven track record make us the right partner for the City of Marina. Thank you for considering us for this crucial endeavor. We eagerly anticipate the chance to discuss our proposal in more detail.

Authorization

I affirm that I have the legal authorization to bind Tripepi Smith into agreements with the City of Marina and to make the statements below on behalf of the firm. This proposal is valid for 90 days from the date of submission.

Regards,



Ryder Todd Smith
Co-Founder & President, Tripepi Smith & Associates, Inc.
Ryder@TripepiSmith.com • (626) 536-2173 • PO Box 52152, Irvine, CA 92619

REFRESHER ON TRIPEPI SMITH

A Public Affairs Firm that Understands Local Government

Tripepi Smith excels in public affairs and marketing. Founded in 2000 and incorporated as a California corporation in 2002, the company is headquartered in Orange County, California, with staff throughout the western United States. Tripepi Smith was born in the digital era. We take digital seriously and recognize how critical it is to not only develop great visuals and messaging, but to ensure the audiences we want to reach actually see that content.

"Content x Distribution = IMPACT" is how we illustrate the point: What good is content if you aren't properly promoting, distributing or sharing it? On the other hand, what good is distribution if the content fails to engage your audience positively? We use this principle to guide a comprehensive distribution strategy that ensures we reach our target audiences.

We work in a complex environment where successful communications go hand-in-hand with marketing and technical expertise. As a full-service marketing and creative services firm, Tripepi Smith offers the right professionals for the job while being small enough to be nimble and responsive. Our team offers a broad spectrum of experience and skills that allows us to apply the appropriate resource to the appropriate tasks; this allows us to execute work faster and reduce engagement costs.

In this age of smartphones and voice-activated virtual assistants, we are used to being able to access news and information at our fingertips. When your community cannot easily find information — such as a controversial policy decision, a new housing development or a political scandal — they may resort to finding "the facts" on their own. This is especially true for crisis communications: the longer you wait to address the crisis, the more time you are giving to others to fill that void with their own research and/or opinions.

So, we strive to get your information out there first, even if it is a "holding message" such as "we are aware of the situation and will use our official channels to share more info soon." By publishing information on your agency's website or some other centralized location, you, your agency leadership and your supporters will be able to easily debunk misinformation with verifiable facts and talking points

Tripepi Smith's team comprises over 75 full-time professionals experienced in local government. Our staff includes former municipal employees with backgrounds in creative services, public information and city management, as well as seasoned directors, analysts and practice area specialists. Accredited public relations (APR) professionals guide effective messaging while policy wonks provide counsel on public affairs. TS Creatives fashion compelling branding, websites, print and digital design, social media, photography and videography. We employ multiple FAA-certified drone pilots and operate a full-scale video production studio with extensive event and broadcast experience.

The Result: We can tell a complete story across mediums, all within our one team.

Firm Structure and Financial Matters

Tripepi Smith was founded in 2000 and incorporated in 2002 as a California S Corporation. The firm has two corporate officers, who are also the co-founders with equal ownership of the business:

> **Co-Founder & President Ryder Todd Smith**
>
> **Chief Financial Officer Nicole Smith**

Ryder and Nicole have signing authority to bind Tripepi Smith into agreements with clients. Tripepi Smith has generated a profit every year it has been in operation. We have never had a legal claim filed against us and have never failed to fulfill a contract commitment.

In addition to the President/CEO and CFO, multiple principals and directors oversee the day-to-day operations of a team of analysts, graphic designers, photographers and videographers. All Tripepi Smith employees report directly to the President. Please refer to our Org Chart for full details.

Grounded in Civic Affairs

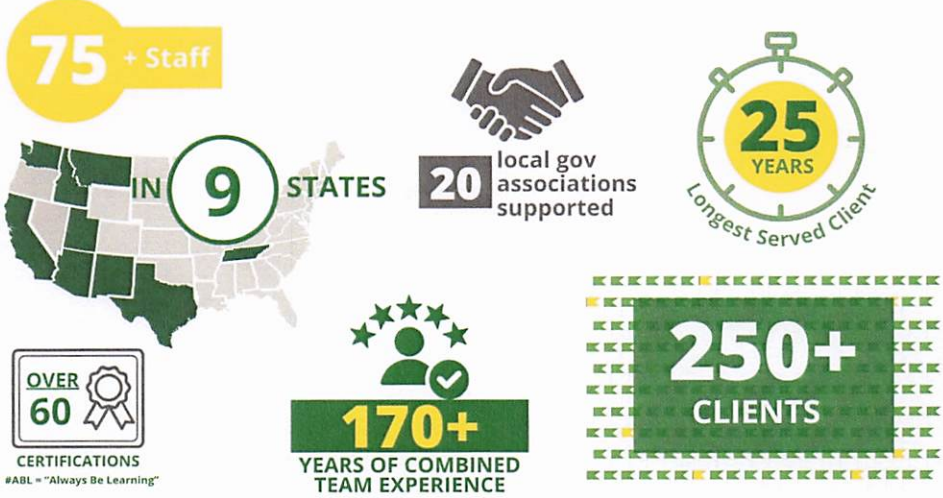
CFO Nicole Tripepi Smith is a second-generation civic-affairs professional (her father was a city manager for 28 years). President Ryder Todd Smith brings over 20 years of public agency marketing and communications experience to the table.

Office Locations

Since early 2017, Tripepi Smith has operated in a completely virtual office environment. Being virtual enhances operational resilience and grants us access to a flexible and diverse workforce. The team — composed of policy wonks, creative message developers, broadcast specialists, videography experts, technology gurus and graphic artists — resides throughout Arizona, California, Idaho, Montana, New Mexico, Tennessee, Texas, Utah, Washington, with a majority based in California.

Contact Information

> **Email: RFP@TripepiSmith.com**
>
> **Phone: (626) 536-2173**
>
> **Mail: PO Box 52152, Irvine, CA 92619**



Our Services

Tripepi Smith operates at the intersection of marketing, technology and public affairs. We excel in each of these areas, but the true power lies in our ability to seamlessly integrate them. This holistic approach allows us to craft impactful solutions for our clients.

Strategy, Marketing, Communications

Strategic Development, Research, Surveys, Messaging

Social Media Management

Web and Social Media Strategy, Optimization (SEO), Metrics

Web Hosting and Support

Email Campaigns

Relations

(Media, Stakeholders, Public, Government)

Support and Training for Events, Presentations and Virtual Gatherings

Digital, Print, Radio, Out-of-Home Advertising

Staff Training

(Media, Social Media, Photo, Brand Implementation)

Association Management Services

Creative Services

Full-Service Graphic Design for Digital, Print and Outdoor

Brand and Logo Development

Content Creation

(Writing, Editorial, Thought Leadership)

Output Services

(Digital Distribution, Print Management, Mail Management)

Illustration and Information Graphics

Photography

Videography, Broadcasting, Podcasting, Drone

Event Production, Technical and AV Support

Animation and Motion Graphics

Web Design and Implementation

DEDICATED MARINA TEAM

The City of Marina's dedicated project team will be enhanced with outreach team members, Ryder Smith and Sienna Boyd. Your Account Manager, Peter Johnson will work in conjunction with Sienna Boyd to closely monitor the quality of work product before Tripepi Smith delivers it to you for review/approval. Should any key personnel become unavailable during our engagement, Tripepi Smith will quickly substitute with other Tripepi Smith resources who have commensurate experience, knowledge and/or skill sets.

The core project team will have dedicated availability to support the engagement, including capacity to provide support under urgent notice and/or time constraints. Tripepi Smith is a collaborative firm with many skill sets available. Any Tripepi Smith staff member may be brought onto the engagement to help with our efforts.

Ryder Todd Smith
Co-Founder & President

Location: Ladera Ranch, CA | Role: Strategic Level Support

Ryder has over 25 years of experience in government relations, technology and marketing. As president, he leads Tripepi Smith and is the ultimate project owner of its clients, which span over 200 public, private and non-profit agencies. Ryder is also the creator of the City Internet Strategies Study, publisher of PublicCEO and the Civic Business Journal and a frequent speaker on the local government circuit. Additionally, his insights have been published by industry-leading publications, such as Western City Magazine and Public Management Magazine, and local government professional organizations, such as the California City Management Foundation and Municipal Management Association of Northern California have recognized and awarded his support as a longtime partner.

Peter Johnson
Senior Business Analyst

Location: San Luis Obispo, CA | Role: Account Manager

Peter Johnson brings nearly a decade of media experience to the Tripepi Smith team and an expertise in writing, community relations and local government policy. Prior to joining Tripepi Smith, he spent five years as the assistant editor of a San Luis Obispo County newspaper, honing his skills communicating the ongoings of local government and politics to the public through his award-winning journalism. Peter possesses a diverse skillset which he deploys creatively with a strong drive to produce quality and impactful results for clients. He graduated from Stanford University with a Bachelor of Arts in Communication.

Peter is certified in Hootsuite Social Marketing and in Creating Boolean Searches and Media Monitoring by Meltwater. His clients include the City of Grover Beach, the City of Hercules, the City of Rancho Palos Verdes, the City of Rolling Hills Estates, the City of Baldwin Park, the City of Pico Rivera, City of Marina, the County of San Luis Obispo, the Upper Salinas-Las Tablas Resource Conservation District and Erickson-Hall Construction Company.

Sienna Boyd
Senior Business Analyst

Location: Pasadena, CA | Role: Outreach Manager

Sienna Boyd is a strong people and project manager with a background in sales and customer experience. After studying political science at California Baptist University, she went on to enter the marketing and communications space, constantly shattering sales and retention records. Sienna believes that solid storytelling is the key to an empathetic communication ethos. She has over a decade of team building and interpersonal communication experience and is passionate about strategies individualized to context, need and community. As a Senior Business Analyst for Tripepi Smith, Sienna manages a wide range of projects, continues to produce quality content, provides communication insights and develops outreach strategies for clients. **Her ballot measure outreach experience includes successful measures for the City of Visalia, City of Brawley, City of Dixon, City of La Palma, City of Livingston, City of Los Alamitos, City of Palmdale, City of Paramount, City of South Pasadena and Indian Wells Fire Access Maintenance District.**

Brandon Lewis
Senior Business Analyst

Location: San Diego, CA | Role: Media Strategy

Brandon Lewis brings nearly two decades of experience in broadcast journalism to the Tripepi Smith team with a strong background in communications, strategy and public relations. He graduated from University of Missouri with a Bachelor of Journalism. Brandon developed his skills in public relations, copywriting, crisis communication, strategic planning, brand and social media management through his work as an Emmy Award-winning multimedia and national investigative journalist.

Brandon holds certificates in Public Information Officer Awareness and Social Media in Emergency Management. He serves as account manager across several clients overseeing strategy, budget and execution of communication initiatives.

Amy Gallagher
Business Analyst

Location: Santa Ana, CA | Role: Project Manager

Amy Gallagher is a detail-oriented individual with a background in journalism, photography and social media management. She graduated from California State University, Long Beach, with a Bachelor of Arts in Journalism. During her time in college, she gained experience with writing, photojournalism and content creation. She developed her marketing skills through her internship at Segerstrom Center for the Arts where she worked alongside the Center's marketing team to effectively communicate with their audience through social media.

Amy is certified in Hootsuite Social Marketing and Sprout Social. Her clients include the City of Duarte, City of Palmdale, City of Marina, City of Palos Verdes Estates, ICMA, ICFA, NHA Advisors and OCCMA. In addition to her client work, she serves as an editor of PublicCEO.

Mia Valenzuela
Junior Business Analyst

Location: San Francisco, CA | Role: Project Support

Mia Valenzuela is a community-oriented writer with a background in the arts supported by strong organizational and communication skills. She received her Bachelor of Arts in English with a concentration in Creative Writing and a minor in Philosophy from Scripps College. Mia is enthusiastic about serving the public through informative storytelling and is proud to do so with Tripepi Smith.

Mia is certified in Sprout Social. Her clients include Renne Public Law Group, City of Menlo Park, City of Hercules, City of San Luis Obispo, City of Marina and City of Rohnert Park.

Nicole Weber
Junior Business Analyst

Location: Huntington Beach, CA | Role: Project Support

Nicole is a problem-solver and creative strategist with a passion for data-driven storytelling. She recently graduated from the University of California, Berkeley, earning a degree in Sociology along with a Graduate Certificate in Business and Entrepreneurship. On campus, Nicole was a writing tutor and a five-year varsity member of the rowing team. At Tripepi Smith, she leverages her collaborative mindset, technological skills and sociological insight to positively impact clients and communities. Her experience with media, website development and analytics, combined with her academic training, allows her to craft accessible and curated content across platforms for clients.

Nicole's clients include the City of Paramount, City of Ojai, City of Salinas, City of Calabasas, City of Marina. City of Renton and City of Berkeley.

You can learn more about our individual backgrounds and qualifications at www.TripepiSmith.com/Our-Team.

POTENTIAL SERVICES

City of Marina's Needs

The City of Marina is exploring revenue options and a potential tax measure for the November 2026 election. Thus, the City is seeking a partner to develop a comprehensive educational campaign to educate voters and effectively guide the City through the process of placing the tax measure on the ballot. This may include conducting dual-mode voter survey, holding public outreach meetings, crafting strategic messaging and developing educational materials.

Tripepi Smith's Approach: Ballot Measure Outreach

Tripepi Smith has a solid track record of supporting education and outreach efforts around local ballot measures, especially sales tax measures. Our first step at the beginning of the engagement will be a kickoff meeting with all parties to accomplish several goals:

1. Introduce stakeholders and project leads
2. Review our projected timeline, ensuring voters have the facts well before the election
3. Review the County's deadlines and what assistance we can provide on election-related efforts, such as advising on ballot measure language and ballot title
4. Review our content collaboration process
5. Tentatively schedule attendance at Council meetings for FM3 to present survey findings
6. Identify possible dates for public outreach meeting(s)
7. Relay what access we will need to Marina's communication assets, such as website and social media sites

Tripepi Smith's typical approach to crafting language for ballot measure education and outreach is to "measure twice, cut once": we work with key stakeholders (especially legal counsel) to produce approved written language upfront. Any external-facing content, whatever the medium, will only use that language. This allows us to streamline the design of various deliverables so the only new information for stakeholders to review is the look and feel, versus also having to re-evaluate the written text. This gives us the most flexibility to speed up the education & outreach process as necessary, ensuring voters have all the facts they need well before an election.

Prior to Council adopting a resolution to place a measure on the November 2026 ballot, the City of Marina has more freedom to speak explicitly about the realities of likely outcomes should a new revenue measure fail. We will work closely with Marina's finance team to lay out financial projections and estimate impacts to services and programs based on past General Fund expenditures. During this phase, we will also identify potential groups interest groups who are stakeholders in the process.

Tripepi Smith will collaborate with the FM3 on survey execution to understand baseline resident concerns and priorities. This information will significantly assist outreach efforts and public engagement priorities. We would work with FM3 on a potential second tracking survey closer to the summer of 2026 to determine if public sentiment and priorities have shifted. Tripepi Smith will conduct initial education &

outreach efforts between the conclusion of the first baseline survey and the adoption of a ballot resolution. These efforts could range from multiple community meetings, to mailers, to digital placements on social media sites. The breadth and depth of this initial education and outreach will depend on the findings from the baseline survey.

Following the second tracking survey and (assumed) adoption of a resolution to place a revenue measure on the ballot, our language must be a little more constrained. From that point on, all communication from Marina must be purely neutral and informational. In legal terms, the City of Marina may not "advocate" for a "yes" vote on the measure via its official communications. However, this does not mean Marina has to "scale back" education and outreach efforts. There will still be opportunities for efforts such as public meetings, informational mailers and digital placements on social media platforms.

Our Creative Team of graphic artists, videographers and animators can transform this same approved written language into easy-to-understand visuals. When combined with a dedicated digital placement budget—such as "Boosting" posts on Facebook—we can quantitatively prove we have reached a large portion of Marina's residents.

Throughout the engagement, we will monitor local/regional media outlets, Marina's social media sites and community-run social media sites for opportunities to address misperceptions, correct misinformation or identify new questions/concerns. Should we find new questions/concerns that our current content does not address, we will collaborate on creating new content that does, then publish it for the public.

Additionally, throughout the project, Tripepi Smith will manage the project, keep an agenda, conduct follow up action items and hold the team together and accountable for deliverables.

Upon conclusion of the November 2026 election and verification of votes, Tripepi Smith can provide a final report to City leadership, outlining our education & outreach efforts as well as any related digital metrics.

Surveying with FM3

Fairbank, Maslin, Maullin, Metz & Associates (FM3) is our recommended partner for voter survey research, polling and surveys related to ballot measures. FM3 is a recognized leader in conducting accurate research via quantitative and qualitative surveys to assess the viability of local revenue measures. Since their 1981 inception, they have worked on 600+ successful ballot measures to provide additional funding to local jurisdictions. Their proven methodologies will be instrumental in accurately gauging voter opinions so we can make informed decisions around voter education and outreach efforts. Tripepi Smith recommends that the City enter into a separate agreement directly with FM3 for polling needs.

Depending on the timeline available, FM3 will likely recommend two surveys:

1. A "baseline" survey to test voters' initial opinions on the need for a ballot measure, then
2. A "tracking" survey to be completed after initial education/outreach efforts, to gauge the effectiveness of informational messaging.

Ideally, both of these surveys would take place prior to City Council deciding whether to place a measure on an upcoming ballot. The goal is for the surveys to accurately estimate the likelihood of a measure passing or failing so Council can make an informed decision on the best path forward.

Tripepi Smith's Typical Education And Outreach Services Include The Following, But Are Not Limited To:

– Ongoing Project Management & Strategy Discussions

To coordinate our efforts with staff and sustain momentum on this project, Tripepi Smith will schedule a recurring, up to one-hour bi-weekly phone call that will include a designated lead for our engagement. These calls will help drive strategy for the educational outreach plan, develop key messaging and talking points, and content planning for various communications channels. Call content will focus on story plans, new issues or concerns that need to be communicated, identification of major themes or ideas to address in the coming weeks, review of recent media mentions and social media comments and sharing of communication opportunities uncovered from scanning online forums. This will be a working call during which Tripepi Smith will manage an agenda and provide notes for each call. After each call, the client will receive an action summary email about decisions made on the phone call and related action steps. We will produce work, such as social media posts and responses, in a shared workspace where you can see progress in real time and provide instant feedback. These tools allow for enhanced collaboration and expedite the production process. Additionally, the team will conduct internal weekly project management via social media audits.

– Social Media Management

- **Content Creation:** Social media content creation involves: planning, fact-checking, sourcing graphics, grammar checking and scheduling the post. Our team has experience producing content across Meta (Facebook and Instagram), Twitter/X, LinkedIn, Nextdoor and others. The content will be produced in both English and Spanish languages.
- **Monitoring:** Tripepi Smith will monitor the City of Marina's social media site inboxes seven days a week for customer service opportunities, mainly responding to questions and comments about the tax measures. When we identify an opportunity to respond, we will aim to do so within 24 hours of the comment post time or message receipt time. We will occasionally require fact-checking and guidance from the City for more nuanced responses.
- **Additional:** Our work also includes optimizing social media accounts to enhance performance and/or take advantage of useful features. "Boosted Posts" and other targeted advertisements are also helpful in disseminating information to community members. Tripepi Smith is fully capable of running and tracking these paid campaigns (fees to be agreed upon and paid by the City of Marina)

– Media Intelligence

Our media intelligence services blend our in-house expertise with the advanced software of Meltwater, an enterprise-class comprehensive media monitoring solution that streamlines media monitoring, reporting, analytics and more for a number of benefits:

- **Powerful Monitoring:** Tracks everything being said about your agency online
- **Stay Ahead of Crises:** Identify and address potential issues before they snowball, protecting your reputation and minimizing disruption
- **Tailored to You:** Ditch generic reports and metrics, instead receive insights tailored to your goals
- **Smarter Decisions:** Make informed choices based on data, not guesswork
- **Top-Tier Tool, Affordable Price:** Harness the same AI solution used by big businesses, without the big budget

We understand that no two communities are the same. That's why we take a collaborative approach to tailor a solution that perfectly meets your needs. We'll work closely with you to identify relevant keywords for tracking media coverage specific to your agency. You'll then begin to receive regular reports on media mentions, sentiment analysis, location data and top sources. Additionally, we can leverage the tool to curate media lists to support your public relations goals.

– Press Release & News Article Creation

Our team is seasoned in crafting compelling press releases and news articles, typically up to 500 words, to amplify Marina's story and establish thought leadership. We tailor our work to your desired tone and direction, ensuring consistent execution. Collaboration with your staff might be necessary to ensure subject matter expertise and obtain quote approvals. You can lean on us to manage the entire content creation cycle, from crafting key messages and conducting interviews to drafting content and distributing it to your platforms or the media. These articles will be drafted in both English and Spanish languages.

– Talking Points & Expertise

Our Creative Team of graphic artists, videographers and animators can transform the approved ballot language into captivating visuals to produce animated videos and informational mailers. When combined with digital placements, such as Boosting Posts on Facebook and Instagram, we can quantitatively prove reaching a significant portion of Marina's residents and businesses.

– Informational Webpage

Tripepi Smith can launch a dedicated informational webpage on the City of Marina's website during the outreach and education phases to ensure that key messages and talking points about the tax measures are accessible on a dedicated webpage.

– Group Forums

Tripepi Smith can monitor online discussions and media coverage for opportunities to address questions/concerns or correct misinformation on the tax measures. This may include monitoring local forums like the Marina's Chamber of Commerce, relevant South Bay forums and resident forums.

– Public Workshops

Facilitating Community Conversations: Public Workshops, Focus Groups and Virtual Workshops

Tripepi Smith can facilitate a comprehensive public engagement process to gather valuable feedback on your initiatives. This process can include in-person workshops, targeted focus groups, and/or virtual workshops. These meetings will ensure you receive a well-rounded perspective from key stakeholders and diverse community voices.

We'll partner with your staff to manage all aspects of the engagement process, including:

- **Participant Recruitment:** We will leverage staff recommendations, email lists and open calls to ensure a representative group.
- **Coordination:** We will identify suitable venues and dates for the meetings, develop agendas, create presentations and craft discussion questions.
- **Facilitation:** Our experienced team can lead productive discussions, though your legal counsel may advise it be City Staff. In such cases, we can work with Marina staff to prepare them for the meetings and provide backend logistical support.
- **Analysis:** We will analyze the feedback and provide a written report summarizing key insights.

Expanding Reach with Livestreaming & Workshop Recordings

Tripepi Smith can help expand engagement opportunities by livestreaming select workshops. This allows those unable to attend in person to participate virtually. We can also record the workshops for future reference. These recordings will be edited to include relevant slides and closed captions, ensuring accessibility for all viewers.

Ensuring Inclusive Engagement: Interpretation Services

Tripepi Smith can help secure interpretation services for the public engagement process. While we don't provide spoken interpretation services directly, we partner with established subcontractors based on location and language needs. Often, agencies have preferred interpretation vendors. If you have one, we'd be happy to collaborate with them. If not, Tripepi Smith can source a qualified vendor and manage the billing process.

The cost of interpretation services varies depending on the format (live vs. virtual vs. written translation) and the scope of the project. To streamline costs and ensure interpreter availability, most cities mimic public hearing standards by offering interpretation services for common languages if requested at least 72 hours in advance of an event.

Tripepi Smith will incorporate clear language in all communication materials, informing participants about the availability of translation and interpretation services with proper notice. This strategy balances cost-effectiveness while promoting inclusivity and participation from non-English speakers.

Virtual Workshops

Tripepi Smith can also facilitate or support logistics for virtual workshops to gather public feedback, extending the reach of your outreach efforts. Virtual meetings eliminate geographic barriers, allowing anyone with internet access to participate. Additionally, these sessions can be easily recorded and posted to your website for future reference. This makes them a valuable tool to supplement in-person events, increasing potential for greater community engagement. Tripepi Smith will handle all aspects of these workshops, including coordination, technical setup and facilitation.

Ensuring Inclusive Engagement: Interpretation Services for Zoom

Should Marina desire, Tripepi Smith can record virtual workshops in additional languages. Each language will require its own Zoom Room. We will staff each one to monitor the interpretation and save a recording.

✓ **– Engagement Wrap-Up**

At the end of our outreach engagement, we can present a summary finding report to City Council that will highlight the outreach efforts, framework and methods used in the campaign.

Learn more on our Ballot Measure Outreach Service Webpage

"The City of Atascadero has made investments in our street infrastructure that have dramatically improved our road conditions. Sustaining that progress required voter approval to extend a sales tax measure that was set to expire. 70% of voters chose to continue investing in their community. Tripepi Smith was an important partner for our efforts to ensure our residents fully understood their options on the ballot and how their choices could affect the future of our community investments. The firm's experience with the ballot measure process provided helpful insights to our team at city hall."

James Lewis
City Manager, City of Atascadero

REFERENCES & CLIENT WORK

City of Brawley

In 2024, the **City of Brawley** engaged Tripepi Smith to help inform residents about Measure J, a 1% transactions and use tax they would vote on in the November 2024 election. Team Tripepi Smith produced mailers, social media posts, utility bill inserts, a **dedicated webpage**, and an **animated video** explaining how the tax would work and answering common questions, such as "Why is the City pursuing this tax?", "What would Measure J funds be used for?", and "How will the City ensure oversight of Measure J revenues and expenditures?"

Tripepi Smith worked closely with the City to educate voters on Brawley's budget challenges and the need to maintain essential services. Measure J was projected to raise approximately $3.8 million annually to support police and fire services, street and sewer maintenance, and community programs for youth and seniors. Outreach included bilingual social media content, virtual and in-person town halls, press releases, and utility bill inserts to maximize community understanding and engagement.

Measure J passed with 64% YES vote, providing sustainable funding to maintain essential services and address the City's ongoing fiscal challenges.

Measure J: 2024

Contact:

Silvia Luna, Finance Director
442-271-5744
SLuna@brawley-ca.gov

City of Culver City

In 2018, the **City of Culver City** tapped Tripepi Smith to help inform residents about Measure C, a quarter-cent sales tax they would vote on in the special election that November. Team Tripepi Smith produced mailers, posts for social media, webpage and animated videos detailing how the sales tax would work and addressing commonly asked questions, such as "Why is the City pursuing a sales tax?", "What would Measure C funds be used for?", "Will there be any independent oversight of Measure C revenues and expenditures?" and more.

Tripepi Smith has helped the City inform voters about several tax measures over the years: Measure CW in 2016, Measure CC in 2020 and Measure RE in 2020, all of which have been approved by Culver City residents.

In 2020, the City of Culver City tapped Tripepi Smith to educate residents on a ballot measure for the third time (the first being for Measure CW in 2016 and Measure C in 2018–both of which passed by more than 70 percent). This time, Tripepi Smith educated Culver City voters on Measure CC, a continuation of a half-cent sales tax that was due to sunset in 2023. Measure CC passed with 76.93% YES, making Measure CC the most-supported ballot measure in Los Angeles County in the March 3, 2020, election. Tripepi Smith developed a mailer and graphics that were optimized for the City's social media, website, and cable channel, Culver City TV.

Measure C/CC:	**Contact:**
2016, 2018 & 2020	Shelly Wolfberg, Assistant to the City Manager 310-253-6008 Shelly.Wolfberg@CulverCity.org

City of Atascadero

Beginning in May 2024, the **City of Atascadero** tapped Tripepi Smith to assist with outreach and communications for ballot measures L-24 and M-24, as well as manage communications for the El Camino Real Downtown Infrastructure Project. For Measures L-24 (Sales Tax) and M-24 (Treasurer Position), Tripepi Smith developed FAQs, talking points, website content, press releases and an animated video to educate voters about the measures.

Measure L-24 proposed removing the sunset clause from an existing half-cent sales tax that supports the City's general fund, with a focus on street improvements. With the goal of securing a more stable, long-term funding stream, the City pursued the ballot measure to eliminate the expiration date. Tripepi Smith provide general advice on messaging, wrote content and advocated for key steps of outreach throughout the post-adoption ballot period. The measure (L-24) was adopted by voters (70% Yes) on the November 2024 ballot, and the sunset provision was removed.

Measure L-24: 2023-2024

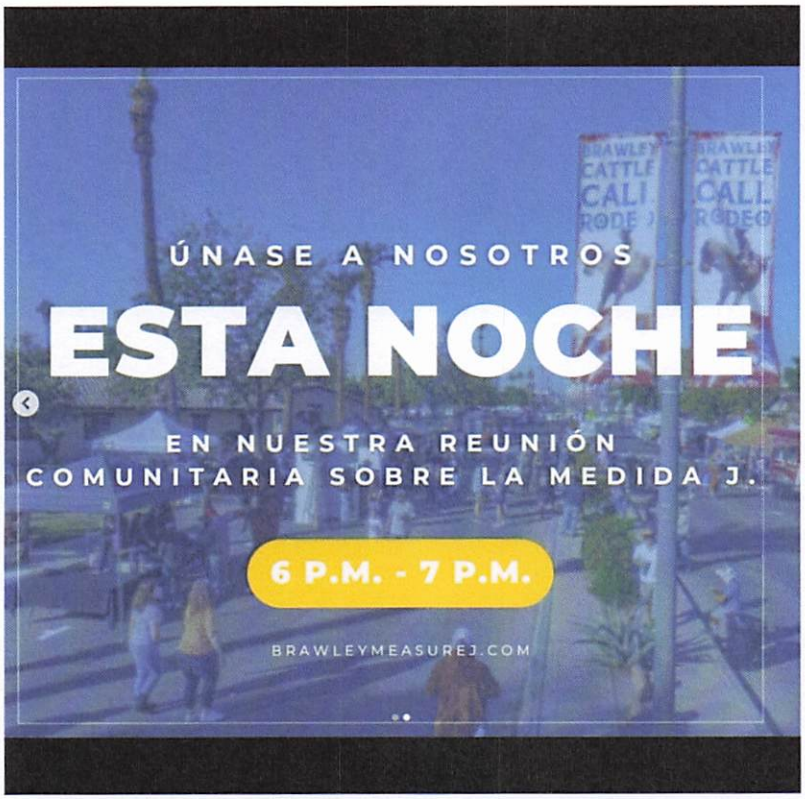
Contact:

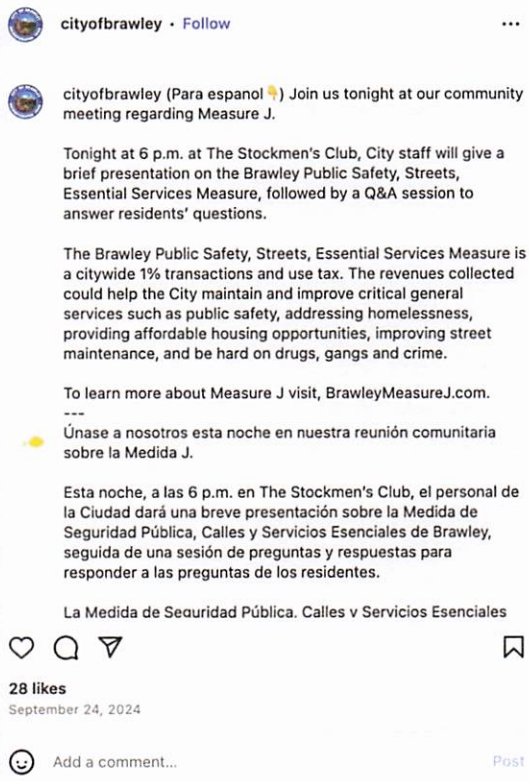
Jim Lewis, City Manager
805-461-5000
jlewis@atascadero.org

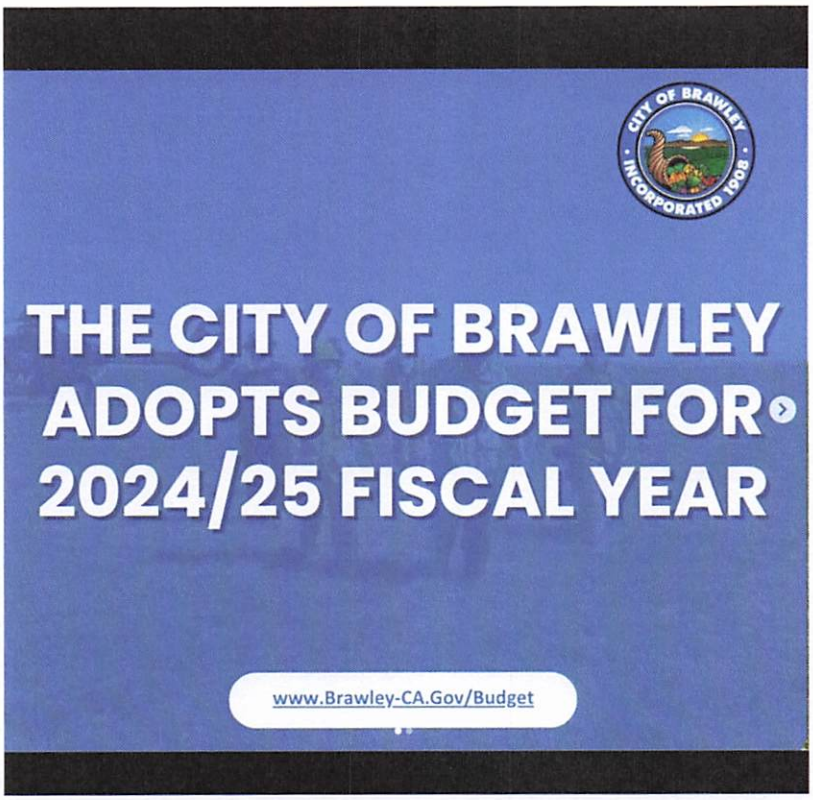
Work Samples

Clients that enlisted Tripepi Smith to produce videos in the 2024 election cycle included the cities of Palmdale, Brawley, Los Alamitos, Visalia, Livingston and Atascadero. View our ballot measure videos showcase

Social Media







cityofbrawley · Follow

cityofbrawley "We have adopted our 2024/25 Fiscal Year Budget 📈

On June 18th, the City Council voted unanimously to adopt a city-wide budget.

"Thank you to the City Council for its leadership, direction, support and robust knowledge of City operations during this budgeting process," shared Brawley City Manager Tyler Salcido. "I also want to thank my staff for their efforts to lead an engaging and transparent process to respect the taxpayer funds we are allocating in the budget. The community will now look to our whole team at city hall to deliver on these funded priorities. Let's make it happen."

To view the entire press release visit www.Brawley-CA.Gov/Budget.

—

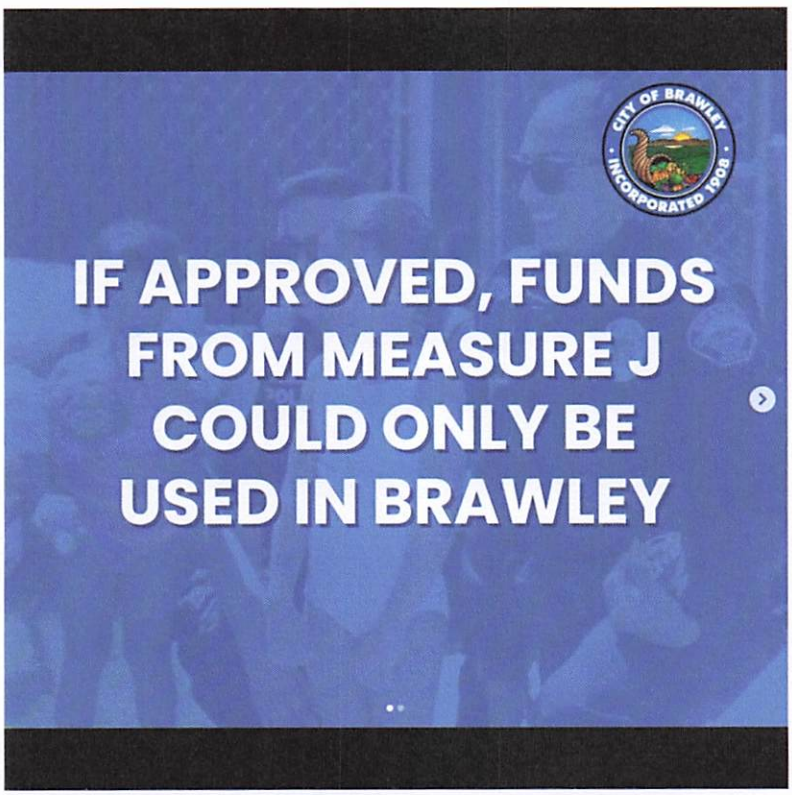
"Hemos adoptado nuestro Presupuesto para el Año Fiscal 2024/25 📈

El 18 de junio, el Concejo Municipal votó por unanimidad para adoptar el presupuesto de la ciudad en su totalidad.

"Gracias al Concejo Municipal por su liderazgo, dirección, apoyo y profundo conocimiento de las operaciones de la ciudad durante este proceso presupuestario.""compartió Tyler Salcido.

20 likes
June 21, 2024

Add a comment... Post



cityofbrawley · Follow

cityofbrawley (Para espanol 👇) If approved by a majority of voters, revenues from Measure J, the Brawley Public Safety, Streets, Essential Services Measure, would go to the City's General Fund. The measure could generate approximately $3.8 million each year to help Brawley provide general City services.

Revenues from the measure could be used to help the City maintain and improve important general services such as public safety, addressing homelessness, providing affordable housing opportunities, improving street maintenance, and being hard on drugs, gangs and crime.

Providing community services and programs is becoming increasingly difficult due to the financial challenges that the City faces. While the City has diligently cut and deferred spending, it cannot reasonably continue to do so without either significantly affecting services or impacting the City's ability to quickly respond to an emergency or economic downturn.

To learn more about Measure J, visit www.Brawley-CA.gov/Ballot-Measure

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Si es aprobada por la mayoría de los votantes, los ingresos de la Medida J: Seguridad Pública, Calles y Servicios Esenciales de Brawley, irían al Fondo General de la Ciudad. La medida podría generar aproximadamente $3.8 millones cada año para ayudar a Brawley a proporcionar servicios generales de la Ciudad.

47 likes
August 20, 2024

Add a comment... Post

Trash

Financial Primer / Informational Mailer

Brawley
CALIFORNIA

Manual Financiero

A nuestra comunidad de Brawley,

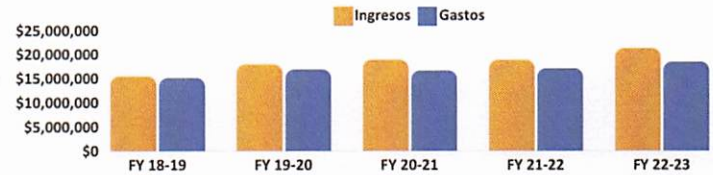
El presupuesto de Brawley refleja las prioridades de nuestros residentes. Cada año, estamos comprometidos a optimizar los fondos disponibles y a proporcionar de manera eficiente los recursos que más importan a nuestra comunidad. Con la importancia de la transparencia en mente, creamos este primer portal financiero para mantenerle informado de las finanzas de la ciudad.

En junio, nuestro Consejo Municipal establecerá el presupuesto del año fiscal (FY) 2024-25, garantizando que los fondos se destinen sabiamente a apoyar los servicios esenciales de la ciudad y las prioridades de la comunidad. Le animamos a participar y asistir a nuestras próximas sesiones de estudio virtualmente o en persona. Para más información, visite www.Brawley-CA.Gov/Budget.

Gracias,
Tyler Salcido
Director de la ciudad

INGRESOS Y GASTOS

La Ciudad utilizará los siguientes ingresos y gastos del fondo general para planificar el próximo año fiscal y garantizar que el fondo general esté equilibrado.



INVIRTIENDO EN LA COMUNIDAD

Los presupuestos de la ciudad conectan a la gente con los servicios que necesitan y quieren. La Ciudad está muy orgulloso de compartir una lista de logros e inversiones realizadas en el FY 23-24 para mantener la calidad de vida en Brawley:

Nueva Construcción y Rehabilitación de las Calles

- HWY 86 hacia Western Avenue; completado en Nov. de 2023.
- Wildcat Drive hacia Legion Road; completado en Nov. de 2023.
- Western Avenue hacia Imperial Avenue (Dogwood Road) cuatro carriles; próximamente finalizado en Dic. de 2024.
- Rehabilitación en toda la Ciudad en diversas localizaciones, actualmente en construcción.

Biblioteca

- Obtuvimos más de $610,000 en fondos para actualizaciones y renovaciones tecnológicas.

Seguridad Pública

- El Departamento de Policía añadió ocho empleados a tiempo completo.
- El Departamento de bomberos añadió cinco nuevos bomberos a tiempo completo.
- Compra de un nuevo camión de bomberos.

Planificación Financiera

- La reserva de fondos generales aumentó en $7.3 millones de dólares en cinco años.
- Superaron los objetivos de reserva en los últimos tres años.
- Se desarrolló una reserva de reemplazo de capital para planificar las necesidades de proyectos de mejora de capital a largo plazo.

DESAFÍOS ADELANTE

Mientras estamos orgullosos de nuestros logros, nos estamos preparando para los desafíos que nos esperan. Como planeamos para el futuro, la ciudad de Brawley se compromete a equilibrar la salud financiera a largo plazo y continuar invirtiendo en prioridades comunitarias. Los desafíos que estamos abordando incluyen:

Programas y Servicios

- Asegurar que todos los programas y servicios existentes sigan recibiendo financiación.

Seguridad Pública

- Fondos seguros para personal de seguridad pública que actualmente están financiados con subvenciones.
- Aumentar la dotación de personal para apoyar adecuadamente el aumento del 911 requiere recursos médicos.

Responsabilidad de Pensiones

- Continuar planificando estratégicamente la responsabilidad de pensiones de la ciudad y garantizar la sostenibilidad a largo plazo.

Contratación y Retención

- Asegurar la financiación adecuada para contratar y retener al personal que está a la vanguardia de los servicios y programas de la ciudad.

COST PROPOSAL

Tripepi Smith Education & Outreach Pricing

Tripepi Smith recommends pursuing this engagement on a time and materials basis that offers maximum flexibility while providing dynamic methods to respond to Council priorities and Staff concerns over the next 13 to 14-month period. The selected range of deliverables can vary based on direction and need. We are providing estimated pricing for an array of outreach services and are prepared to carry out these services, at the below approximate costs. We only begin work with your written approval.

Service/Deliverable	Scope	Estimated Cost
Project Management	Up to 2-hour kickoff call; Monthly check-in calls up to 1 hour for five months; Biweekly check-in calls up to 30 minutes for four months. Includes strategy discussions, meeting agendas and recap emails, Coordination on ballot resolution memo. Review of survey results.	$18,200
One-Time Content Production	• Development of strategic messaging and distribution recommendations • Summarization of survey results • Produce and publish 8 social media posts • Build informational webpage • Draft four (4) press releases/articles • Web page content updates • All content produced in English and Spanish	$13,500
Budget at a Glance (BAAG)	Creation of two BAAG reports, up to 70 pages. Includes draft, revision, front and back cover design, infographics and charts. Excludes printing	$17,000
Media Monitoring	Creation of media list and monitoring, includes Meltwater reporting	$7,060
Animated Video	1.5-minute animated video with voiceover and captioning. Includes two drafts	$5,615
Informational Mailer	Two (1) 8.5"x11" double sided, trifold mailer. With digital, ADA-compliant PDF version included. Available in English and Spanish. Printing and mailing fees are not included. We will manage the print and mail production process with the City's preferred vendor	$6,030
Public Outreach Meetings	Six (6) in-person community meeting with Spanish Translator and two (2) virtual community meeting with recording in English and Spanish. Includes facilitation, coordination and presentation display	$39,000
2026 Financial Primer	One financial primer explaining City finances, budget size, how the City generates revenue and where expenses go	$6,500
	Total Estimated Engagement Range	**~$100,000 - $120,000**

Should Marina determine Tripepi Smith is the most qualified and responsive vendor, but has a budget number that it must hit, then Tripepi Smith remains open to collaborating to narrow the scope engagement or refine our understanding of the scope needs and will modify our pricing accordingly.

As-Needed Services

Tripepi Smith will apply the following standard hourly rates and related fees for any authorized as-needed (Time & Materials) work. Such work must be clearly authorized in writing before proceeding.

2025-26 Hourly Rates	Standard	Reduced Retainer
Principal	$380	$315
Director	$265	$225
Art/Creative Director	$265	$225
Senior Business Analyst	$205	$180
Business Analyst	$150	$125
Junior Business Analyst	$115	$100
Senior Videographer/Animator	$205	$175
Senior Photographer	$175	$150
Videographer/Photographer	$140	$120
Junior Videographer/Photographer	$115	$100
Senior Graphic Designer	$195	$165
Graphic Designer	$140	$120
Junior Graphic Designer	$115	$100
Web Developer	$210	$185
Junior Web Developer	$115	$100
Drone Operator	$205	$180
Council Chamber A/V Operator	$115	$100

Invoicing & Payment Terms

At Tripepi Smith, we bill on either a Retainer, Fixed Fee or Time & Materials basis, with each billing type following its own payment schedule. Regardless, terms are Net 30 days.

- Fixed Fee work is billed upon defined milestones.
- Time & Materials work is billed in 15-minute increments (i.e. 4.0, 1.25, 6.5 or 0.75 hours) at the end of the month in which work is done.
- Retainer work is billed on the 15th of each month.

Other Cost Information

Tripepi Smith has related service fees that may come up during our engagement that we want to tell you about.

Annual Increase

Tripepi Smith will increase the hourly rates and retainer fees for all resources by 5% or the national CPI index–whichever is higher–each year on the anniversary of the contract, starting on the first anniversary of any contract when the contract duration is longer than one year. Otherwise, new rates will be negotiated with each new contract.

Retainer Discount

When a client's retainer exceeds $7,500 per month, they gain access to our reduced retainer rates.

Travel Costs

Travel costs must be pre-authorized and then will be reimbursed by the client for any requested travel to complete a requested scope of work. Travel costs may include airfare, lodging, car rentals and gas. Additionally, when client work requires that we be onsite, we will invoice for a resource's travel time at 50% of the resource's hourly rate.

Equipment Costs

Tripepi Smith offers some services that require equipment, such as drone operations and video production. As such, in those cases, the following rates apply:

	Half Day (Under 4 Hours)	Full Day (4+ Hours)
Video	$450	$650
Drone	$550 – Flat Fee	

Please note that A/V equipment fees are based on the amount and type of equipment required, with pricing tailored to the specifics of each event.

Music and Video Licensing

Sometimes, the client will want Tripepi Smith to apply music or use stock imagery/video while producing video. In these cases, we will need to apply licensing fees of approximately $100 per song and $200 if we use stock video imagery. This will provide a license for the use of the music and video footage to Tripepi Smith and its clients.

Meltwater Fee

Tripepi Smith offers a standard Meltwater package at a flat rate of $545 per month. This package includes a newsletter digest (of any frequency), up to five queries, and a monthly dashboard. Custom Meltwater solutions are also available upon request.

Website Hosting Fees

If website hosting services are required, Tripepi Smith will charge a $620 website hosting fee and a $30 Domain Registration and DNS service fee, unless otherwise specified in this proposal. Fees will be billed upon commencement of hosting services, and annually thereafter.

Service Fees

Tripepi Smith prefers that clients pay service providers directly to avoid unnecessary administrative costs. You should also know, however, that we have no economic interest in service providers, unless otherwise specified in this proposal.

If a client asks Tripepi Smith to pay for a service provider bill, we will apply a 10% agency fee to the reimbursement expense. Typical service fees include, but are not limited to: print, mailing, digital advertising, media placements, voiceovers, translations and closed captions. No Service Fees will apply to the FM3 subcontractor engagement.

Partner Access

Tripepi Smith has access to entities that may be relevant to our engagement. These partnerships allow Tripepi Smith to offer clients extra media reach or additional services at partner pricing.

Local Information Network of Knowledge (LINK): www.LocalInfoNetwork.com – A community forum for local government professionals in California to discover and share resources, policies, sample work products, best practices and more.

PublicCEO: www.PublicCEO.com – Digital news about public affairs, reaching over 17,500 California government executives through a daily podcast, job board, video podcast and more.

Civic Business Journal: www.CivicBusinessJournal.com – Digital interest stories on the people, companies and solutions that make local government in California more effective.

FlashVote: www.FlashVote.com – Statistically valid surveying that helps leaders make decisions.

- Disclaimer: Tripepi Smith President Ryder Todd Smith is an investor in FlashVote.

Tripepi Smith Talent Solutions: www.TSTalentSolutions.com – A multifaceted recruitment consultancy service, combining local government access with communications to advance talent quests and build culture warriors.

Meltwater: www.TripepiSmith.com/Media-Intelligence – An enterprise-class, comprehensive media monitoring solution that is best combined with Tripepi Smith's analytics team.

Proposal to Conduct Polling on a Potential 2026 Utility Users Tax Measure

City of Marina

FM3 RESEARCH

FAIRBANK, MASLIN, MAULLIN, METZ & ASSOCIATES

October 7, 2025

921-7805

FM3 RESEARCH

October 7, 2025

City of Marina:

Fairbank, Maslin, Maullin, Metz & Associates (FM3 Research or FM3) is pleased to present this proposal to conduct polling on a potential utility users tax measure for the November 2026 ballot. We believe our firm is an excellent choice to provide these research services for several reasons detailed in our proposal, including:

- **FM3 is up to speed on the electorate in the City of Marina, having conducted research for the City as recently as last year.** In 2022 and 2024, we provided survey research on a potential public safety bond measure, giving us a solid foundational knowledge about the opportunities and challenges from which to begin the current work. Additionally, as you may you know, our July 2016 survey research for the City informed your successful efforts to both select a viable revenue measure for that November's ballot and communicate effectively with your residents and stakeholders about why the measure was necessary and what it would accomplish. Measure U, the City's business license tax, was ultimately approved with more than 82% support.

- **Beyond our work in Marina, FM3 has worked on a wide variety of projects throughout Monterey County.** FM3 is pollster for Congressman Jimmy Panetta (CA-19), who represents Monterey County, as well as conducted research for clients including the cities of King City, Monterey, and Seaside; Alisal Union School District, Hartnell Community College District, Salinas Union High School District, South Monterey County Joint Union High School District, and Spreckels Union School District; among many others.

- **FM3 is a recognized leader in conducting research that helps California cities, counties, and special districts objectively evaluate the viability of passing local ballot measures to secure additional revenue.** Our research has contributed to the passage of more than 700 local finance measures approved for 160+ California agencies in every region of the state. In the 2023-24 election cycle alone, FM3 contributed to the passage of 100+ successful revenue measures to provide funding to local communities. For a full list of FM3's past successful ballot campaigns, please visit fm3research.com/clients_category/ballot-measures.

- **FM3 stays well informed on the latest issues facing local governments through our work as the public opinion research firm for the League of California Cities.** FM3 has served as the League's primary pollster for many years, and our research has contributed to numerous victories for the League and its member agencies, both in the legislature and on the statewide ballot. In this capacity, we regularly conduct research at the statewide level as well as in dozens of local communities throughout California. Our team also regularly conducts seminars and forums with the League to advise city leaders about how public opinion research can be used to address the concerns, needs and priorities of their residents, and to provide additional funds for city services.

- **Our approach is focused on providing the best possible ongoing strategic consultation to our clients.** We do not simply conduct a poll, present the results, and leave you and your team to figure out how to put them to use. Instead, we want to be a member of your strategic team—participating fully in each of the City's key decisions on an ongoing basis. As a medium-sized research firm, FM3 provides its clients with a level of personal attention and service from our senior staff that is more often associated with much smaller

organizations, while concurrently offering the wide range of services, adherence to expedited timelines, and rigorous quality control expected from larger research firms.

We appreciate the opportunity to be considered for this project and look forward to hearing back from you. If you have any questions about the contents of this proposal, please do not hesitate to reach out—contact information is available on page 10.

Sincerely,

John Fairbank, Partner

Adam Sonenshein, Senior Vice President

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1 FM3 BACKGROUND

Fairbank, Maslin, Maullin, Metz & Associates (FM3 Research or FM3) has been conducting public policy-oriented opinion research since 1981 on issues of major economic and social concern. The research FM3 conducts goes far beyond simply documenting the knowledge, views, and behaviors of various populations. Rather, our work produces actionable data that provides a strategic roadmap for policymakers to inform community outreach and communication efforts.

FM3 Research is a West Coast-based firm with senior research staff located in California (Bay Area and Los Angeles) and Oregon (Portland). That said, we have established a strong history of conducting research throughout the country and are happy to work with clients anywhere in the U.S. Each of the research projects we do is led by one of our eight partners, all of whom are nationally respected authorities on public opinion research. As our client, you will have direct access to not only the partner working on your project, but also several other key staff members with advanced degrees in public policy, research methods, and/or extensive experience working in state and local government.

FM3 offers a hands-on approach in which one of our partners is engaged in the research every step of the way.

When you work with us, an FM3 partner is always just a phone call away, happy to provide consultation to help keep your projects moving in the right direction.

We are a medium-sized research firm with 25 employees. While our firm is not so big that you will wonder whom to call with your questions, we are big enough to have our own in-house data analysis/processing team and graphic design resources. This means we can provide our clients with a level of personal attention and service from firm partners and other senior staff more often associated with much smaller organizations, while also providing rapid project turnaround and more sophisticated data analysis and presentations tailored to client needs that one might expect from larger firms.

FM3 utilizes a variety of research tools designed to address each client's unique circumstances. Some of these tools are quantitative, such as surveys; some are qualitative, such as focus groups; and others fall somewhere in between. In any given year, FM3 conducts 400+ surveys and 100+ focus groups, in addition to providing ongoing consulting for key clients. We also actively monitor methodological developments through our industry's trade association—the American Association for Public Opinion Research (AAPOR)—and continually experiment with newly evolving online and digital research approaches.

FM3 RESEARCH

2 RELEVANT EXPERIENCE

Revenue Measures

FM3 is a recognized leader in conducting survey research that helps California cities, counties, special districts, and other jurisdictions objectively evaluate the viability of passing local ballot measures to secure additional revenue. Our research has contributed to the passage of more than 700 local finance measures approved for 160+ California agencies in every region of the state—including 50 successful utility users tax measures since 2002 (**Figure 1**).

Our research identifies the feasibility of a potential ballot measure (or measures); the most appropriate tax rate and revenue mechanism (parcel tax, sales tax, transient occupancy tax, utility user tax, bond measure, etc.); how voters would prefer additional revenue to be used; and how to phrase the ballot label language. Furthermore, the finance measure research that FM3 conducts for our public agency clients not only assists in drafting the most compelling 75-word ballot label possible, but also quantitatively identifies which unique, legally permissible messages will resonate most among the agency's constituents when engaging in community outreach and education.

Our municipal clients represent a diverse cross-section of large and small cities and other jurisdictions, including suburban, urban, and rural communities, in every region of the state of California. We make it a priority to work closely with each of our clients to design the research because we know every community or region is different and requires an approach that addresses its own unique characteristics and needs.

In the 2023-24 election cycle alone, FM3 contributed to the passage of 100+ successful revenue measures to provide funding to local communities, including:

- 38 general-purpose sales tax measures
- 36 education finance measures
- 20 dedicated tax/bond measures
- 6 transient occupancy tax measures
- 4 business license tax measures
- 1 utility users tax measure
- 1 cannabis tax measure

Figure 1: FM3's Successful Utility User Tax Measures

Jurisdiction	Measure	Election
City of Long Beach	Measure LB	November 2024
City of Carson	Measure R	November 2022
City of Hercules	Measure N	November 2022
City of Canyon Lake	Measure S	November 2018
City of Desert Hot Springs	Measure C	November 2017
City of Sunnyvale	Measure N	November 2016
City of Alameda	Measure K1	November 2016
City of Carson	Measure C	June 2016
City of Glendale	No on Measure N	June 2016
City of Hercules	Measure C	November 2015

FM3 RESEARCH

Figure 1: FM3's Successful Utility User Tax Measures (Cont.)

Jurisdiction	Measure	Election
City of Paramount	Measure P	March 2015
City of Seal Beach	Measure DD	November 2014
City of Canyon Lake	Measure DD	November 2014
City of Cloverdale	Measure O	November 2014
City of Norwalk	Measure B	November 2014
City of Palo Alto	Measure C	November 2014
City of Hercules	Measure A	June 2013
City of Bellflower	Measure P	November 2012
City of South Pasadena	Measure UT	November 2011
City of Huntington Beach	Measure P	November 2010
City of Santa Fe Springs	Measure S	November 2010
City of Indio	Measure S	November 2010
City of Coachella	Measure I	June 2010
City of Dinuba	Measure M	November 2009
City of Vallejo	Measure U	November 2009
City of Desert Hot Springs	Measure A	May 2009
City of Redondo Beach	Measure RB-A	March 2009
City of Bellflower	Measure A	March 2009
City of Carson	Measure C	March 2009
City of Gardena	Measure A	March 2009
City of San Jose	Measure K	November 2008
City of San Jose	Measure J	November 2008
City of Inglewood	Measure UUT	November 2008
City of Sacramento	Measure O	November 2008
City of Santa Monica	Measure SM	November 2008
City of Stockton	Measure U	November 2008
City of Santa Barbara	Measure G2008	November 2008
City of Lakewood	Measure L	November 2008
City of Cathedral City	Measure L	November 2008
Los Angeles County	Measure U	November 2008
City of Pasadena	Measure D	February 2008
City of Los Angeles	Measure S	February 2008
City of San Bernardino	Measure L	February 2008
City of Hermosa Beach	Measure H	November 2007
City of Grover Beach	Measure O	November 2004
City of Los Alamitos	Measure Q	November 2002
City of Fairfield	Measure H	November 2002
City of Lawndale	Measure A	April 2002
City of La Habra	Measure II	March 2002
City of La Palma	Measure JJ	March 2002

Monterey County Experience

FM3 has extensive experience conducting research in Monterey County, which has provided us with a comprehensive understanding of the county's residents and voters. As a result, our team is deeply familiar with not only the local electorate but also the issues, cycles and rhythms of local public opinion and its evolution over time. In the past two decades, our research has contributed to the passage of 17 local finance measures for various jurisdictions throughout the County (**Figure 2**). As you may recall, this includes the City of Marina's successful 2016 Measure U, a business license tax update that was approved with more than 82% voter support. Additionally, we conducted research for the City in 2022 and 2024 to assess the viability of a potential public safety bond measure, which we ultimately found was unlikely to reach the two-thirds support threshold necessary to pass at the ballot.

Beyond our work for the City of Marina, FM3's clients throughout Monterey County have included:

- **Monterey County**
- **Cities** such as Marina, King City, Monterey, and Seaside
- **Education districts** such as Alisal Union School District, Hartnell Community College District, Salinas Union High School District, South Monterey County Joint Union High School District, and Spreckels Union School District
- **Special districts** such as Monterey Peninsula Regional Park District and Monterey Peninsula Water Management District
- **Nonprofits and public entities** such as The Ocean Conservancy, Monterey Bay Aquarium, and First 5 Monterey
- **Elected officials** representing various districts throughout the county, including County Supervisors and current Congressman Jimmy Panetta (CA-19)

Figure 2: FM3's Successful Local Finance Measures in Monterey County

Jurisdiction	Measure	Mechanism	Year
South Monterey County JUHSD	Measure H	$35M bond (school upgrades/safety)	2024
South Monterey County JUHSD	Measure I	$35M bond (classroom improvements)	2024
City of Monterey	Measure G	½-cent sales tax	2020
City of Monterey	Measure S	1-cent sales tax	2018
South Monterey County JUHSD	Measure Q	$20M bond (school upgrades/safety)	2018
South Monterey County JUHSD	Measure R	$20M bond (classroom improvements)	2018
City of Marina	Measure U	Business license tax update	2016
Monterey Peninsula Regional Park District	Measure E	Parcel tax (parks and open space)	2016
City of Monterey	Measure P	1-cent sales tax	2014
Spreckels USD	Measure B	$7M bond	2012
City of Seaside	Measure R	1-cent sales tax	2008
Alisal USD	Measure A	$90M bond	2006
City of Salinas	Measure V	½-cent sales tax	2005
Hartnell CCD	Measure H	$131M bond	2002
Salinas UHSD	Measure F	$52M bond (high school)	2002
Salinas UHSD	Measure M	$37M bond (middle school)	2002
Monterey County	Measure XX	½-cent sales tax	1996

John Fairbank, FM3 Partner

As a founding partner of Fairbank, Maslin, Maullin, Metz & Associates, John Fairbank has 40+ years of experience in public opinion research and policy analysis, specializing in ballot measures and advising candidates on national, state, and local levels. He has consulted for clients in the areas of government, politics, education, business, nonprofits, and labor.

John has led all of FM3's previous work for the City of Marina, including the research that contributed to the passage of the City's 2016 business license tax measure and FM3's 2022 and 2024 research on a potential public safety bond measure. He has also led much of FM3's work throughout Monterey County, including for South Monterey County Joint Union High School District, Spreckels Union School District, Salinas Union High School District, Hartnell Community College District, and Alisal Union School District, among others. More broadly, John has worked in 100+ California cities and counties to secure voter approval for billions of dollars in capital improvements and hundreds of millions more in ongoing operational funds through both dedicated and general-purpose tax measures.

John has also worked as a consultant for both business and nonprofit sectors. He has worked for many leading companies and organizations including the Walt Disney Company, NBC/Universal, Airbnb, and Mercury Insurance. In the nonprofit sector, John has advised such organizations as The Nature Conservancy, the Trust for Public Land, the League of California Cities, the California Association of Realtors, California's Coalition for Adequate School Housing (C.A.S.H.), the Building Industry Association of California, and the California School Boards Association.

Education: John graduated from UCLA and serves as a Senior Fellow at the UCLA Luskin School of Public Affairs.

Adam Sonenshein, Senior Vice President

Senior Vice President Adam Sonenshein came to FM3 Research in 2013. He has conducted opinion research and evaluation and provided strategic advice for dozens of clients including candidates running for political office, K-12 school and community college districts, local governments, nonprofit organizations, business associations, and ballot measure campaigns.

Adam worked in Marina in 2022 and 2024 when FM3 helped the City explore the viability of a public safety bond measure. He has also worked for a variety of successful bond measures for school districts throughout Monterey County. More broadly, he has conducted opinion research and provided strategic advice for a number of cities throughout California. His recent and current clients include the cities of Arcadia, Burbank, Camarillo, Carpinteria, Carson, Cathedral City, Corona, Costa Mesa, Dana Point, Downey, Fountain Valley, Grover Beach, Hawthorne, Long Beach, Los Alamitos, Morro Bay, Oxnard, Paramount, Pasadena, Paso Robles, Riverside, San Bernardino, San Clemente, Santa Barbara, South Lake Tahoe, Temecula, Temple City, Torrance, West Hollywood, and Westminster among others.

Education: Adam received his bachelor's degree in political science from Tufts University in 1998 and his Master of Public Policy (MPP) degree from the UCLA Luskin School of Public Affairs in 2005 with awards for Outstanding MPP Student of the Year and Outstanding Academic Achievement.

FM3 RESEARCH

3 PROPOSED APPROACH AND ESTIMATED COSTS

Methodology	Dual-mode survey using a combination of telephone (cellular and landline) and online (email and text-to-web) interviews
Research Population	Likely November 2026 voters in the City of Marina
Sample Size	As we have done in the past, given the modest size of the likely November 2026 electorate (approximately 13,250 voters) we recommend aiming for a sample of up to 300 interviews.
Margin of Sampling Error*	±5.7% for a sample of 300 interviews **At the 95% confidence level (i.e., in 95 out of 100 cases)*
Survey Length	20 minutes
Languages	Telephone interviews will be offered in both English and Spanish to accommodate the City's Latino population (approximately 22% of likely November 2026 voters). We have found that people are less likely to respond to an online survey in a non-English language; therefore, for maximum cost efficiency, online interviews will be offered in English only.
Deliverables	Following the completion of the survey, we will provide: • A questionnaire with the topline results of the survey for easy reference • A complete set of crosstabs in an easy-to-read, comprehensive format • Verbatim responses to any open-ended questions • A complete analysis of survey results in PowerPoint • A presentation of the survey results FM3 will also be available for ongoing consultation and any further analysis of the research.
Cost	The total estimated costs for this research plan is $37,750. This price is comprehensive and includes all costs for questionnaire design, sample acquisition and preparation, Spanish translation, programming, email and text invitations, survey hosting, telephone interviewing, data entry and analysis, and reporting. As previously mentioned, we will do our best to obtain up to 300 completed interviews. If we receive fewer completes, we will prorate our costs to reflect the actual number of interviews received. Any interviews beyond 300 will come at no additional cost to the City.

FM3 RESEARCH

4 CONTACT INFORMATION

Thank you for taking the time to review our proposal. Please feel free to contact us with any questions.

FM3 RESEARCH | FAIRBANK, MASLIN, MAULLIN, METZ & ASSOCIATES

John Fairbank
Partner
John@FM3Research.com
(310) 463-2230 (cell)

Adam Sonenshein
Senior Vice President
Adam@FM3Research.com
(310) 569-3653 (cell)

Fairbank, Maslin, Maullin, Metz & Associates
12100 Wilshire Blvd., Suite 350
Los Angeles, CA 90025

www.fm3research.com

APPENDIX A

FM3's 2024 Successes

FM3 RESEARCH

FM3's Successful 2024 Statewide Ballot Measures

State	Measure	Purpose
CA	Proposition 2	$10 billion education facilities bond
CA	Proposition 4	$10M bond for parks, environment, energy, and water
CA	No on Proposition 33	Prohibit rent control
CA	Proposition 34	Requiring accountability in the use of drug discount program revenue
CA	Proposition 35	Managed care organization tax authorization
MN	Amendment 1	Continue providing lottery revenue to environment/natural resources fund
OH	Issue 2 (2023)	Legalize recreational marijuana for adults 21+
RI	Question 4	$53M bond for environmental and recreational infrastructure
WI	No on Question 1	Prohibit legislature from delegating its power to appropriate money
WI	No on Question 2	Require legislative approval for state expenditure of federal funds

FM3's Successful 2024 Education Finance Measures

District	Measure	Mechanism
COMMUNITY COLLEGE DISTRICTS		
College of the Redwoods	Measure I	$120M school bond
Compton Community College District	Measure CC	$200M school bond
Glendale Community College District	Measure GCC	$600M school bond
Long Beach Community College District	Measure AC	$990M school bond
Mt. San Antonio Community College District	Measure V	$750M school bond
Rio Hondo Community College District	Measure RH	$442.4M school bond
Riverside Community College District	Measure CC	$954M school bond
San Diego Community College District	Measure HH	$3.5B school bond
San Joaquin Delta Community College District	Measure K	$598M school bond
Southwestern Community College District	Measure SW	$800M school bond
State Center Community College District	Measure Q	$698M school bond
K-12 DISTRICTS		
Antelope Valley Joint Union High School District	Measure AVH	$398M school bond
Arcadia Unified School District	Measure AS	$358M school bond
Clovis Unified School District	Measure A	$400M school bond
Delano Union Elementary School District	Measure J	$41.8M school bond
Dinuba Unified School District	Measure D	$42M school bond
Firebaugh-Las Deltas Unified School District	Measure F	$25M school bond
Folsom Cordova Unified School District	Measure R	$144M school bond
Folsom Cordova Unified School District	Measure S	$144M school bond
Franklin-McKinley School District	Measure W	$192/parcel tax
Fresno Unified School District	Measure H	$500M school bond
Galt Joint Union Elementary School District	Measure H	$27M school bond
Manhattan Beach Unified School District	Measure RLS	$200M school bond
Menifee Unified School District	Measure R	$205M school bond
Merced City School District	Measure O	80M school bond
Pomona Unified School District	Measure UU	$385M school bond
Ravenswood City School District	Measure S	$434/parcel tax
Redlands Unified School District	Measure D	$500M school bond
Roosevelt Elementary School District (AZ)	-	$150M school bond
San Carlos School District	Measure H	$176M school bond

FM3 RESEARCH

FM3's Successful 2024 Education Finance Measures (Cont.)

District	Measure	Mechanism
K-12 DISTRICTS		
San Juan Unified School District	Measure P	$950M school bond
San Marino Unified School District	Measure M	$200M school bond
Southern Kern Unified School District	Measure H	$59M school bond
South Monterey County Joint Union High School District	Measure H	$35M school bond
South Monterey County Joint Union High School District	Measure I	$35M school bond
Sweetwater Union High School District	Measure RR	$647M school bond
Victor Valley Union High School District	Measure A	$180M school bond
Victor Valley Union High School District	Measure X	$180M school bond
Wasco Union High School District	Measure D	$35.4M school bond
Weaver School District	Measure K	$20M school bond

FM3's Successful 2024 Local Revenue Measures

Jurisdiction	Measure	Mechanism
CITIES		
Town of Apple Valley	Measure P	1 cent sales tax
City of Arcata	Measure H	¾ cent sales tax
City of Artesia	Measure AAA	¾ cent sales tax
City of Azusa	Measure ZZ	¼ cent sales tax
City of Berkeley	Measure Z	Soda tax renewal
City of Brawley	Measure J	1 cent sales tax
City of Buena Park	Measure R	1 cent sales tax
City of Campbell	Measure K	½ cent sales tax
City of Carpinteria	Measure B	Transient occupancy tax
City of Cathedral City	Measure W	½ cent sales tax
City of Chino	Measure V	1 cent sales tax
City of Clovis	Measure Y	1 cent sales tax
City of Dallas (TX)	Proposition B	$346M bond – flood infrastructure
City of Desert Hot Springs	Measure P	1 cent sales tax
City of Dixon	Measure J	1 cent sales tax
City of Downey	Measure D	¼ cent sales tax
City of Escalon	Measure P	1 cent sales tax
City of Fontana	Measure T	1 cent sales tax
City of Fort Bragg	Measure T	⅜ cent sales tax
City of Fort Bragg	Measure U	Transient occupancy tax
City of Foster City	Measure V	Business license tax revision
City of Half Moon Bay	Measure R	½ cent sales tax
City of Hanford	Measure H	1 cent sales tax
City of Hayward	Measure K1	½ cent sales tax
City of La Cañada Flintridge	Measure LCF	¾ cent sales tax
City of La Habra	Measure V	1 cent sales tax
City of Lemoore	Measure S	1 cent sales tax
City of Long Beach	Measure LB	Utility users' tax
City of Loomis	Measure C	¼ cent special sales tax – library funding

FM3 RESEARCH

FM3's Successful 2024 Local Revenue Measures (Cont.)

Jurisdiction	Measure	Mechanism
City of Milpitas	Measure J	¼ cent sales tax
City of Monterey Park	Measure BE	Business license tax revision
City of Monterey Park	Measure LG	Transient occupancy tax
City of Moreno Valley	Measure U	1 cent sales tax
City of Pacifica	Measure M	Transient occupancy tax
City of Palm Desert	Measure G	1 cent sales tax
City of Paramount	Measure LR	Business license tax revision
City of Pasadena	Measure PL	$195M bond – library funding
City of Paso Robles	Measure I-24	½ cent sales tax
City of Pinole	Measure I	½ cent sales tax
City of Redondo Beach	Measure FP	$6.28M bond – safety
City of San Francisco	Proposition A	$300M bond – affordable housing
City of San Francisco	Proposition B	$390M bond – health/safety
City of San Francisco	Proposition M	Business license tax revision
City of Sanger	Measure R	1 cent special sales tax – safety
City of Santa Barbara	Measure I	1 cent sales tax
City of Santa Fe Springs	Measure SFS	Parcel tax – roads
City of Santa Paula	Measure R	1 cent sales tax
Town of Scarborough (ME)	Question 3	$5M bond – conservation/water
City of Seal Beach	Measure GG	½ cent sales tax
City of Suisun City	Measure S	1 ¾ cent sales tax
City of Sutter Creek	Measure P	1 cent sales tax
City of Trinidad (CO)	Measure 2A	Transient occupancy tax – parks/open space
City of Visalia	Measure O	Cannabis tax
City of West Hollywood	Measure WH	Protecting a future ¼ cent sales tax
City of Westminster	Measure E	½ cent sales tax
City of West Sacramento	Measure O	1 cent sales tax
City of Yucaipa	Measure S	1 cent sales tax
COUNTIES		
Butte County	Measure H	1 cent sales tax
Harris County (TX)	Proposition A	Property tax – flood infrastructure
Humboldt County	Measure O	1 cent sales tax
Madera County	Measure T	½ cent special sales tax – road repair
Multnomah County (OR)	Measure 26-243	$150M bond – flood infrastructure/water quality
San Juan County (WA)	Proposition 1	Extending 1% REET – conservation
Santa Barbara County	Measure H	Transient occupancy tax
Santa Cruz County	Measure Q	Parcel tax – conservation/wildfires
Sonoma County	Measure I	¼ cent sales tax

FM3 RESEARCH

FM3's Successful 2024 Local Ballot Measures (Non-Revenue)

Jurisdiction	Measure	Purpose
CITIES		
City of Bellflower	Measure B	Charter issue
City of Huntington Park	Measure PP	Permitted street parking development
City of Long Beach	Measure JB	Charter issue
City of Long Beach	Measure HC	Charter issue
City of Los Alamitos	Measure X	Charter issue
City of North Las Vegas	Question 1	Redirecting funds
City of North Las Vegas	Question 2	Redirecting funds
City of Oxnard	Measure I	Continuation of CFD funding
City of Oxnard	No on Measure J	Elimination of CFD funding
City of Oxnard	No on Measure K	Reduction of CFD funding
City of Oxnard	No on Measure L	Limits on CFD funding
City of San Francisco	Proposition H	Firefighter pension reform
City of Santa Cruz	No on Measure M	Charter issue
City of South Pasadena	Measure SP	Building height limits
City of Torrance	Measure TC	Charter issue
City of Yorba Linda	Measure JJ	Land use regulations
COUNTIES		
Los Angeles County	Measure G	Charter issue
Park County (MT)	No on Referendum 1	Removal of local growth control policy
Park County (MT)	Referendum 2	Require a vote to adopt a growth policy
Suffolk County (NY)	Proposition 2	Water Quality Restoration Act
SPECIAL DISTRICT		
Desert Healthcare District	Measure AA	Hospital contract approval

FM3 RESEARCH

FM3's Successful 2024 Candidate Races

NATIONAL RACES
Senator Tammy Baldwin* (WI)
Congresswoman Suzan DelBene (WA-1)
Congressman Rick Larsen (WA-2)
Congressman Greg Stanton (AZ-4)
STATEWIDE RACES
Washington Governor Bob Ferguson
Oregon Secretary of State Tobias Read
California State Senator Laura Richardson
California State Assemblymember Marc Berman
California State Assemblymember Blanca Rubio
California State Assemblymember LaShae Sharp-Collins
California State Assemblymember Esmeralda Soria
California State Assemblymember Catherine Stefani*
Oregon State Representative Tom Andersen
Oregon State Representative Zach Hudson
Oregon State Representative Courtney Neron
Oregon State Representative Hoa Nguyen
Wisconsin State Assemblymember Melissa Ratcliff*
LOCAL RACES
District Attorney Nathan Hochman* (Los Angeles County, CA)
District Attorney Brooke Jenkins* (San Francisco, CA)
County Supervisor Margaret Abe-Koga (Santa Clara County, CA)
County Supervisor Janice Hahn (Los Angeles County, CA)
County Supervisor Terra Lawson-Remer (San Diego County, CA)
County Supervisor Nate Miley* (Alameda County, CA)
Mayor Jerry Dyer (Fresno, CA)
Mayor Kevin McCarty (Sacramento, CA)
Mayor Lauren McLean* (Boise, ID)
Mayor Daniel Lurie* (San Francisco, CA)
Mayor Matt Mahan (San Jose, CA)
Mayor/City Councilmember Dan Arriola* (Tracy, CA)
City Councilmember Edi Birsan (Concord, CA)
City Councilmember Lance Giroux* (El Segundo, CA)
City Councilmember Albert Gonzalez* (Santa Clara, CA)
City Councilmember Suds Jain* (Santa Clara, CA)
City Councilmember Michelle Keldorf* (El Segundo, CA)
City Councilmember John Lee* (Los Angeles, CA)
City Councilmember Michael Mulcahy* (San Jose, CA)
City Councilmember Kevin Park* (Santa Clara, CA)

**FM3 worked for an independent expenditure campaign.*

AMENDMENT TO AGREEMENT WITH CITY OF MARINA AND TRIPEPI SMITH AND ASSOCIATES

THIS AMENDMENT ("Second Amendment") to the Agreement for additional funding pertaining to City community engagement, education and outreach for constructing city facilities and potential funding strategies is made this ____ day of _____ 2026, by and between the City of Marina, a California charter city ("CITY") and Tripepi Smith and Associates ("CONTRACTOR"). CITY and CONTRACTOR are sometimes referred to herein collectively as the "Parties."

Recitals

A. On June 3, 2025, CITY and CONTRACTOR entered into the Agreement for General Communications Services (the "Agreement") to provide on-call communications support for strategic marketing, public outreach and engagement and any additional general communications support services identified by the City. The term of the Agreement ends on June 5, 2027, and compensation to the CONTRACTOR under the Agreement was provided on a time and materials basis not to exceed $175,000.

B. On October 7, 2025, CITY and CONTRACTOR amended the Agreement through a First amendment to provide additional funding for community engagement, education and outreach for constructing City facilities and potential funding strategies, and in which CITY was authorized $120,000 in additional funds for this purpose, as well as $40,000 to fund an Opinion Survey to assess citizen support and viability of new revenue sources for a potential November 2026 ballot measure (“Revenue Measure Support”).

C. Parties desire to amend the Agreement through a Second Amendment to ensure adequate funding through the remainder of the contract term. At the July 7 City Council meeting, CITY was authorized $50,000 in additional funds for this purpose.

D. Only the numbered Article of the Agreement which is being amended is set forth in this First Amendment.

Terms & Conditions Amended

Now, therefore, the Parties agree to amend the Agreement as follows:

1. Article 3 "Compensation" Section (a) is amended to read in its entirety:

> a. "City liability for compensation to Contractor under this Agreement shall only be to the extent of the present appropriation to fund this Agreement. For services to be provided under this Agreement for Revenue Measure Support, City shall compensate Contractor on a time and materials basis in an amount not to exceed **Two Hundred Ten Thousand Dollars ($210,000.00)** in accordance with the

provisions of this Section and the attached hereto as "Exhibit A" and incorporated herein by this reference."

All other terms and conditions of the Agreement shall remain in full force and effect.

This Amendment may be executed in two (2) counterparts, each of which shall be deemed an original, but both of which together shall constitute one and the same instrument. Counterpart may be delivered by facsimile, electronic mail (including pdf. or any electronic signature complying with the U.S.ESIGN Act of 2000, California's Uniform Electronic Transactions Act (Cal. Civil Code 1633.1 et seq.) or other applicable law) or other transmission method and any counterpart so delivered shall be deemed to have been validly delivered and be valid and effective for all purposes. This Amendment consists of three (3) pages.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment to the Agreement for CONTRACTOR to provide community engagement, education and outreach for the CITY.

CITY OF MARINA	TRIPEPI SMITH AND ASSOCIATES
By: _____	By: _____
Layne Long	Name:
City Manager	Its:
Date: _____2026	Date: _____2026

(Attestation & Approval follow)

Council Authorization (date): _____
Resolution No. 2026-

ATTEST:

By: _____
Deputy City Clerk

APPROVED AS TO FORM:

By: _____
City Attorney

2088900.1

July 2, 2026 Item No. **10j(1)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO RECEIVE AN INFORMATIONAL UPDATE REGARDING THE STATUS OF THE CITY'S CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECTS.

REQUEST: Staff requests that the City Council:

1. Receive an informational update regarding the status of the City's Capital Improvement Program (CIP) projects currently being managed by the City. This report is provided for informational purposes only to keep the City Council apprised of the progression of active and planned capital projects. No action is requested.

BACKGROUND:

The City's Capital Improvement Program (CIP) serves as the primary planning and implementation tool for the construction, rehabilitation, replacement, and maintenance of public infrastructure and municipal facilities. The program provides a structured approach for identifying, prioritizing, funding, and delivering projects that preserve public assets, improve community services, enhance public safety, and support the City's long-term strategic objectives.

Capital projects are identified through a variety of sources, including City Council goals and policy direction, departmental operational needs, infrastructure condition assessments, regulatory compliance requirements, community input, grant funding opportunities, master plans, strategic planning initiatives, and long-range capital planning efforts. As community needs evolve and funding opportunities become available, the CIP continues to be refined to ensure that limited resources are directed toward projects providing the greatest public benefit.

The successful delivery of capital projects requires coordination among numerous City departments, outside consultants, utility providers, regulatory agencies, and funding partners. Projects typically progress through multiple phases, beginning with initial feasibility evaluations and advancing through design, bidding, construction, and ultimately project completion. The duration of each phase varies depending upon project complexity, environmental review requirements, funding availability, permitting, utility coordination, and construction scheduling.

To promote transparency and provide the City Council with a comprehensive understanding of the City's ongoing capital investments, staff periodically presents updates regarding the status of all CIP projects. Organizing projects according to their current phase of development allows the Council to better understand where resources are currently focused, monitor the City's overall project portfolio, and remain informed regarding the progression of individual capital investments.

ANALYSIS:

The City's Capital Improvement Program currently consists of projects in varying stages of development and implementation. Organizing projects according to their current status provides a clear picture of the City's capital workload and illustrates the continuous progression of projects from concept through completion.

Projects categorized as **Feasibility** are undergoing preliminary evaluation to determine project viability, scope, funding opportunities, environmental considerations, and overall implementation strategy. Projects identified as **Plans, Specifications, and Estimates (PS&E)** are actively being designed and prepared for construction bidding. Projects within the **Bidding** phase have substantially complete design and are being advertised or prepared for competitive procurement. Projects identified as **Construction** have entered the implementation phase and are actively being built or otherwise executed. **Completed** projects have successfully reached substantial completion and have fulfilled their intended purpose. The **CIP Project Queue** identifies projects that have been recognized as future capital needs but have not yet advanced into active development due to funding availability, staffing capacity, prioritization, grant timing, or pending policy direction.

Feasibility

The following projects are currently undergoing feasibility evaluation or preliminary project development:

1. Reindollar Avenue & California Avenue Intersection Improvements
2. Sidewalk Gap Infill
3. Vince DiMaggio Playground Improvements
4. Preston Park Upgrades
5. Cardoza Neighborhood Storm Drain Assessment
6. Salinas Avenue Widening
7. Recreation Trail Maintenance

Plans, Specifications & Estimates (PS&E)

The following projects are currently in the design phase, where plans, specifications, engineering documents, permitting, and cost estimates are being prepared prior to construction:

1. 8th Street Extension from 2nd Avenue to Intergarrison Road
2. Del Monte Boulevard Median Landscape Demonstration
3. Dunes Community Facility District (2015-01) Street Resurfacing (2)
4. Reservation Road Culvert Repair
5. Dunes Park Development
6. Traffic Camera Upgrade
7. Traffic Signal ADA Upgrades
8. Traffic Signal Maintenance and Upgrades
9. Replace Arterial Street Name Signs
10. City Hall Generator
11. Del Monte and Reservation Intersection Improvements
12. Downtown Vitalization Implementation (Del Monte Medians)
13. Fort Ord Dunes State Park Trailhead & Coastal Improvements
14. Airport Fuel Farm – Fuel Tank Replacement & Generator Upgrade

Bidding

The following projects have substantially completed design and are currently being prepared for procurement or are actively out for competitive bidding:

1. Del Monte and Beach Roundabout Safety Improvements
2. Fire Station 2 Addition
3. Citywide Street Shaving to Avoid Trip Hazards (Phase 2)
4. Asian American Garden
5. Fire Station 1 Shower Replacement and Laundry Plumbing
6. Aquatic and Sports Center Building Rehabilitation

Construction

The following projects are actively under construction or are currently being implemented:

1. Citywide Street Signs (Inventory & Assessment)
2. Imjin Parkway Widening from Imjin Road to Reservation Road
3. Reservation Road Median and Streetlight Electrical Outlets
4. Streetlight Replacement (Ongoing)
5. City Facilities and Parks Maintenance Plan (Inventory & Assessment)
6. Annual Street Resurfacing
7. Arterial Striping
8. Windy Hill Park Playground Upgrades
9. Imjin Parkway & 3rd Avenue Traffic Signal
10. Sea Haven Community Park
11. City Hall and Annex Permit Center Reconfiguration
12. Disc Golf Parking and Access

Completed

The following projects have been completed and are no longer considered active within the City's Capital Improvement Program:

1. Citywide Street Shaving to Avoid Trip Hazards (Phase 1)
2. Marina Drive Storm Drain Improvements
3. City Hall Annex EV Charging Stations
4. Arts Village Building Stabilization
5. Glorya Jean Tate Park Improvements
6. Temporary Fire Shelter

CIP Project Queue

The following projects have been identified as future capital needs but have not yet advanced into active project development. These projects remain in the City's Capital Improvement Program for future consideration and will advance as funding becomes available, staffing resources allow, priorities evolve, or policy direction is provided by the City Council.

1. Airport Airfield Safety Improvements
2. Airport Building 514 Improvements
3. Airport Building 533 Improvements
4. Airport Environmental Assessment for Runway Extension and Land Acquisition
5. Airport Gateway Sign
6. Airport Landscape Improvements
7. Airport MAP Grant
8. Airport Pavement Maintenance
9. Airport Police Building Painting (B526)
10. Airport Rehabilitate Taxilane – Design Only
11. Airport Taxiway A Rehabilitation
12. Airport T-Hanger Design
13. Airport T-Hanger Roofing
14. California Avenue Improvements, Imjin Parkway to 8th Street (1)
15. Del Monte Boulevard Extension to 2nd Avenue
16. Imjin Parkway & California Avenue Intersection Improvements
17. Reservation Road Corridor Operations Study
18. Reservation Road Roundabouts at Beach Road and Cardoza Avenue
19. Building Access Control and Security
20. City Hall and City Council Chambers Deferred Maintenance
21. Community Center Deferred Maintenance

22. Corporation Yard EV Charging Stations
23. Duplex Housing Renovation
24. Teen Center Deferred Maintenance
25. City Tree Maintenance – Parks, Open Spaces, Facilities
26. Library Landscape Irrigation Upgrades (3)
27. Locke Paddon Pond, Reeds & Trees Maintenance
28. Equestrian Boarding Development
29. Los Arboles Court Resurfacing
30. Community Center Playground Seating and Amenities
31. Equestrian Center Deck
32. Gateway Entry Sign
33. Cypress Knolls Master Plan
34. Cypress Knolls Building Removal
35. Downtown Vitalization Specific Plan Environmental Impact Report
36. Landfill Annexation
37. Public Facility Impact Fees Study Update
38. Administrative Records Management System
39. Maintenance Management System & Public Interface
40. The Dunes on Monterey Bay Traffic Impact Analysis Update
41. Fire Station 1 & 2 Alerting System
42. Police Body and Car Cameras (4)
43. Police Department Staffing Study
44. Police Records Management System (4)

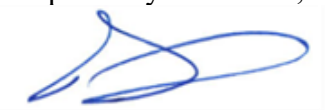
Staff will continue advancing capital projects based upon available funding, staffing resources, regulatory requirements, grant opportunities, and City Council priorities. As projects progress through the various phases of development and implementation, staff will continue providing periodic updates to ensure the City Council remains informed regarding the overall status of the City's Capital Improvement Program.

FISCAL IMPACT:

This report is informational only and does not authorize expenditures, appropriate funding, or commit the City to any future financial obligations.

Each Capital Improvement Program project is funded through its respective funding source, which may include local funds, development impact fees, grant funding, enterprise funds, special revenue funds, or other legally available funding sources. Individual projects are presented to the City Council for approval as required by the Marina Municipal Code, the City's purchasing policies, applicable grant requirements, funding agency regulations, or other governing laws and procedures. Future budget appropriations and project authorizations will continue to be presented to the City Council as required throughout the lifecycle of each capital project.

Respectfully submitted,



Ismael Hernandez
Public Works Director
City of Marina

REVIEWED/CONCUR

Layne Long
City Manager
City of Marina

July 7, 2026 Item No. **10k(1)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

Chair and Board Members of
Abrams B Non-Profit Corporation

Corporation Board Meeting
of July 7, 2026

CITY COUNCIL AND ABRAMS B NON-PROFIT CORPORATION BOARD CONSIDER ADOPTING RESOLUTION NO. 2026-, AND 2026- (NPC), APPROVING ABRAMS B HOUSING AREA BUDGET FOR FY 2026-27 AND AUTHORIZING FINANCE DIRECTOR TO MAKE APPROPRIATE ACCOUNTING AND BUDGETARY ENTRIES AND APPROVING A RENTER'S INSURANCE REQUIREMENT UPON LEASE RENEWAL FOR ALL TENANTS.

REQUEST:

It is requested that the City Council and Corporation Board consider:

1. Adopting Resolution No. 2026- and Resolution No. 2026- (NPC), approving the Abrams B Housing Area Budget for FY 2026-2027, and;
2. Authorizing Finance Director to make appropriate accounting and budgetary entries; and
3. Approving a renter's insurance requirement for all tenants upon lease renewal and authorizing corresponding revisions to the terms and conditions of any approved rental agreement forms.

BACKGROUND:

The City of Marina is the owner of the 194-unit Abrams Park Housing Area. Greystar has been retained to provide property management services.

ANALYSIS:

The budget package provided for the City Council's consideration includes:

- Attachment A Greystar Abrams Park FY 2026/2027 Proposed Budget Memo
- Attachment B Abrams Park Budget Summary
- Attachment C Abrams Park Income
- Attachment D Affordable Rents
- Attachment E Abrams Park Expenses
- Attachment F Abrams Park Capital Budget Projections 2026-2027
- Attachment G Market Survey

Information in each of the sections below is intended to highlight each of these pieces of the budget package. Please refer to the attachments themselves for greater details.

Attachment A: Greystar Abrams Park FY 2026/2027 Proposed Budget Memo
This document provides larger capital project accomplishments for the year, summary of revenue/rents, summary of expenses, and capital budget spending.

Attachment B: Abrams Park Budget Summary
This document provides an overall summary of the Approved Fiscal Year 2025-26 Budget and the estimated year-end results; and the Proposed Fiscal Year 2026-27 Budget. In addition to net income from operations, the worksheet also includes non-operating revenues and expenses, such as ownership distributions, capital/renovation expenses, and contributions from capital reserves.

At the close of Fiscal Year 2025-26, the Abrams Park net income from operations is estimated to be $2.4 million. This is $34,297 or 0.4% less than the original budget. This variance resulted from an uptick in vacancy loss and turnover activity in FY25-26.

In Fiscal Year 2026-27, Abrams Park is anticipated to yield a net income of $2.8 million. This is $330,455 or 13.2% greater than the approved budget, and $360,862 or 14.6% less than the Fiscal Year 2025-26 Estimated Year-End amount. The Fiscal Year 2026-27 Proposed Budget includes $1.6 million in owner distributions, capital/renovation expenditures of $1.06 million, and transfer-in from capital reserves of $0.

Details and assumptions related to revenues, expenditures, and estimated cash balances are provided within the subsequent sections and attachments.

Attachment C: Abrams Park Income
The Fiscal Year 2025-26 estimated ending income for Abrams Park was $3.9 million. This represents a decrease of $33,352 or .08% less than the Approved Budget. The budgetary variance reflects vacancy loss of $91,698 or 383.6% greater than initially projected, shifting a normal occupancy rate of 99.5% to an average annual occupancy of 97.5%. This net decrease can be primarily attributed to an uptick in tenant turnover.

The Proposed Fiscal Year 2026-27 revenues are projected to be $4.05 million, which is $116,852 greater than the Fiscal Year 2025-26 Approved Budget; and $33,358 or .8% less than the Estimated Year-End results. The projected decrease is due to elevated vacancy loss. The proposed budget includes a 2.5% increase for all market rate in-place residents at lease renewal; and an estimate to adjust lease rates to reflect market conditions for new occupants.

Supporting line-item details, as well as assumptions are included in Attachment C.

Attachment D: Affordable Rents
The current year affordable rents calculation is included in Attachment E and the Proposed Budget Memo. There are currently 42-Very Low-Income qualifying units, 21-Low/Lower Income, and 3-Low Income qualifying units.

Attachment E: Abrams Park Expenses
The Proposed Fiscal Year 2026-27 expenses are projected to be $1.2 million. This reflects a decrease of $246,566 when compared to the Fiscal Year 2025-26 approved budget; and a decrease of $1,945 or 0.1% less than the estimated year-end amounts. The budgetary variance primarily reflects the removal of insurance costs from the budget as they are paid through an escrow account with the lender

Supporting line-item details, as well as assumptions are included in Attachment F.

Attachment F: Abrams Park Capital Budget Projections
A five-year projection of capital projects is included in Attachment G. The beginning balance of the Capital Reserve set aside funds is approximately $2.9 million. The Proposed Budget includes a transfer out to the replacement fund contribution of $1,069,196 and an escrow replacement contribution of $111,804, with the ending total resource balance of $4,475,444.

Scheduled capital replacement costs are $8,000 for path and pole light fixtures, $4,000 minor concrete and driveway repairs, $54,163 landscaping, irrigation system repair, and tree trimming, $423,917 for breaker panel replacements, $40,810 in full unit renovation, $120,000 in occupied unit refresh expense, $7,954 dishwashers, $11,864 in refrigerators, $18,062 stove, range and microwaves, $3,439 in garbage disposals replacements, $13,061 in hot water heater replacements, $45,000 in carpet replacements, $103,325 in vinyl plank replacements, $66,000 in HVAC furnace replacements, $37,980 in slab leak/major plumbing repairs, $9,150 in washer box replacement.

The Capital Reserve is estimated to be $3.2 million at the end of FY 2026-27.

Attachment G: Market Survey

Current market survey for five similar apartment communities in Marina, plus a "shadow market" or non-apartment complex comparable units. This survey is used to determine the rents for new market rate move-in tenants. The survey is updated throughout the year to reflect the most recent market rents of the comparable apartment homes in Marina.

2026-27 Budget Changes and Highlights

The property today has been able to fund much of the initial capital improvements needed when the City acquired the property and is on a stable path for continued ongoing capital improvements and replacements needed going forward. In prior years, an internal document was developed to serve as the foundation for setting aside reserve funds and maintaining the property. In Fiscal Year 2024-25, a formal Capital Funding Plan was developed to provide a roadmap for setting aside capital reserves, funding capital improvements, and replacing equipment and appliances. Staff has finalized the details of the Plan; and Abrams Park should have sufficient revenues to meet the plan funding requirements.

In Fiscal Year 2025-26, Phase II of the exterior painting project was completed, which included painting all the exterior of the Abrams Park units.

There is a proposed change in the City's ownership distribution. The proposed annual distribution of $1.8 million has been reduced to $1.6 million. This includes a $335,000 allocation to the General Fund, a $1,335,948 transfer to the Abrams B Debt Service Fund for principal and interest payments on the Abrams B Housing Revenue Bonds; and the remainder apportioned through the debt service escrow process to fund insurance, reserve set-asides, and various administrative fees.

Renter's Insurance Requirement

Following the six-plex fire on Arnold Court in October 2025, which displaced multiple Preston Park households and resulted in the loss of personal belongings, staff and Greystar developed a renter's insurance requirement to strengthen resident preparedness and protection. The requirement has been administered for new residents at move-in since February 2026, but has not yet been imposed on existing tenants at lease renewal because such a change to the rental agreement constitutes a material lease term requiring Owner/Board approval under Section 4.2(e)(G) of the Amended Management Agreement. Staff requests that the Council and Board, sitting as the Board of the Abrams B Non-Profit Corporation, formally approve the requirement and authorize corresponding revisions to the terms and conditions of any approved rental agreement forms. Under the proposed requirement, all tenants must maintain a renter's insurance policy with minimum personal liability coverage of $100,000, with proof of coverage submitted at lease renewal for existing tenants and at move-in for new tenants. Tenants may select any qualifying insurer. Estimated annual cost for liability-only coverage is approximately $129 (approximately $10.75 per month), and approximately $163 for coverage that also includes personal property protection.

FISCAL IMPACT:

Should the City Council and Corporation Board elect to approve the Proposed FY 2026-27 Budget, the owner distribution will be $1,670,948.

CONCLUSION:

This request is submitted for City Council and NPC Corporation Board consideration and possible action.

Respectfully submitted,

_____
Courtney Lindberg
Assistant City Manager
City of Marina

REVIEWED/CONCUR:

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-
RESOLUTION NO. 2026- (NPC)

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AND THE ABRAMS B NON-PROFIT CORPORATION APPROVING ABRAMS B HOUSING AREA BUDGET FOR FY 2026-27 AND AUTHORIZING FINANCE DIRECTOR TO MAKE APPROPRIATE ACCOUNTING AND BUDGETARY ENTRIES

WHEREAS, Greystar Real Estate Partners ("Greystar"), as the management agent of Abrams Park Sustainable Community Housing, has submitted a draft FY 2026-27 budget; and

WHEREAS, Greystar submitted a budget letter describing highlights of the proposed Abrams Park Housing Area FY 2026-27 Budget and accompanied by updated proposed budgets; and

WHEREAS, the rental revenues are used to provide funds for debt service payments on the Abrams Park property purchase; and

WHEREAS, City staff has reviewed the budget package for FY 2026-27; and

WHEREAS, the City Council of Marina and the Board of the Abrams B Non-Profit Corporation reviewed and considered the proposed budgets.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Marina and the Corporation Board of the Abrams B Non-Profit Corporation do hereby:

1. Approve the Abrams Park Housing Area Budget for FY 2026-27, and;
2. Authorize the Finance Director to make appropriate accounting and budgetary entries; and
3. Approve the renter's insurance requirement for all tenants and authorize corresponding revisions to the terms and conditions of any approved rental agreement forms.

PASSED AND ADOPTED, by the City Council of the City of Marina and the Corporation Board of the Abrams B Non-Profit Corporation at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

GREYSTAR™

Abrams Park
682 Wahl Court
Marina, CA 93933

July 7th, 2026

Mr. Layne Long
City Manager
City of Marina
211 Hillcrest Avenue
Marina, California 93933

Re: Abrams Park FY 2026/2027 Proposed Budget

Dear Mr. Long:

It has been a pleasure to continue to work with residents and the City of Marina over the last year. With the combination of wonderful residents and effective staff, several positive changes have been seen in Abrams Park:

1) **Building Upgrades:** Our budgeted exterior re-paint project began in late April, early May. This is a multi-year project in 2025 and concluded in November under the 25/26 budget year.
2) **Landscaping/Asphalt Repairs/Preventative Maintenance:** Two full unit renovations have been completed.
3) Our annual roof preventative maintenance, tree trimming, gutter cleaning, and irrigation repairs were completed. Gopher abatement has been a continual project year over year with the assistance of ADM. Termite inspections are on schedule for June 2026 with dryer vent cleaning scheduled in July 2026.
4) **Units of Long-Term Residents:** In a typical year, several long-term residents go through the process to refresh their flooring, paint and appliances. These services are extended to long-term residents upon notification or inspection indicating replacement is necessary based on age or condition.
5) **Green Initiatives:** In addition to the Marina Coast Water District's and other utility conservation programs, Greystar purchases and installs water or energy saving devices as replacement fixtures as needed. PG&E continues to work directly with income eligible residents to weatherize their homes at no cost to the resident or the community.

Greystar continues to provide the residents at Abrams Park with a comfortable and quality living experience. Continued capital improvements throughout the community will allow this property to remain a desirable neighborhood for renters, as well as a source of housing that is essential to the general populace of Marina.

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Revenue

The primary source of revenue is rents, Section 8 voucher payments from the Housing Authority of the County of Monterey, and associated charges to residents such as late fees.

The City Council of the City of Marina and the Corporation Board of the Abrams B Non-Profit Corporation adopted rent formulas at a regular meeting held on the 2nd of June 2010. The formula states that the annual increase in market rents for in-place residents shall be capped at the lesser of three percent (3%) or the Department of Labor's Consumer Price Index for San Francisco-Oakland-San Jose of (2.5%), All Items, for All Urban Consumers (referred to as CPI-U) Average percentage for the previous year (February to February) to be applied to the next fiscal year, provided that the increased rent for in-place tenants does not exceed the market rent charged to move-in residents.

Proposed Budget – The targeted Rental Increase applies the allowable 2.5% Rental Increase to in-place residents who are currently under the Fair Market Rental Rate as computed by averaging rates from the Monterey County Housing Authority and the HUD Fair Market Rent schedule and is adjusted for a determined amount for the Water, Sewer and Garbage that residents pay directly to the provider for those services. A reduced Rental Increase amount proportionate to their current rent would be applied to households that may not qualify for the standard Rental Increase.

Current Market Rent Conditions

The market rent for new move-ins is calculated by comparable market rent levels in the competitive market throughout the year. As shown in the proposed Budget, a year over year increase of 2.8% in overall Total Rental Income from the 25/26 fiscal year reforecast to the proposed 26/27 budget year totals $114,296. This figure includes a budgeted 2.5% increase for all market rate in place residents at lease renewal in addition to new occupant move ins at current market rates, with a turnover ratio of 6.2% annually. This accounts for 63% of the resident population in Abrams Park. Per the Marina City Council approved rent formula in 2010, the market rents for new move-ins are fluid throughout the year and change according to market conditions. Currently, market rents for incoming residents are as follows:

Unit Size	Current Rent Range for Incoming Market Rate Residents
Two Bedroom	$2,350
Remodeled – Two BR	$2,500
Four Bedroom	$3,225- $3,350
Remodeled – Four BR	$3,450

* Note: Five 2-Bedroom homes and twelve 4-Bedroom homes have additional features that warrant higher than average rental rates.

HUD announced that 2026 income limits were delayed due to the late release of survey data and were published on May 1, 2026. The Average of HUD Fair Market Rents (FMR) published in May 2026, and the Monterey County Housing Authority Peninsula Payment Standards published in January 2026 are as follows:

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Unit Bedroom Size	Fair Market Rent	Utility Allowance	Adjusted Rental Amount
Two Bedroom	$2,684.00	$258	$2,426.00
Four Bedroom	$3,945.00	$525	$3,420.00

A number of in-place market renters in Abrams Park homes are leasing below the average Fair Market Rent. The Fair Market Rates above include an allowance for utilities paid directly by Abrams Park residents in addition to their monthly rental amount. The two-bedroom average in-place market rent at Abrams Park is $2,016, while the average four-bedroom in-place market rent at Abrams Park is $2,637.

Affordable Rents

Affordable rental rates are derived from median income schedules published by governmental agencies. Rental rates at Preston Park are based upon 50% and 60% and 80% of the median income for Monterey County. The U.S. Department of Housing and Urban Development calculates the maximum household income by family size in Monterey County, generally once a year. As of the date of this memo, the rental rates are based upon families at 50% and 60% and 80% of the Monterey County median income for 2025. Rental increases are not being proposed for the proposed budget year at this time. In addition, as income limits for 2026 were recently posted, they are currently under review with the City of Marina and will be presented separately at a future council meeting for approval. As a result, the 2025 income limits will remain in place until implementation is granted.

Maximum Household Income Limits for 2025 as published in April 2025.

Income Category	Two Person	Three Person	Four Person	Five Person	Six Person	Seven Person	Eight Person
50% Very Low	$57,850	$65,100	$72,300	$78,100	$86,850	$89,650	$95,450
60% Low/Lower	$92,600	$104,150	$115,700	$125,000	$134,250	$143,500	$152,750
80% Low	$100,300	$112,850	$125,400	$135,450	$145,450	$155,500	$165,550

Projected Revenue and Expenses in FY 26/27

FY 26/27 budget includes $4,110,425 in Total Revenue vs. FY 25/26 budget of $4,028,481. Budgeted total income of $4,110,425 reflects a 2.8% increase over the prior year estimated year-end, driven by growth in total rental income, partially offset by a slight decrease in other income.

Expenses

Expenses reflect operating expense projections and key changes from the FY 2025/2026 budget to the proposed FY 2026/2027 budget. Operating expenses generally encompass costs associated with routine property maintenance, unit turnover and redecorating, and the day-to-day operations of the leasing office.

The FY 2026/2027 budget includes $1,283,022 in operating expenses, representing a 16.1% decrease over the prior year's estimated year-end as a result of removing insurance expenses from the budget which are covered by the lenders escrow impound account and a part of the debt service payment. Additionally,

contract services increased primarily, driven by higher contract services costs, resulting from the reclassification of preventative maintenance contract expenses from the capital replacement schedule, where they were historically budgeted, to operating expenses. Additionally, the budget reflects anticipated increases in utility rates.

All other expense categories show modest year-over-year adjustments consistent with contractual obligations and inflationary pressures. Greystar continues to actively pursue cost-saving initiatives, including the implementation of water- and energy-efficient technologies, to help mitigate rising operating costs.

Owner Distributions

The proposed budget accounts for $1.6 million in annual distributions.

Capital Expenses

Expenses categorized as Capital expenses directly impact the long-term value of the community, including roof replacements, exterior painting, large-scale landscaping improvements, and interior upgrades including appliances and carpeting/vinyl. Note that amounts labeled for interior upgrades in future budget years are placeholders and are anticipated to change based on Annual Inspection findings.

Recommended capital projects include:

1) Non AFCI Breakers - $423,917
2) Path Light Poles and Fixtures - $8,000
3) Landscape Upgrades, Tree Trimming, Irrigation Repairs and Replanting - $54,163
4) Unit renovations x1- $40,810

Capital Reserve Fund

Adoption of the proposed budget will result in a contribution of $5,511 per unit during this fiscal year. Please note that the replacement reserve only conceptualizes typical replacements. It does not contemplate or allow for unknown expenses which are typical, particularly as a building continues to age.

Furthermore, a Capital Reserve Study was completed by a consulting firm to further assess future costs to maintain the project over a span of 30+ years, which is now in place. This funding approach ensures that essential capital priorities can be addressed without delay, while allowing flexibility to adjust future allocations. **(Attachment F).**

We will continue to look for new ways to improve our services over the coming year and remain committed to meeting the objectives set by the City of Marina. Please feel free to contact me at (831) 384-0119 should you have additional questions or concerns.

Regards,
Vanessa Gonzales
Regional Manager

Cc: Shawshana Ball, Director of Real Estate, Greystar
Cc: Analily Puckett, Community Manager

Attachments:

- FY 2026/27 Budget Summary

- F. Capital Improvement Plan/Reserve Withholding

Attachment B - Budget Summary

Abrams Park
Budget Year 2026-2027

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	Fiscal Year 2025-2026				Proposed Fiscal Year 2026-2027				
	Approved Budget	Estimated Year End	Variance of Estimated Year End to Approved		Proposed	Variance from Fiscal Year 2025-26 Approved		Variance from Fiscal Year 2025-26 Estimated	
			Var $ / #	Var %		Var $ / #	Var %	Var $ / #	Var %
TOTAL RENTAL INCOME-RESIDENTIAL	**$ 3,976,096**	**$ 3,942,738**	**$ (33,358)**	**(0.8)%**	**$ 4,059,590**	**$ 83,494**	**2.1%**	**$ 116,852**	**3.0%**
Other Income-Residential	52,385	53,391	1,007	1.9%	50,835	(1,550)	(3.0)%	$ (2,556)	(4.9)%
TOTAL INCOME	**$ 4,028,481**	**$ 3,996,129**	**$ (32,352)**	**(0.8)%**	**$ 4,110,425**	**$ 81,944**	**2.0%**	**$ 114,296**	**2.8%**
EXPENSES									
Payroll & Benefits	$ 442,745	$ 442,036	$ 709	0.2%	$ 457,575	$ (14,830)	-3.3%	$ (15,539)	(3.5)%
Repairs & Maintenance	130,242	113,377	16,865	12.9%	123,779	6,463	5.0%	(10,402)	(9.2)%
Make-Ready / Redecorating	52,433	102,045	(49,612)	(94.6)%	100,140	(47,707)	-91.0%	1,905	1.9%
Contract Services	93,802	94,336	(534)	(0.6)%	132,861	(39,059)	-41.6%	(38,525)	(40.8)%
Advertising / Marketing / Promotions	3,560	3,553	7	0.2%	3,564	(4)	-0.1%	(11)	(0.3)%
Office Expenses	46,456	47,554	(1,097)	(2.4)%	47,683	(1,226)	-2.6%	(129)	(0.3)%
Other General & Administrative	49,224	49,142	82	0.2%	50,408	(1,184)	-2.4%	(1,266)	(2.6)%
Utilities	230,786	182,742	48,044	20.8%	204,093	26,693	11.6%	(21,350)	(11.7)%
Management Fees	99,763	99,931	(169)	(0.2)%	102,761	(2,998)	-3.0%	(2,829)	(2.8)%
Taxes	59,000	59,000	0	0.0%	60,159	(1,159)	-2.0%	(1,159)	(2.0)%
Insurance	323,521	335,872	(12,351)	(3.8)%	-	323,521	100.0%	335,872	100.0%
TOTAL OPERATING EXPENSES	**$ 1,531,533**	**$ 1,529,589**	**$ 1,945**	**0.1%**	**$ 1,283,022**	**$ 248,511**	**16.2%**	**$ 246,566**	**16.1%**
NET OPERATING INCOME	**$ 2,496,948**	**$ 2,466,540**	**$ (34,297)**	**(1.4)%**	**$ 2,827,403**	**$ 330,455**	**13.2%**	**$ 360,862**	**14.6%**
Less Distributions:									
Debt Service and related administration	$ 1,112,220	$ 1,089,096	$ 23,124	2.1%	$ 1,335,948	$ (223,728)	-20.1%	$ (246,851)	(22.7)%
Ownership	670,000	670,000	-	0.0%	335,000	335,000	50.0%	335,000	50.0%
Capital / Renovation Expense [(1)]	1,072,592	-	1,072,592	100.0%	-	1,072,592	100.0%	-	0.0%
Ownership expenses/Prior Year expense	-	78,288	(78,288)	100.0%	-	-	0.0%	78,288	100.0%
Capital Transfer In	(1,072,592)	-	(1,072,592)	100.0%	-	(1,072,592)	100.0%	-	0.0%
Capital Reserve Contributions [(1)]	-	544,196	(544,196)	-	1,069,196	(1,069,196)	100.0%	(525,000)	(96.5)%
TOTAL NON-OPERATING	**$ 1,782,220**	**$ 2,381,581**	**$ (599,361)**	**(33.6)%**	**$ 2,740,144**	**$ (957,924)**	**(53.7)%**	**$ (358,563)**	**(15.1)%**
NET OPERATING CASH	**$ 714,728**	**$ 84,960**	**$ (629,768)**	**(88.1)%**	**$ 87,259**	**$ 627,469**	**87.8%**	**$ 2,299**	**2.7%**

(1) In the Fiscal Year 2025-26 Approved Budget, Capital / Renovation Expenses were presented as equivalent revenues and expenses on the Budget Summary page. In Fiscal Year (FY) 2026-27, Abrams Park implemented the Abrams Park Capital Funding Plan. To facilitate that change, the FY 2025-26 and Proposed FY 2026-27 budgets list a capital reserve contribution amount. All capital expenditures, as well as the projected reserve balances are included in Attachment F. The FY 2025-26 contribution of $544,196 represents 50% of the recommended amount, while the $1.1 million contribution in FY 2026-27, is 90% of the recommended contribution.

Attachment C - Income Budget Summary
Detailed Budgetary Comparison - Abrams Park

	Fiscal Year 2025-26				Fiscal Year 2026-27			
	Approved Budget	Estimated Year End	Variance of Estimated Year End to Approved		Proposed	Variance From Fiscal Year 2025-26 Estimated Year-End		Fiscal Year 2026-27 Budget Assumptions and Notes
			Variance $	Variance %		Variance $	Variance %	
INCOME								
Potential Rent	$ 4,044,186	$ 4,099,366	$ 55,181	1.4%	$ 4,195,647	$ 96,281	2.3%	Budget assumes a 2.3% overall increase in potential rent, driven by a 2.5% CPI-U annual increase applied to existing market-rate residents and a projected turnover ratio of 6.2%, based on 12 budgeted move-outs across 194 units, reflecting a stable resident base with limited anticipated turnover. Physical occupancy is budgeted at 97.5% across all months and reflective of strong ongoing occupancy performance.
Vacancy Loss	(18,962)	(91,698)	(72,736)	383.6%	(85,621)	$ 6,077	(6.6)%	Budget assumes $85,621 in vacancy loss, reflecting a 97.5% physical occupancy target across all months. The year-over-year increase from the prior year estimated year-end is consistent with the uptick in projected turnover activity and occupancy assumptions for FY 2026/2027.
Non Revenue Units	(47,928)	(48,372)	(444)	0.9%	(49,236)	$ (864)	1.8%	Budget assumes $49,236 in non-revenue units, reflecting one (1) employee unit and the shared Community Center and Leasing Office with Preston Park. The modest year-over-year increase from the FY 2025/2026 approved budget is attributable to scheduled rent increases applied to the employee unit value in line with the community rent increase schedule.
Bad Debt	(1,200)	(16,559)	(15,359)	1279.9%	(1,200)	$ 15,359	(92.8)%	Budget assumes $1,200 in bad debt, consistent with the FY 2025/2026 approved budget at $100 per month. The significant year-over-year decrease from the prior year estimated year-end reflects an anomaly as a result of three evictions balances written off for non-payment of rent year to date.
TOTAL RENTAL INCOME-RESIDENTIAL	**$ 3,976,096**	**$ 3,942,738**	**$ (33,358)**	**(0.8)%**	**$ 4,059,590**	**$ 116,852**	**3.0%**	Budgeted total rental income of $4,059,590 reflects a 3% increase over the prior year estimated year-end, driven by the projected increase in net potential rent net of vacancy loss, non-revenue units, and bad debt assumptions outlined above.
Other Income-Residential	52,385	53,391	1,007	1.9%	50,835	(2,556)	(4.9)%	$50,835 in other income, a modest 4.9% decrease from the prior year estimated year-end. Budgeted line items include interest income ($2,428/mo), late charge fees ($1,150/mo), damages ($452/mo), application fees ($105/mo), pet rent ($75/mo), NSF fees ($25 every other month), and miscellaneous income. Income items such as vendor rebates are not guaranteed and therefore remain unbudgeted.
TOTAL INCOME	**$ 4,028,481**	**$ 3,996,129**	**$ (32,352)**	**(0.8)%**	**$ 4,110,425**	**$ 114,296**	**2.8%**	Budgeted total income of $4,110,425 reflects a 2.8% increase over the prior year estimated year-end, driven by growth in total rental income, partially offset by a slight decrease in other income.

Attachment D - Affordable Rent Amounts

Affordable Unit Calculations - FY 26-27 Rent Levels

(A) MAXIMUM HOUSEHOLD INCOME LIMITS (ANNUAL)

HUD AMI Limit	Number of Persons							
	1	2	3	4	5	6	7	8
Very Low (50% of AMI)	54,750	62,600	70,400	78,200	84,500	90,750	97,000	103,250
Low (80% of AMI)	87,600	100,100	112,600	125,100	135,150	145,150	155,150	165,150

Source: California Department of Housing and Community Development, 2026

	2 Bedroom		3 Bedroom (Preston Only)		4 Bedroom	
	25/26	24/25	25/26	24/25	25/26	24/25
Very Low (50% AMI)	1,091	1,091	1,260	1,260	1,406	1,406
Less Utilities	(202)	(202)	(264)	(264)	(328)	(328)
Monthly Rent Net of Utilities	889	889	996	996	1,078	1,078
Low (60% AMI)	1,310	1,310	1,512	1,512	1,688	1,688
Less Utilities	(202)	(202)	(264)	(264)	(328)	(328)
Monthly Rent Net of Utilities	1,108	1,108	1,248	1,248	1,360	1,360

Attachment E - Expense Budget Summary
Detailed Budgetary Comparison - Abram Park

	Fiscal Year 2025-26				Fiscal Year 2026-27			Fiscal Year 2026-27 Budget Assumptions and Notes
	Approved Budget	Estimated Year End	Variance of Estimated Year End to Approved		Proposed	Variance From Fiscal Year 2025-26 Estimated Year-End		
			Variance $	Variance %		Variance $	Variance %	
EXPENSES								
Payroll and Benefits	$ 442,745	$ 442,036	$ 709	0.2%	$ 457,575	$ (15,539)	(3.5)%	Budget assumes $457,575 in total payroll and benefits, reflecting a 3.5% increase over the prior year estimated year-end. The year-over-year variance is primarily driven by scheduled merit increases and benefit cost adjustments. Budgeted positions include management, assistant management, leasing, and maintenance staff. Payroll taxes, 401(k) contributions, workers' compensation, and group insurance are included in the total.
Repairs and Maintenance	130,242	113,377	$ 16,865	12.9%	123,779	$ (10,402)	(9.2)%	Budget assumes $123,779 in repairs and maintenance, reflecting a 9.2% increase over the prior year estimated year-end. The year-over-year variance is driven by the age of the property and an increased need to address maintenance items in FY 2026/2027, including plumbing, electrical, HVAC, and miscellaneous repairs. Recurring monthly line items include appliance repairs, plumbing, electrical supplies, HVAC maintenance, landscape supplies, locks and keys, cleaning supplies, and miscellaneous repairs.
Make-Ready / Redecorating	52,433	102,045	$ (49,612)	(94.6)%	100,140	$ 1,905	1.9%	Budget assumes $100,140 in make-ready and redecorating expenses, consistent with the prior year estimated year-end and reflective of the 6.2% projected turnover rate. Budget includes paint contractor, painting supplies, carpet repair, blinds and drapes, housekeeping services, and other make-ready expenses based on historical per-unit cost averages. The year-over-year increase from the approved budget is attributable to higher-than-anticipated turnover activity in the prior year carrying forward into FY 2026/2027 projections.
Contract Services	93,802	94,336	$ (534)	(0.6)%	132,861	$ (38,525)	(40.8)%	Budget assumes $132,861 in contract services, reflecting a 40.8% increase over the prior year estimated year-end. The variance is primarily driven by the reclassification of annual preventative maintenance services, including gutter cleaning, roof maintenance, dryer vent cleaning, and termite inspections, from capital to operating, consistent with the nature of the work performed and updated budgeting methodology. Minor contractual rate increases for monthly services also contribute to the year-over-year variance.
Advertising / Marketing / Promotions	3,560	3,553	$ 7	0.2%	3,564	$ (11)	(0.3)%	Budget assumes $3,564 in advertising, marketing, and promotions, essentially flat compared to the prior year estimated year-end. Budget includes traditional printing costs and other advertising expenses. The minimal variance year over year reflects stable marketing activity with no significant new campaigns planned.
Office Expenses	46,456	47,554	$ (1,097)	(2.4)%	47,683	$ (129)	(0.3)%	Budget assumes $47,683 in office expenses, a 0.3% increase over the prior year estimated year-end. Budgeted line items include business and leasing automation software, office equipment rental and repair, office supplies, cellular phones, postage and delivery, telephone expense, resident screening, and answering service. The year-over-year variance is attributable to modest cost increases across technology and communication expenses.
Other General and Administrative	49,224	49,142	$ 82	0.2%	50,408	$ (1,266)	(2.6)%	Budget assumes $50,250 in other general and administrative expenses, a 2.6% increase over the prior year estimated year-end. Recurring budgeted items include eviction fees, compliance fees, bank charges, computer expense, employee recruitment, training and seminars, and miscellaneous general and administrative costs. The modest year-over-year variance reflects stable administrative operations.
Utilities	230,786	182,742	$ 48,044	20.8%	204,093	$ (21,350)	(11.7)%	Budget assumes $204,093 in utilities, a increase of 11.7% from the prior year estimated year-end. The year-over-year variance is driven primarily by projected rate increases in water and sewer charges, which represent the largest utility line items at approximately $16,414/mo. Additional budgeted utilities include electric and gas for common areas and vacant units. The water and sewer utility expense is the primary driver of the overall increase and is subject to rate adjustments by the City of Marina.
Management Fees	99,763	99,931	$ (169)	(0.2)%	102,761	$ (2,829)	(2.8)%	Budget assumes $102,761 in management fees, a 2.8% increase over the prior year estimated year-end, consistent with the fee structure applied to budgeted total income. Management fees are calculated as a percentage of collected income per the management agreement.
Taxes	59,000	59,000	$ 0	0.0%	60,159	$ (1,159)	(2.0)%	Budget assumes $60,159 in taxes, reflecting a 2.0% increase over the prior year estimated year-end. Budget is based on the current assessed tax obligation of approximately $5,013/mo. No significant reassessment or supplemental tax adjustments are anticipated at this time.
Insurance	323,521	335,872	$ (12,351)	(3.8)%	-	$ 335,872	100.0%	Per the City Director of Finance's request, the insurance payment has been removed from the operating budget for FY 2026/2027. Insurance premiums are paid through an impound account held by the lender. This accounts for the full year-over-year decrease of $323,521 from the prior year approved budget and is the primary driver of the overall reduction in total operating expenses.
TOTAL OPERATING EXPENSES	**$ 1,531,533**	**$ 1,529,589**	**$ 1,945**	**0.1%**	**$ 1,283,022**	**$ 246,566**	**16.1%**	Budgeted total operating expenses of $1,283,022 reflect a 16.1% decrease from the prior year estimated year-end, driven almost entirely by the removal of insurance from the operating budget per client direction. Excluding insurance, operating expenses reflect a modest increase of approximately 3% year over year, consistent with contractual obligations, inflationary pressures, and the property's ongoing maintenance needs.

Abrams Park
Capital Replacement and Renovation **Attachment F**
Expenditures - 2026/2027 **6/16/2026**

Project	Detail	Completed 2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Projected replacement reserve fund balance	*Abrams GL 11080-000*	*$2,639,899*	*$2,154,529*	*$2,257,000*	*$2,576,337*	*$3,133,947*	*$2,825,794*
Escrow reserve fund balance	*City GL 1225.300*	*1,049,199*	*839,916*	*951,720*	*1,063,524*	*1,175,328*	*1,287,132*
Total Beginning Available Balance		*$ 3,689,098*	*$ 2,994,444*	*$ 3,208,719*	*$ 3,639,861*	*$ 4,309,275*	*$ 4,112,926*
Additional contributions							
Projected Replacement Reserve Fund Contribution		*544,196*	*1,069,196*	*1,069,196*	*1,069,196*	*1,200,116*	*1,200,116*
Escrow Replacement contribution		*111,804*	*111,804*	*111,804*	*111,804*	*111,804*	*111,804*
Total Resources		***4,345,098***	***4,175,444***	***4,389,719***	***4,820,861***	***5,621,195***	***5,424,846***
Capital Costs							
Common Area							
320 - Pole Light Fixture - Replace		$ -	$ -	$ -	$ -	$ -	$ -
321 - Light Poles - Replace		-	-	-	-	-	-
322 - Bollard Lights - Replace		-	-	-	-	-	-
323 - Path Light Fixtures - Replace		-	2,000	-	-	-	-
329 - Path Light Poles - Replace		-	6,000	-	-	-	-
403 - Mailboxes - Replace		-	-	-	-	-	-
409 - Metal Benches/Trash Cans - Replace		-	-	-	-	-	-
1403 - Monument Signs - Replace		-	-	10,000	-	-	13,390
1404 - Bulletin Boards - Replace		-	-	-	-	-	-
Paved Surfaces							
202 - Asphalt (Brostrom) - Overlay		-	-	-	-	-	318,800
202 - Asphalt (Court) - Overlay		-	-	-	-	-	-
203 - Asphalt (Brostrom) - Seal/Repair	2024/2025	-	-	-	-	-	202,873
203 - Asphalt (Courts) - Seal/Repair		-	-	169,950	-	-	-
205 - Concrete Walkways - Repair	Completed walkways repair 1/2026	29,800	-	29,175	-	30,951	-
206 - Concrete Driveways - Repairs	Completed driveways repairs 1/2026	55,000	4,000	70,019	-	74,284	-
Fences/Gates							
502 - Chain Link Fencing - Replace	Completed at 2984C 9/2025	7,952	-	10,175	5,356	5,544	5,738
505 - Wood Fencing - Replace		-	-	-	-	-	-
BUILDINGS							
101 - Balcony Deck - Inspection		-	-	-	-	-	3,630
106 - Balconies - Replace/Rebuild		-	-	-	-	-	-
110 - Entry Landings - Reseal/Repair		-	-	-	39,200	-	45,444
111 - Entry Landings - Repair/Rebuild		-	-	-	-	-	220,262
112 - Entry Landing Railings - Replace		-	-	-	-	-	66,659
114 - Entry Stair Railings - Replace		-	-	-	-	-	39,416
115 - Entry Stairs/Stringers - Replace		-	-	-	-	-	256,634
324 - Wall Lights - Replace	24 Photo Cells, 03/2026	3,550	-	-	15,000	-	-
326 - Solar Flood Lights - Replace		-	-	-	-	-	-
332 - Address Lights - Replace	Address lights, 01/2026	4,036	-	-	-	-	-
701 - Exterior Doors - Replace		-	-	-	-	-	-
703 - Garage Doors - Replace		-	-	-	-	-	-
712 - Sliding Glass Doors - Replace		-	-	-	-	-	-

Abrams Park
Capital Replacement and Renovation
Expenditures - 2026/2027

Attachment F

6/16/2026

Project	Detail	Completed 2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
1115 - Building Surfaces - Repair/Repaint	Repaint of exterior buildings, 2 yr project. Completed 11/2026.	308,630	-	-	-	-	-
1190 - Windows - Replace		-	-	-	-	-	-
1303 - Comp Shingle Roof - Replace		-	-	-	-	-	-
1312 - Gutters/Downspouts - Replace		-	-	-	-	-	-
Mechanical Systems							
705 - Garage Door Operators - Replace		-	-	-	-	-	-
1811 - Plumbing - Replace/Reline/Repair		-	-	-	-	-	-
1840 - Cable - Rewire		-	-	-	-	953,951	-
Landscape							
1001 - Backflow Devices - Replace	Two backflows replacements in 26/27 FY due to failure	-	19,000	-	-	-	-
1006 - Irrigation System - Repair/Replace	Property wide valve replacements and irrigation repairs 7/2025 - 5/2026.	27,155	6,556	6,556	6,556	6,556	6,556
1008 - Trees - Trim/Remove		14,300	12,407	12,407	12,407	12,407	12,407
1009 - Landscaping - Replenish		-	16,200	8,196	8,196	8,196	8,196
Special Projects							
Lighting - Replacement & Additions - Solar		-	-	-	-	-	-
Playgrounds		-	-	-	-	-	-
Non-AFCI Breakers Replacements - Lender Required	194 Non-AFCI Breaker Repl (prevailing wage)	-	423,917	-	-	-	-
UNITS							
Full Unit Renovations	$40k each (Budget 1 per yr based on scope and as needed). Includes CM fee. (Two 4 bedroom reno's completed in 2026)	97,308	40,810	40,810	40,810	40,810	40,810
Occupied Unit Refreshes	Paint, reglaze and repair of tubs, kitchen countertops, bathroom vanity.	136,609	120,000	115,000	100,000	100,000	100,000
Dishwasher	Replacement (assume 10 year life). Represents 12 units.	7,231	7,954	10,000	10,000	10,000	10,000
Refrigerators	Replacement (assume 15 year life). Represents 12 units.	11,785	11,864	10,000	10,000	10,000	10,000
Stove/Rangehood/Microwave	Replacement (assume 15 year life). Represents 13 units Stoves, 13 Rangehoods & 13 Microwaves.	16,420	18,062	15,000	15,000	15,000	15,000
Garbage Disposal	Replacement (assume 10 year life). Represents 22 units	3,126	3,439	3,500	3,500	3,500	3,500
Hot Water Heaters	Replacement (assume 15 year life). Represents 12 units.	11,874	13,061	15,000	15,000	15,000	15,000
Carpet	Replacement (assume 10 year life). Represents 15 units.	41,890	45,000	30,000	30,000	20,000	20,000
Vinyl and/or Vinyl Plank	Replacement (assume 10 year life). Represents 25 units	103,549	103,325	95,000	95,000	95,000	95,000
HVAC Furnace	Replacement (assume 15 year life). Represents 12 units.	66,574	66,000	66,000	66,000	66,000	66,000

Abrams Park
Capital Replacement and Renovation
Expenditures - 2026/2027

Attachment F

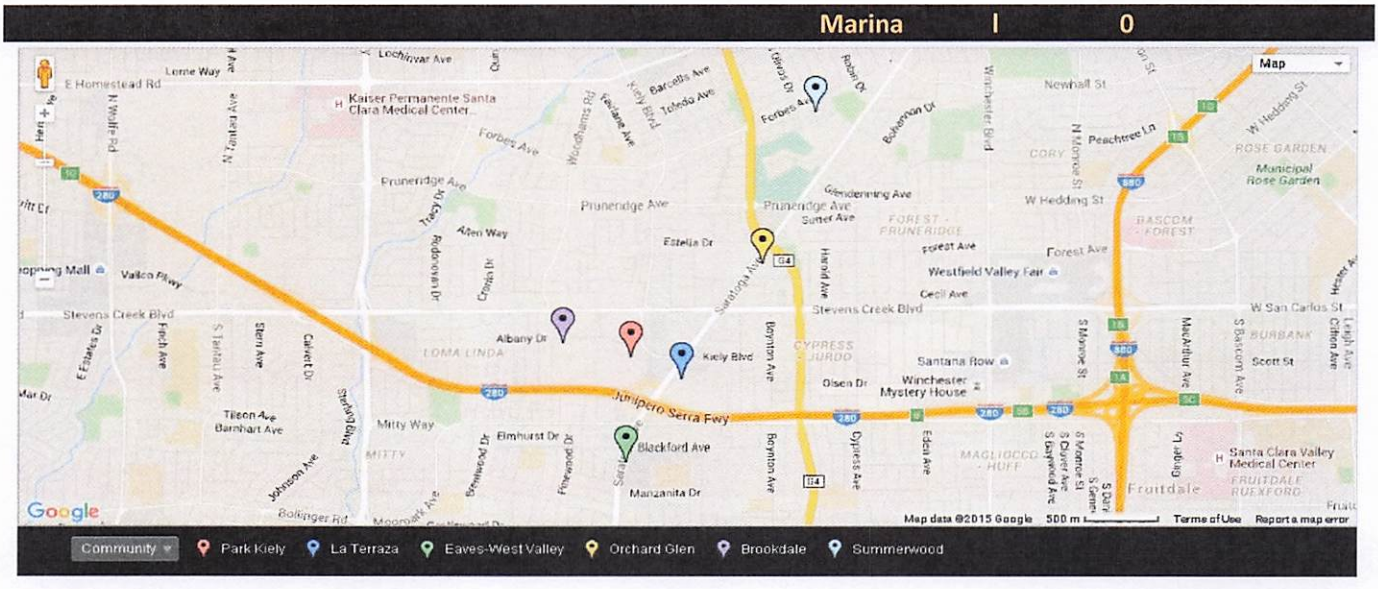
6/16/2026

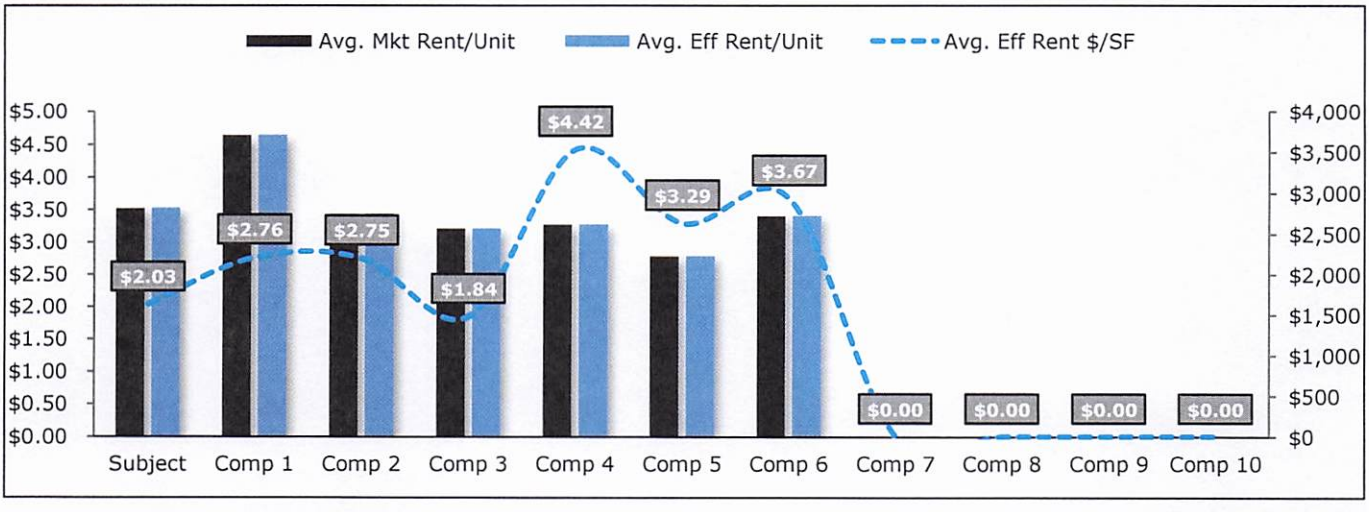
Project	Detail	Completed 2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Plumbing Repairs-Major (Water Intrusion)	As needed basis only - emergencies	37,980	37,980	20,000	20,000	20,000	20,000
Plumbing Repairs-Major (Washer Boxes Replace)	Replacement (Assume 30 year life). Represents 12 units.	8,905	9,150	9,571	9,571	9,571	9,571
PROPERTY MANAGEMENT & PM PROJECTS							
Resident Business Center (Preston Park- shared)	Resident Business Center	-	-	-	-	-	-
Leasing Office (Preston Park - shared)	Leasing Office	-	-	-	-	-	-
New Office Computers	Purchase New	819	-	3,500	-	3,500	-
Maintenance Vehicles	Purchase New	-	-	-	-	8,000	-
Roof Preventative Maintenance Project [1]	Annual	15,750	-	-	-	-	-
Gutter Cleaning - Preventative Maintenance Project [1]	Annual	7,500	-	-	-	-	-
Dryer Vent Cleaning - Preventative Maintenance Project [1]	Annual (starting in 25/26 FY)	6,015	-	-	-	-	-
Termite Inspection - Preventative Maintenance Project [1]	Annual	5,808	-	-	-	-	-
Reserve Study Expense	Every three (3) years	-	-	-	9,990	-	-
Escrow reserve fund Disbursement		$ 321,087					
Capital Expenses - uninflated (included as Capital Assets in the Standard Budget)		$ 1,350,654	$ 966,725	$ 749,859	$ 511,586	$ 1,508,270	$ 1,604,886
Ending Replacement Reserve Fund Balance		***$ 2,994,444***	***$ 3,208,719***	***$ 3,639,861***	***$ 4,309,275***	***$ 4,112,926***	***$ 3,819,960***

(1) In Fiscal Year 2025-26 Annual Preventive Maintenance Costs were included as Capital Replacement and Renovations. In Fiscal Year 2026-27, Abrams Park implemented the Abrams Park Capital Funding Plan. These recurring annual costs were moved to the operating budget to align with on-going funding needs.

GREYSTAR™

GREYSTAR: THE GLOBAL LEADER IN RENTAL HOUSING™									
	Property Name	Year Built	# of units	% Occupied	Avg. Unit Size (SF)	Avg. Mkt Rent/Unit	Avg. Mkt Rent $/SF	Avg. Eff Rent/Unit	Avg. Eff Rent $/SF
Subject	**Abrams Park**	**1978**	**194**	**99%**	**1386**	**$2,820**	**$2.03**	**$2,820**	**$2.03**
Comp 1	Shadow Market	1973	3	100%	1344	$3,715	$2.76	$3,715	$2.76
Comp 2	Marina Square Apartments	1978	48	100%	1000	$2,750	$2.75	$2,750	$2.75
Comp 3	Preston Park	1987	354	99%	1393	$2,569	$1.84	$2,569	$1.84
Comp 4	Sunbay Suites	1989	266	95%	593	$2,620	$4.42	$2,620	$4.42
Comp 5	Marina Del Sol	1977	108	98%	677	$2,225	$3.29	$2,225	$3.29
Comp 6	Shoreline Apartments	1973	84	93%	742	$2,721	$3.67	$2,721	$3.67
Comp 7	7	0	0	0%	0	$0	$0.00	$0	$0.00
Comp 8	8	0	0	0%	0	$0	$0.00	$0	$0.00
Comp 9	9	0	0	0%	0	$0	$0.00	$0	$0.00
Comp 10	10	0	0	0%	0	$0	$0.00	$0	$0.00
Total/Avg (Market)		***1057***	***98%***	***1048***	***$2,616***	***$2.86***	***$2,616***	***$2.86***	
Total/Avg. (Market less Subject)		***863***	***98%***	***971***	***$2,570***	***$3.05***	***$2,570***	***$3.05***	





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July 7, 2026 Item No. **10k(2)**

Honorable Mayor and Members of the Marina City Council — City Council Meeting of July 7, 2026

Chair and Board Members of Preston Park Sustainable Community Non-Profit Corporation — Corporation Board Meeting of July 7, 2026

CITY COUNCIL AND PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION BOARD CONSIDER ADOPTING RESOLUTION NO. 2026-, AND 2026- (PPSC-NPC), APPROVING PRESTON PARK HOUSING AREA BUDGET FOR FY 2026-27, AUTHORIZING FINANCE DIRECTOR TO MAKE APPROPRIATE ACCOUNTING AND BUDGETARY ENTRIES, AND APPROVING A RENTER'S INSURANCE REQUIREMENT AND REVISIONS TO THE TERMS AND CONDITIONS OF APPROVED RENTAL AGREEMENTS

REQUEST:
It is requested that the City Council and Corporation Board consider:

1. Adopting Resolution No. 2026-, and Resolution No. 2026- (PPSC-NPC), approving the Preston Park Sustainable Community Non-Profit Corporation Preston Park Housing Area Budget for FY 2026-27;
2. Authorizing Finance Director to make appropriate accounting and budgetary entries; and
3. Approving a renter's insurance requirement for all tenants and authorizing corresponding revisions to the terms and conditions of any approved rental agreement forms.

BACKGROUND:
The City of Marina purchased the 354-apartment unit community of Preston Park in 2016. Greystar Residential has been retained to provide property management services.

ANALYSIS:
The budget package provided for the City Council's consideration includes:

- Attachment A — Greystar Preston Park FY 2025-26 Proposed Budget Memo
- Attachment B — Preston Park Budget Overview
- Attachment C — Preston Park Income
- Attachment D — Affordable Rents
- Attachment E — Preston Park Expenses
- Attachment F — Preston Park Capital Budget Projections 2026-27
- Attachment G — Preston Park Cash Allocations
- Attachment H – Market Survey

Information in each of the sections below is intended to highlight each of these pieces of the budget package. Please refer to the attachments themselves for greater details.

Attachment A: Greystar Preston Park FY 2025-26 Proposed Budget Memo
This document provides larger capital project accomplishments for the year, summary of revenue/rents, summary of expenses and capital budget spending.

Attachment B: Preston Park Budget Overview
This document provides an overall summary of the Approved Fiscal Year 2025-26 Budget and the estimated year-end results; and the Proposed Fiscal Year 2026-27 Budget. In addition to net income from operations, this worksheet also includes non-operating revenues and expenses, such as ownership distributions, capital/renovation expenses, and contributions from capital reserves.

At the close of Fiscal Year 2025-26, the Preston Park net income from operations is estimated to be $6.3 million. This is $1,455 or 0.02% less than the original budget. This is due to a reduction in interest income.

In Fiscal Year 2026-27, Preston Park is anticipated to yield net income of $6.0 million. This is $355,160 or 5.6% less than the originally approved budget; and $445,284 or 81.7% less than the Fiscal Year 2025-26 year-end estimate. The Fiscal Year 2026-27 Proposed Budget includes $2.3 million in owner distributions, annual debt service costs of $1.7 million, and a transfer out to capital reserves of $1.8 million.

Details and assumptions related to revenues, expenditures, and estimated cash balances are provided within the subsequent sections and attachments.

Attachment C: Preston Park Income
The Fiscal Year 2025-26 estimated ending income for Preston Park was $8.09 million. This represents an increase of $63,319 or 0.8% greater than the originally approved budget. The budgetary variance reflects rental income that was $62,541 or 0.8% higher than initially projected due to increased market rents associated with new move-ins. Other income receipts are expected to be approximately $70,000 less than the budgetary projections, or 12% less due to a decrease in interest income.

The Proposed Fiscal Year 2026-27 revenues are projected to be $8.3 million or $201,548 less than the Fiscal Year 2025-26 approved revenues; and $6,849 or 0.1% less than the estimated year-end amounts. This primarily reflects a $255,244 or 2.1% increase in rental income revenues and a $445,284 decrease in interest income. The Fiscal Year 2026-27 Budget includes a 2.5% increase for all market rate in-place residents at lease renewal; and an estimate to adjust lease rates to reflect market conditions for new occupants.

Supporting line-item details, as well as assumptions are included in Attachment C.

Attachment D: Affordable Rents
The current year affordable rents calculation is included in Attachment E and the Proposed Budget Memo. There are currently 18 Very Low-Income qualifying units, 27 Low/Low Income, and 2 Low Income qualifying units.

Attachment E: Preston Park Expenses
In Fiscal Year 2025-26, the estimated amount of ending operating expenses for Preston Park was $2.1 million. This represents a decrease of $8,303 or 0.4% when compared to the Approved Budget.

The Proposed Fiscal Year 2026-27 expenses are projected to be $2.3 million. This reflects an increase of $146,762 or 6.7% when compared to the Fiscal Year 2025-26 approved budget; and $155,066 or 7.1% greater than the year-end estimate. This projected increase reflects moving preventative maintenance contracts from capital to operations, an increase in utilities costs, and an increase in insurance costs.

Supporting line-item details, as well as assumptions are included in Attachment F.

Attachment F: Preston Park Capital Budget Projections
A five-year projection of capital projects. This sheet also provides accounting for the Capital Reserves. The beginning balance of the Capital Reserve set aside funds is $2,247,720. The proposed capital expenditures for FY 2026-27 are $2,281,380, which includes $66,000 for path and pole light replacements, $225,000 for slurry seal of the courts, $6,000 in chain link fence replacement, $53,509 landscaping and tree trimming services, $1,132,540 for construction of the fire damaged buildings, $174,900 for 3 full unit renovations, $180,000 for occupied unit refreshes, $11,451 for new dishwashers, $17,868 for new refrigerators, $33,000 for stoves, range hoods, and microwaves, $2,500 for garbage disposals, $13,000 for hot water heaters, $59,000 for carpets, $165,000 for vinyl plank flooring, $66,000 for HVAC furnace replacements, $40,000 for slab leaks, $9,000 for washer box replacements, $25,000 for a maintenance vehicle.

In Fiscal Year 2026-27, the budget includes a capital contribution equivalent to the amount of the planned expenses. While the Fiscal Year 2026-27 ending Capital Reserve balance is anticipated to be $2,378,766, there should be sufficient funds to transfer $1.8 million to capital reserves at the beginning of Fiscal Year 2027-28.

Attachment G: Preston Park Cash Allocations
City Council approved and adopted resolution 2026-57 of the City Council of the City of Marina, Preston Park Sustainable Community NPC Board at the May19, 2026 City Council meeting. This presentation and approved resolution covered all cash allocations from Preston Park. As such, there will be no attachment to this agenda item.

Attachment H: Market Survey
This attachment includes the current market survey for five similar apartment communities in Marina, plus a "shadow market" or non-apartment complex comparable units. This survey is used to determine the rents for new market rate move-in tenants. The survey is updated throughout the year to reflect the most recent market rents of the comparable apartment homes in Marina.

2026-27 Budget Changes and Highlights
The property today has been able to fund the capital improvements needed when the City acquired the property and is on a stable path for continued ongoing capital improvements and replacements needed going forward. In prior years, an internal document was developed to serve as the foundation for setting aside reserve funds and maintaining the property. In Fiscal Year 2024-25, a formal Capital Funding Plan was developed to provide a roadmap for setting aside capital reserves, funding capital improvements, and replacing equipment and appliances. Staff has finalized the details of the Plan; and Preston Park should have sufficient revenues to meet the plan funding requirements.

There is a proposed change to the City's ownership distribution. The proposed annual distribution increased from $2.0 million to $2.3 million and continues to support the use of the City's Administration and Building Division staff to regularly perform duties related to this property.

Renter's Insurance Requirement
Following the six-plex fire on Arnold Court in October 2025, which displaced multiple Preston Park households and resulted in the loss of personal belongings and pets, staff and Greystar developed a renter's insurance requirement to strengthen resident preparedness and protection. The requirement has been administered for new residents at move-in since February 2026, but has not yet been imposed on existing tenants at lease renewal because such a change to the rental agreement constitutes a material lease term requiring Owner/Board approval under Section 4.2(e)(G) of the Amended Management Agreement. Staff requests that the Council and Board, sitting as the Board of the Preston Park Sustainable Community Non-Profit Corporation, formally approve the requirement and authorize corresponding revisions to the terms and conditions of any approved rental agreements. Under the proposed requirement, all tenants must maintain a renter's

insurance policy with minimum personal liability coverage of $100,000, with proof of coverage submitted at lease renewal for existing tenants and at move-in for new tenants. Tenants may select any qualifying insurer. Estimated annual cost for liability-only coverage is approximately $129 (approximately $10.75 per month), and approximately $163 for coverage that also includes personal property protection.

FISCAL IMPACT:
Should the City Council and Corporation Board elect to approve this request for the FY 2026-27 Budget, the owner distribution as proposed will be $2.3 million.

CONCLUSION:
This request is submitted for City Council and PPSC-NPC Corporation Board consideration and possible action.

Respectfully submitted,

_____
Courtney Lindberg
Assistant City Manager
City of Marina

REVIEWED/CONCUR:

_____
Layne P. Long
City Manager
City of Marina

RESOLUTION NO. 2026-

RESOLUTION NO. 2026- (PPSC-NPC)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AND THE PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION APPROVING PRESTON PARK HOUSING AREA BUDGET FOR FY 2026-27, AUTHORIZING FINANCE DIRECTOR TO MAKE APPROPRIATE ACCOUNTING AND BUDGETARY ENTRIES, AND APPROVING A RENTER'S INSURANCE REQUIREMENT AND REVISIONS TO THE TERMS AND CONDITIONS OF APPROVED RENTAL AGREEMENTS

WHEREAS, Greystar Real Estate Partners ("Greystar"), as the management agent of Preston Park Sustainable Community Housing, has submitted a draft FY 2026-27 budget; and

WHEREAS, Greystar submitted a budget letter describing highlights of the proposed Preston Park Housing Area FY 2026-27 Budget and accompanied by updated proposed budgets; and

WHEREAS, the rental revenues are used to provide funds for debt service payments on the 2016 Preston Park property purchase; and

WHEREAS, City staff has reviewed the budget package for FY 2026-27; and

WHEREAS, following the October 2025 Arnold Court fire that displaced Preston Park residents, staff and Greystar developed a renter's insurance requirement to strengthen resident preparedness, and Section 4.2(e)(G) of the Amended Management Agreement requires Owner approval of any changes to the terms and conditions of approved rental agreements; and

WHEREAS, the City Council of Marina and the Board of the Preston Park Sustainable Community Non-Profit Corporation reviewed and considered the proposed budgets and proposed renter's insurance requirement.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Marina and the Corporation Board of the Preston Park Sustainable Community Non-Profit Corporation do hereby:

4. Approve the Preston Park Housing Area Budget for FY 2026-27;
5. Authorize the Finance Director to make appropriate accounting and budgetary entries; and
6. Approve the renter's insurance requirement for all tenants and authorize corresponding revisions to the terms and conditions of any approved rental agreement forms.

PASSED AND ADOPTED, by the City Council of the City of Marina and the Corporation Board of the Preston Park Sustainable Community Non-Profit Corporation at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

GREYSTAR™
Preston Park
682 Wahl Court
Marina, CA 93933
831-384-0119

July 7th, 2026

Mr. Layne Long
City Manager
City of Marina
211 Hillcrest Avenue
Marina, CA 93933

Re: Preston Park FY 2026/2027 Proposed Budget

Dear Mr. Long,

It has been a pleasure to continue to work with residents and the City of Marina over the last year. With the combination of wonderful residents and effective staff, several positive changes have been seen at Preston Park:

1) **Building Upgrades:** There were no budgeted building upgrades in the 25/26 fiscal year.
2) **Landscaping/Asphalt Repairs/Preventative Maintenance:** Driveway and concrete walkway repairs were completed on Brown and Ready Courts. Our annual roof preventative maintenance, tree trimming, gutter cleaning, irrigation repairs and replanting projects were completed. Gopher abatement has been a continual project year over year with the assistance of ADM. Termite inspections are on schedule for June 2026 with dryer vent cleaning scheduled in July 2026.
3) **Units of Long-Term Residents:** In a typical year, several long-term residents go through the process to refresh their flooring, paint and appliances. These services are extended to long-term residents upon notification or inspection indicating replacement is necessary based on age or condition.
4) **Green Initiatives:** In addition to the Marina Coast Water District's and other utility conservation programs, Greystar purchases and installs water or energy saving devices as replacement fixtures as needed. PG&E continues to work directly with income eligible residents to weatherize their homes at no cost to the resident or the community.

Greystar continues to provide the residents at Preston Park with a comfortable and quality living experience. Continued capital improvements throughout the community will allow this property to remain a desirable neighborhood for renters, as well as a continued source of affordable housing for the general populace of Marina.

Revenues

The primary source of revenue is rents, Section 8 voucher payments from the Housing Authority of the County of Monterey, and associated charges to residents such as late fees.

At a regular meeting on the 2nd of June, 2010, the City Council of the City of Marina adopted a rent formula stating that the annual increase in market rents for in-place residents shall be capped at the lesser of three percent (3%) or the Department of Labor's Consumer Price Index for San Francisco-Oakland-San Jose of (2.5%), All Items, for All Urban Consumers (referred to as CPI-U) Average percentage for the previous year (February to February) to be applied to the next fiscal year, provided that the increased rent for in-place tenants does not exceed the market rent charged to move-in residents.

Proposed Budget Targeted Rental Increase applies the allowable 2.5% Rental Increase to in-place residents who are currently under the Fair Market Rental Rate as computed by averaging rates from the Monterey County Housing Authority and the HUD Fair Market Rent schedule and is adjusted for a determined amount for the Water, Sewer and Garbage that residents pay directly to the provider for those services. A reduced Rental Increase amount proportionate to their current rent would be applied to households that may not qualify for the standard Rental Increase.

Current Market Rent Conditions

The market rent for new move-ins is calculated by comparable market rent levels in the competitive market throughout the year. As shown in the proposed Budget, a year over year increase of 2.1% in overall Total Rental Income from the 25/26 fiscal year reforecast to the proposed 26/27 budget year totals $173,568. This figure includes a budgeted 2.5% increase for all market rate in place residents at lease renewal in addition to new occupant move in's at current market rates, with a turnover ratio of 9.9% annually. This accounts for 85% of the resident population in Preston Park. Per the Marina City Council approved rent formula in 2010, the market rents for new move-ins are fluid throughout the year and change according to market conditions. Currently, market rents for incoming residents are as follows:

Unit Size	**Current Rent Range for Incoming Market Rate Residents**
Two Bedroom	$2,375- $2,475
Upgraded/Remodeled – Two BR	$2,525 - $2,675
Three Bedroom	$2,800
Upgraded/Remodeled – Three BR	$2,925 - $3,000

* Note: Twenty-one 2-Bedroom homes and Nine 3-Bedroom homes have additional features that warrant higher than average rental rates.

HUD announced that 2026 income limits were delayed due to the late release of survey data and were published on May 1, 2026. The Average of HUD Fair Market Rents (FMR) published in May 2026, and the Monterey County Housing Authority Peninsula Payment Standards published in January 2026 are as follows:

Unit Bedroom Size	Averaged HUD Fair Market & HA Peninsula Payment Standard Rent	Utility Allowance	Adjusted Rental Amount
Two Bedroom	$2,684.00	$258	$2,426.00
Three Bedroom	$3,623.00	$438	$3,185.00

A number of in-place market renters in Preston Park homes are leasing below the average Fair Market Rent. The Fair Market Rates above include an allowance for utilities paid directly by Preston Park residents in addition to their monthly rental amount. The average two-bedroom in-place market rent at Preston Park is $1,966, while the average three-bedroom in-place market rent at Preston Park is $2,605.

Affordable Rents

Affordable rental rates are derived from median income schedules published by governmental agencies. Rental rates at Preston Park are based upon 50% and 60% and 80% of the median income for Monterey County. The U.S. Department of Housing and Urban Development calculates the maximum household income by family size in Monterey County, generally once a year. As of the date of this memo, the rental rates are based upon families at 50% and 60% and 80% of the Monterey County median income for 2025. Rental increases are not being proposed for the proposed budget year at this time. In addition, as income limits for 2026 were recently posted, they are currently under review with the City of Marina and will be presented separately at a future council meeting for approval. As a result, the 2025 income limits will remain in place until implementation is granted.

Maximum Household Income Limits for 2025 as published in April 2025.

Income Category	Two Person	Three Person	Four Person	Five Person	Six Person	Seven Person	Eight Person
50% Very Low	$57,850	$65,100	$72,300	$78,100	$86,850	$89,650	$95,450
60% Low/Lower	$92,600	$104,150	$115,700	$125,000	$134,250	$143,500	$152,750
80% Low	$100,300	$112,850	$125,400	$135,450	$145,450	$155,500	$165,550

Income

FY 26/27 budget assumes $ $8,364,835 in Total Income vs. FY 25/26 budget of $8,537,232. This variance is driven by the reduction in interest income as a result of the Preston Park Refinance loan payment, thereby significantly reducing the interest calculated on the remaining balance going forward.

Expenses

Expenses reflect operating expense projections and key changes from the FY 2025/2026 budget to the proposed FY 2026/2027 budget. Operating expenses generally encompass costs associated with routine property maintenance, unit turnover and redecorating, and the day-to-day operations of the leasing office.

The FY 2026/2027 budget includes $2,345,502 in operating expenses, representing a 7.1% increase over the prior year's estimated year-end. This increase is primarily driven by higher contract services costs, resulting from the reclassification of preventative maintenance contract expenses from the capital replacement schedule, where they were historically budgeted, to operating expenses. Additionally, the budget reflects anticipated increases in utility rates.

All other expense categories show modest year-over-year adjustments consistent with contractual obligations and inflationary pressures. Greystar continues to actively pursue cost-saving initiatives, including the implementation of water- and energy-efficient technologies, to help mitigate rising operating costs.

Owner Distributions

The proposed budget accounts for $2.3 million in annual distributions.

Capital Expenses

Expenses categorized as Capital Expenses directly impact the long-term value of the community, including roof replacements, exterior painting, large-scale landscaping improvements, and interior upgrades including appliances, carpeting and vinyl. Note that amounts labeled for interior upgrades in future budget years are placeholders and are anticipated to change based on Annual Inspection findings.

Recommended capital projects include:

1) Path Light Poles and Fixtures - $66,000
2) Landscape Upgrades, Tree Trimming, Irrigation Repairs and Replanting - $53,509
3) Unit renovations x 3 - $174,900
4) Asphalt (Courts) Slurry/Seal/Repair - $225,000
5) Rebuild of Fire Damage Units - $1,132,540
6) 1 Maintenance Vehicle Replacement - $25,000

Capital Reserves Fund

Adoption of the proposed budget will result in a contribution of $5,091 per unit during this fiscal year. Please note that the replacement reserve only conceptualizes typical replacements. It does not contemplate or allow for unknown expenses which are typical, particularly as a building continues to age.

Furthermore, a Capital Reserve Study was completed by a consulting firm to further assess future costs to maintain the project over a span of 30+ years, which is now in place. This funding approach ensures that essential capital priorities can be addressed without delay, while allowing flexibility to adjust future allocations. **(Attachment F)**.

We will continue to look for new ways to improve our services over the coming year and remain committed to meeting the objectives set by the City of Marina.

Please feel free to contact me at (831) 384-0119 should you have additional questions or concerns.

Regards,
Vanessa Gonzales
Regional Manager

Cc: Shawshana Ball, Director of Real Estate Greystar
Cc: Analily Puckett, Community Manager

Attachments:

- FY 2026/27 Budget Summary
- F. Capital Improvement Plan/Reserve Withholding

Attachment B - Budget Summary

Preston Park
Budget Year 2026-2027

GREYSTAR™

	Fiscal Year 2025-2026				Proposed Fiscal Year 2026-2027				
	Approved Budget	Estimated Year End	Variance of Estimated Year End to Approved		Proposed	Variance from Fiscal Year 2025-26 Approved		Variance from Fiscal Year 2025-26 Estimated	
			Var $ / #	Var %		Var $ / #	Var %	Var $ / #	Var %
TOTAL RENTAL INCOME-RESIDENTIAL	**$ 8,028,528**	**$ 8,091,847**	**$ 63,319**	**0.8%**	**$ 8,265,415**	**$ 236,887**	**3.0%**	**$ 173,568**	**2.1%**
Other Income-Residential	544,704	474,536	(70,168)	(12.9)%	99,420	(445,284)	(81.7)%	(375,116)	(79.0)%
TOTAL INCOME	**$ 8,573,232**	**$ 8,566,383**	**$ (6,849)**	**(0.1)%**	**$ 8,364,835**	**$ (208,397)**	**(2.4)%**	**$ (201,548)**	**(2.4)%**
EXPENSES									
Payroll & Benefits	$ 664,759	$ 659,462	$ 5,297	0.8%	$ 685,273	$ (20,514)	(3.1)%	$ (25,811)	(3.9)%
Repairs & Maintenance	138,596	151,062	(12,466)	(9.0)%	157,914	(19,318)	(13.9)%	(6,852)	(4.5)%
Make-Ready / Redecorating	159,312	152,334	6,978	4.4%	161,524	(2,211)	(1.4)%	(9,189)	(6.0)%
Contract Services	118,077	117,077	1,000	0.8%	175,607	(57,530)	(48.7)%	(58,530)	(50.0)%
Advertising / Marketing / Promotions	4,291	4,339	(48)	(1.1)%	4,356	(65)	(1.5)%	(17)	(0.4)%
Office Expenses	58,444	60,389	(1,945)	(3.3)%	61,645	(3,201)	(5.5)%	(1,256)	(2.1)%
Other General & Administrative	61,902	64,109	(2,207)	(3.6)%	62,199	(297)	(0.5)%	1,910	3.0%
Utilities	261,470	261,351	119	0.0%	291,161	(29,691)	(11.4)%	(29,810)	(11.4)%
Management Fees	211,525	208,255	3,270	1.5%	214,101	(2,576)	(1.2)%	(5,846)	(2.8)%
Taxes	148,000	145,091	2,909	2.0%	147,723	277	0.2%	(2,632)	(1.8)%
Insurance	372,363	366,967	5,397	1.4%	384,000	(11,637)	(3.1)%	(17,033)	(4.6)%
TOTAL OPERATING EXPENSES	**$ 2,198,740**	**$ 2,190,436**	**$ 8,303**	**0.4%**	**$ 2,345,502**	**$ (146,763)**	**(6.7)%**	**$ (155,066)**	**(7.1)%**
NET OPERATING INCOME	**$ 6,374,492**	**$ 6,375,947**	**$ 1,455**	**0.02%**	**$ 6,019,333**	**$ (61,634)**	**(1.0)%**	**$ (46,482)**	**(0.7)%**
Less Distributions:									
Ownership	$ 1,999,996	$ 1,999,996	$ -	0.0%	$ 2,335,000	(335,004)	(16.8)%	335,004	16.8%
Capital / Renovation Expense	1,076,748	-	1,076,748	100.0%	-	-	0.0%	-	0.0%
Debt Service	1,541,656	1,557,849	(16,193)	(1.1)%	1,770,828	(212,979)	(13.8)%	212,979	13.7%
Ownership expenses/Prior Year expense	-	38,010	(38,010)	(100.0)%	-	38,010	100.0%	(38,010)	(100.0)%
Capital Reserve Transfer out	-	1,802,255	(1,802,255)	(100.0)%	1,802,255	-	100.0%	-	0.0%
TOTAL NON-OPERATING	**$ 4,618,400**	**$ 5,398,110**	**$ (779,711)**	**(16.9)%**	**$ 5,908,083**	**$ (509,973)**	**27.9%**	**$ 509,973**	**9.4%**
NET OPERATING CASH	**$ 1,756,093**	**$ 977,837**	**$ (778,256)**	**(44.3)%**	**$ 111,249**	**$ 448,339**	**25.5%**	**$ (556,455)**	**(56.9)%**

(1) In the Fiscal Year 2025-26 Approved Budget, Capital / Renovation Expenses were listed as non-operating costs on the Budget Summary page. In Fiscal Year (FY) 2026-27, Preston Park implemented the Preston Park Capital Funding Plan. To facilitate that change, the FY 2025-26 and Proposed FY 2026-27 budgets list a capital reserve contribution amount. All capital expenditures, as well as the projected reserve balances are included in Attachment F. The FY 2025-26 and FY 2026-27 contributions of $1.8 million represent 100% of the recommended contribution.

Attachment C - Income Budget Summary
Detailed Budgetary Comparison - Preston Park

	Fiscal Year 2025-26				Fiscal Year 2026-27			Fiscal Year 2026-27 Budget Assumptions and Notes
	Approved Budget	Estimated Year End	Variance of Estimated Year End to Approved		Proposed	Variance From Fiscal Year 2025-26 Estimated Year-End		
			Variance $	Variance %		Variance $	Variance %	
INCOME								
Potential Rent	$ 8,174,138	$ 8,236,679	$ 62,541	0.8%	$ 8,429,382	$ 192,703	2.3%	Budget assumes a 2.3% overall increase in net potential rent, driven by a 2.5% CPI-U annual increase applied to existing market-rate residents and a projected turnover ratio of 9.9% , up from 8.5% in the prior year, which is attributed to an estimated uptick in residents purchasing homes and relocating out of the area. Physical occupancy is budgeted at 97.0% across all months, a modest decrease from the prior year forecast of 98.1%, though still reflective of strong overall occupancy performance.
Vacancy Loss	(101,738)	(99,110)	2,628	(2.6)%	(119,190)	(20,080)	20.3%	Budget assumes vacancy loss of $119,190, reflecting the 97.0% physical occupancy target across all months. The year-over-year increase from the prior year estimated year-end is consistent with the projected uptick in turnover activity for FY 2026/2027.
Non Revenue Units	(37,872)	(38,178)	(306)	0.8%	(38,777)	(599)	1.6%	Budget assumes $38,777 in non-revenue units, reflecting one (1) employee unit and the shared Community Center and Leasing Office with Abrams Park. The modest year-over-year increase from the FY 2025/2026 approved budget is attributable to scheduled rent increases applied to the employee unit value in line with the Community rent increase schedule.
Bad Debt	(6,000)	(7,544)	(1,544)	25.7%	(6,000)	1,544	(20.5)%	Budget assumes $6,000 in bad debt, consistent with the FY 2025/2026 approved budget at $500 per month, based on historical collection performance and continued effective collection efforts. Variance from estimated year end to proposed is a result of one eviction balance write off performed in the current fiscal year.
TOTAL RENTAL INCOME-RESIDENTIAL	**$ 8,028,528**	**$ 8,091,847**	**$ 63,319**	**0.8%**	**$ 8,265,415**	**$ 173,568**	**2.1%**	Budgeted total rental income of $8,265,415 reflects a 2.1% increase over the prior year estimated year-end, driven by the projected increase in net potential rent net of vacancy loss, non-revenue units, and bad debt assumptions outlined above.
Other Income-Residential	544,704	474,536	(70,168)	(12.9)%	99,420	(375,116)	(79.0)%	Budgeted other income of $99,420 reflects a significant year-over-year decrease, primarily driven by the reduction in interest income following the withdrawal of a large portion of savings in January 2026 for the property's refinance, as well as an additional reduction directed by the City of Marina.
TOTAL INCOME	**$ 8,573,232**	**$ 8,566,383**	**$ (6,849)**	**(0.1)%**	**$ 8,364,835**	**$ (201,548)**	**(2.4)%**	Budgeted total income of $8,364,835 reflects a 2.4% decrease from the prior year estimated year-end, driven primarily by the reduction in interest income, partially offset by a 3.0% increase in total rental income.

Attachment D - Affordable Rent Amounts

Affordable Unit Calculations - FY 26-27 Rent Levels

(A) MAXIMUM HOUSEHOLD INCOME LIMITS (ANNUAL)

HUD AMI Limit	Number of Persons							
	1	2	3	4	5	6	7	8
Very Low (50% of AMI)	54,750	62,600	70,400	78,200	84,500	90,750	97,000	103,250
Low (80% of AMI)	87,600	100,100	112,600	125,100	135,150	145,150	155,150	165,150

Source: California Department of Housing and Community Development, 2026

	2 Bedroom		3 Bedroom (Preston Only)		4 Bedroom	
	25/26	24/25	25/26	24/25	25/26	24/25
Very Low (50% AMI)	1,091	1,091	1,260	1,260	1,406	1,406
Less Utilities	(202)	(202)	(264)	(264)	(328)	(328)
Monthly Rent Net of Utilities	889	889	996	996	1,078	1,078
Low (60% AMI)	1,310	1,310	1,512	1,512	1,688	1,688
Less Utilities	(202)	(202)	(264)	(264)	(328)	(328)
Monthly Rent Net of Utilities	1,108	1,108	1,248	1,248	1,360	1,360

Attachment E - Expense Budget Summary
Detailed Budgetary Comparison - Preston Park

	Fiscal Year 2025-26				Fiscal Year 2026-27			Fiscal Year 2026-27 Budget Assumptions and Notes
	Approved Budget	Estimated Year End	Varinace of Estimated Year End to Approved		Proposed	Variance From Fiscal Year 2025-26 Estimated Year-End		
			Variance $	Variance %		Variance $	Variance %	
EXPENSES								
Payroll and Benefits	$ 664,759	$ 659,462	$ 5,297	0.8%	$ 685,273	$ (25,811)	(3.9)%	Budget assumes $685,273 in total payroll and benefits, reflecting a 3.9% increase over the prior year estimated year-end. The year-over-year variance is primarily driven by scheduled merit increases and benefit cost adjustments. Budgeted positions include management, assistant management, leasing, and maintenance staff. Payroll taxes, 401(k) contributions, workers' compensation, and group insurance are included in the total.
Repairs and Maintenance	138,596	151,062	(12,466)	(9.0)%	157,914	(6,852)	(4.5)%	Budget assumes $157,914 in repairs and maintenance, reflecting a 4.5% increase over the prior year estimated year-end. The year-over-year variance is primarily driven by the age of the property and the increased demand in addressing maintenance and repair items overall in FY 2026/2027, including plumbing, electrical, appliance repairs, HVAC maintenance, plumbing, etc., including the restock of maintenance supplies.
Make-Ready / Redecorating	159,312	152,334	6,978	4.4%	161,524	(9,189)	(6.0)%	Budget assumes $161,524 in make-ready and redecorating expenses, a modest 6% increase over the prior year estimated year-end, consistent with the projected 9.9% turnover rate. Budget includes paint contractor, painting supplies, blinds and drapes repair, carpet repair, housekeeping services, and other make-ready expenses based on historical per-unit cost averages.
Contract Services	118,077	117,077	1,000	0.8%	175,607	(58,530)	(50.0)%	Budget assumes $175,607 in contract services, reflecting a 50.0% increase over the prior year estimated year-end. The variance is primarily driven by the reclassification of annual preventative maintenance services, including gutter cleaning, roof maintenance, dryer vent cleaning, and termite inspections, from capital to operating, consistent with the nature of the work performed and updated budgeting methodology. Minor contractual rate increases for monthly services also contribute to the year-over-year variance.
Advertising / Marketing / Promotions	4,291	4,339	(48)	(1.1)%	4,356	(17)	(0.4)%	Budget assumes $4,356 in advertising, marketing, and promotions, reflecting a 0.4% increase over the prior year estimated year-end. Budget includes traditional printing costs and other advertising expenses. The minimal variance year over year reflects stable marketing activity with no significant new campaigns planned.
Office Expenses	58,444	60,389	(1,945)	(3.3)%	61,645	(1,256)	(2.1)%	Budget assumes $61,645 in office expenses, a 2.1% increase over the prior year estimated year-end. Budgeted line items include business and leasing automation software, office equipment rental and repair, office supplies, cellular phones, postage and delivery, telephone expense, resident screening, and answering service. The year-over-year variance is attributable to modest cost increases across technology and communication expenses.
Other General and Administrative	61,902	64,109	(2,207)	(3.6)%	62,199	1,910	3.0%	Budget assumes $62,199 in other general and administrative expenses, a 3% reduction over the prior year estimated year-end. Recurring budgeted items include eviction fees, compliance fees, bank charges, computer expense, training and seminars, and miscellaneous general and administrative costs. The minimal year-over-year variance reflects stable administrative operations.
Utilities	261,470	261,351	119	0.0%	291,161	(29,810)	-11.4%	Budget assumes $291,161 in utilities, an 11.4% increase over the prior year estimated year-end. The year-over-year variance is driven primarily by projected rate increases in sewer charges, which represent the largest single utility line item at approximately $21,789/mo. Additional budgeted utilities include electric for common areas and vacant units, gas, and water. The sewer utility expense is the primary driver of the overall increase and is subject to rate adjustments by the provider.
Management Fees	211,525	208,255	3,270	1.5%	214,101	(5,846)	-2.8%	Budget assumes $214,101 in management fees, a 2.8% increase over the prior year estimated year-end, consistent with the fee structure applied to budgeted total income. Management fees are calculated as a percentage of collected income per the management agreement.
Taxes	148,000	145,091	2,909	2.0%	147,723	(2,632)	(1.8)%	Budget assumes $147,723 in taxes, consistent with the prior year approved budget and reflecting a 1.8% increase from the prior year estimated year-end. Budget is based on the current assessed tax obligation of approximately $12,310/mo. No significant reassessment or supplemental tax adjustments are anticipated at this time.
Insurance	372,363	366,967	5,397	1.4%	384,000	(17,033)	(4.6)%	Budget assumes $384,000 in insurance, a 4.6% increase over the prior year estimated year-end. Budget is based on the current insurance policy allocated at $31,167/mo for property insurance and $833/mo for flood insurance based on current policy renewal rates in March.
TOTAL OPERATING EXPENSES	**$ 2,198,740**	**$ 2,190,436**	**$ 8,303**	**0.4%**	**$ 2,345,502**	**$ (155,066)**	**(7.1)%**	Budgeted total operating expenses of $2,345,502 reflect a 7.1% increase over the prior year estimated year-end, driven primarily by the increase in contract services associated with moving these expenses from capital to operating, as well as projected utility rate increases. All other categories reflect modest year-over-year adjustments consistent with contractual obligations and inflation.

Preston Park

Capital Replacement and Renovation

Expenditures - 2026/2027

Attachment F

6/16/2026

Project	Detail	Estimated 2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Cash - Reserve	Greystar GL: 11080-000	*$ 250,137*	*$ 250,137*	*$ 250,137*	*$ 250,137*	*$ 250,137*	*$ 250,137*
Cash - Capital and LT Debt Reserve	Greystar GL: 11050-000	*13,468,440*	*$ 1,997,583*	*$ 2,128,629*	*$ 2,907,506*	*$ 3,993,850*	*$ 4,843,722*
Cash - Restricted Reserve - Rehab for Fire Damaged Units		*522,369*		-	-	-	-
Adjusted Beginning Fund Balance		***14,240,946***	***2,247,720***	***2,378,766***	***3,157,643***	***4,243,987***	***5,093,859***
Annual Contributions		*1,802,255*	*1,802,255*	*1,802,255*	*1,802,255*	*1,802,255*	*1,802,255*
Additional Fire Damaged Reimb.		-	*610,171*	-	-	-	-
Total Resources		***$ 16,043,201***	***$ 4,660,146***	***$ 4,181,022***	***$ 4,959,898***	***$ 6,046,242***	***$ 6,896,114***
Common Area							
320 -Pole Light Fixtures - Replace		$ -	$ -	$ -	$ -	$ -	$ -
321 - Light Poles - Replace		-	-	-	-	-	-
322 - Bollard Lights - Replace		-	-	-	-	-	-
323 - Path Light Fixtures - Replace		-	20,000		-	-	-
329 - Path Light Poles - Replace		-	46,000	-	-	-	-
403 - Mailboxes - Replace		-	-	-	-	-	-
1403 - Monument Signs - Replace		-	-	-	10,927	-	-
1404 - Bulletin Boards - Replace		-	-	-	-	-	20,287
Paved Surfaces							
202 - Asphalt (Courts) - Overlay		-	-	-	-	-	569,783
202 - Asphalt (Preston Dr) - Overlay		-	-	-	-	-	-
203 - Asphalt (Courts) - Slurry/Seal/Repair		-	225,000	-	-	-	260,837
203 - Asphalt (Preston) - Slurry/Seal/Repair	Completed on Preston Drive in 24/25 FY.	-	-	-	-	-	139,113
205 - Concrete Walkways - Repair/Replace	Completed on Ready & Brown 25/26 FY. Includes three yard slab replacements in 676W, 674W, 740R and the lender requirement for 710R concrete repair.	13,697	-	42,436	-	45,020	-
206 - Concrete Driveways - Repair/Replace	Completed on Ready & Brown 25/26 FY.	94,612	-	95,481	-	101,296	-
207 - Concrete (Office) - Repair		-	-	-	-	-	-
Fences							
502 - Chain Link Fences - Replace		1,000	6,000	5,175	5,356	5,544	5,738
Buildings							
324 - Wall Lights - Replace		-	-	-	-	-	-
328 - Garage Lights - Replace		-	-	-	-	-	-
701 - Entry Doors - Replace		-	-	-	-	-	38,122
702 - Fire Doors - Replace		-	-	-	-	-	-
703 - Garage Doors - Replace		-	-	-	-	-	-
1115 - Building Surfaces - Repair/Repaint		-	-	-	-	-	-
1190 - Windows - Replace		-	-	-	-	-	-
1303 - Comp Shingle Roof - Replace		-	-	-	-	-	-
1312 - Gutters/Downspouts - Replace		-	-	-	-	-	-
Mechanical/Systems							
705 - Garage Door Operator - Replace		-	-	-	-	-	-

Preston Park

Capital Replacement and Renovation

Expenditures - 2026/2027

Attachment F

6/16/2026

Project	Detail	Estimated 2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
1811 - Plumbing - Replace/Reline/Repair		-	-	-	-	154,236	159,634
1840 - Cable - Rewire		-	-	-	-	-	-
Office							
325 - Interior Lights - Replace		-	-	-	-	-	-
608 - Laminate Flooring - Replace		-	-	-	-	-	-
901 - Furniture - Replace		-	-	-	-	-	-
909 - Bathroom Refurbish		-	-	-	-	-	-
911 - Kitchen Appliances - Replace		-	-	-	-	-	-
912 - Kitchen - Refurbish		-	-	-	-	-	-
1110 - Interior Surfaces - Repaint		-	-	-	-	-	-
Community Center							
325 - Interior Lights - Replace		-	-	-	-	-	-
608 - Laminate Flooring - Replace		-	-	-	-	-	-
901 - Furniture - Replace		-	-	-	-	-	-
909 - Bathroom Refurbish		-	-	-	-	-	-
911 - Kitchen Appliances - Replace		-	-	-	-	-	-
912 - Kitchen - Refurbish		-	-	-	-	-	-
1110 - Interior Surfaces - Repaint		-	-	-	-	-	-
Recreation							
400 - Park - Installation/Replacement		-	-	237,500	-	-	-
409 - Metal Benches/Trash Cans - Replace		-	-	-	27,318	-	-
1807 - Basketball Court - Remove & Replace		-	-	-	-	-	370,968
Landscape & Irrigation							
1001 - Backflow Devices - Replace		-	-	-	19,123	-	-
1006 - Irrigation Systems - Repair/Replace		36,250	20,000	6,863	6,863	6,863	6,863
1008 - Trees - Trim/Remove		14,500	20,599	20,559	20,559	20,559	20,559
1009 - Landscaping - Replenish		1,800	12,910	11,690	11,690	11,690	11,690
Special Projects							
Rebuild of Fire Damaged Units			1,132,540				
UNITS							
Full Unit Renovations	3 per year @ $55,000 each	174,900	174,900	174,900	174,900	174,900	174,900

Preston Park

Capital Replacement and Renovation

Expenditures - 2026/2027

Attachment F

6/16/2026

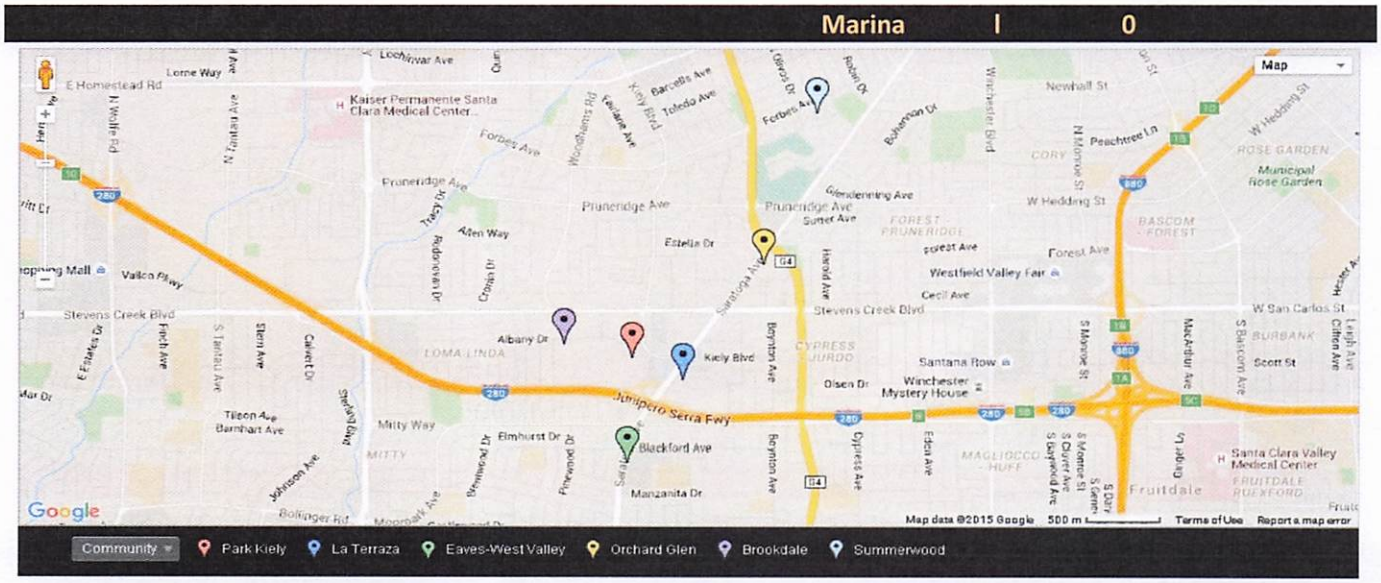
Project	Detail	Estimated 2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Occupied Unit Refreshes	Paint, reglaze and repair of tubs, kitchen countertops, bathroom vanity's	175,945	180,000	108,000	108,000	115,000	115,000
Dishwasher	Replacement (assume 10 year life). Represents 19 units	10,410	11,451	11,000	11,000	11,000	11,000
Refrigerators	Replacement (assume 15 year life). Represents 18 units	16,244	17,868	26,000	26,000	26,000	26,000
Stove/Range hood/Microwave	Replacement (assume 15 year life). Represents 24 units	30,486	33,535	35,000	35,000	35,000	35,000
Garbage Disposal	Replacement (assume 10 year life). Represents 15 units	2,350	2,585	4,500	4,500	4,500	4,500
Hot Water Heaters	Replacement (assume 15 year life). Represents 14 units	11,908	13,099	15,000	15,000	15,000	15,000
Carpet	Replacement (assume 10 year life). Represents 13 units.	53,764	59,140	62,500	62,500	62,500	62,500
Vinyl	Replacement (assume 10 year life). Represents 37 units.	165,861	165,600	63,975	63,975	63,975	63,975
HVAC Furnace	Replacement (assume 15 year life). Represents 12 units.	31,492	66,000	66,000	66,000	66,000	66,000
Plumbing Repairs - Major (Water Intrusion)	Represents 15 emergencies in the 25/26 budget year.	61,734	40,000	15,000	15,000	15,000	15,000
Plumbing Repairs - Major (Washer Boxes)	Represents 6 washer box replacements.	10,826	9,153	18,300	18,300	18,300	18,300
PROPERTY MANAGEMENT & PM PROJECTS							
Resident Business Center	Resident Business Center contribution	-	-	-	-	-	-
Leasing Office	Leasing Office maintenance contribution	-	-	-	-	-	-
Signage (Bldg Signage refresh & Street Signs)	Property wide	-	-	-	-	-	-
New Office Computers	Replace existing old computers	1,229	-	3,500	-	-	3,500
Maintenance Vehicles	Purchase new	-	25,000	-	-	-	-
Roof Preventative Maintenance Project [(1)]	Annual	22,480	-	-	-	-	-
Gutter Cleaning - Preventative Maintenance Project [(1)]	Annual	7,500	-	-	-	-	-
Dryer Vent Cleaning - Preventative Maintenance Project [(1)]	Annual	13,300	-	-	-	-	-
Termite Inspection - Preventative Maintenance Project [(1)]	Annual	10,000	-	-	-	-	-
Reserve Study Expense	Every three (3) years	-	-	-	13,900	-	-
Capital Expenses - uninflated (included as Capital Assets in the Standard Budget)		$ 962,288	$ 2,281,380	$ 1,023,379	$ 715,911	$ 952,383	$ 2,214,269
Additional City distribution		6,500,000	-	-	-	-	-
Paydown of debt principal and issuance costs		6,333,193	-	-	-	-	-
Ending Replacement Reserve Fund Balance		***$ 2,247,720***	***$ 2,378,766***	***$ 3,157,643***	***$ 4,243,987***	***$ 5,093,859***	***$ 4,681,845***

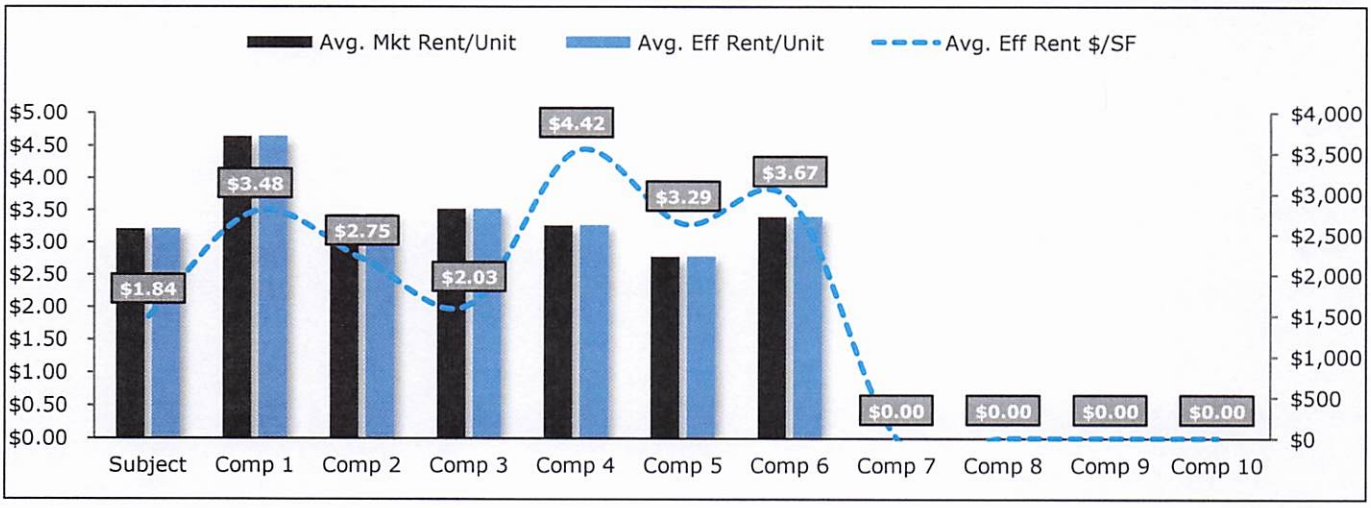
(1) In Fiscal Year 2025-26 Annual Preventive Maintenance Costs were included as Capital Replacement and Renovations. In Fiscal Year 2026-27, Preston Park implemented the Preston Park Capital Funding Plan. These recurring annual costs were moved to the operating budget to align with on-going funding needs.

GREYSTAR™

GREYSTAR: THE GLOBAL LEADER IN RENTAL HOUSING™

	Property Name	Year Built	# of units	% Occupied	Avg. Unit Size (SF)	Avg. Mkt Rent/Unit	Avg. Mkt Rent $/SF	Avg. Eff Rent/Unit	Avg. Eff Rent $/SF
Subject	**Preston Park**	**1987**	**354**	**99%**	**1393**	**$2,569**	**$1.84**	**$2,569**	**$1.84**
Comp 1	Shadow Market	1973	16	100%	1067	$3,715	$3.48	$3,715	$3.48
Comp 2	Marina Square Apartments	1978	48	100%	1000	$2,750	$2.75	$2,750	$2.75
Comp 3	Abrams Park	1978	194	99%	1386	$2,820	$2.03	$2,820	$2.03
Comp 4	Sunbay Suites	1989	266	95%	593	$2,620	$4.42	$2,620	$4.42
Comp 5	Marina Del Sol	1977	108	98%	677	$2,225	$3.29	$2,225	$3.29
Comp 6	Shoreline Apartments	1973	84	93%	742	$2,721	$3.67	$2,721	$3.67
Comp 7	7	0	0	0%	0	$0	$0.00	$0	$0.00
Comp 8	8	0	0	0%	0	$0	$0.00	$0	$0.00
Comp 9	9	0	0	0%	0	$0	$0.00	$0	$0.00
Comp 10	10	0	0	0%	0	$0	$0.00	$0	$0.00
Total/Avg (Market)		***1070***	***98%***	***1047***	***$2,629***	***$2.87***	***$2,629***	***$2.87***	
Total/Avg. (Market less Subject)		***716***	***98%***	***876***	***$2,659***	***$3.38***	***$2,659***	***$3.38***	





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July 7, 2026 Item No. **11a**

Honorable Mayor and Members
of the City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2026- ORDERING THE SUBMISSION TO CITY VOTERS OF A PROPOSED UTILITY USERS' TAX OF 7% AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2026, AS PREVIOUSLY CALLED BY RESOLUTION NO. 2026-71

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt Resolution No. 2026-, which would submit to City voters a proposed Utility Users Tax Ordinance at the general municipal election held on November 3, 2026, which election was previously called by the City Council pursuant to Resolution No. 2026-71.

BACKGROUND:

Since at least September 2025, the City Council has been discussing potential funding strategies for the construction and/or modernization of City facilities, since many current facilities are aged, deteriorating, and do not meet modern safety standards. One such funding strategy identified through this process, and unanimously recommended by the City Facilities Citizen Advisory Committee (CFCAC), is a Utility Users Tax (UUT), which would impose a tax on the users of certain utility services in Marina, and which would provide revenue for these and other general municipal purposes. The full background on these discussions, including projected UUT revenue and polling results, can be found in the staff reports for the September 3, 2025, December 16, 2025, January 21, 2026, February 18, 2026, March 3, 2026, April 21, 2026, and June 16, 2026 City Council meetings.

At the June 16, 2026, Council meeting, Council directed staff to prepare a resolution that, if adopted, would place a proposed UUT ordinance on the ballot for the November 3, 2026 general election. Council further directed staff that the proposed UUT ordinance should have the following applicability and exemptions:

- Applies to water, gas, electric, telecommunications (including mobile), and video (including cable, satellite, and streaming);
- 7% tax rate for all covered utilities;
- Reduced 3.5% rate for all covered utilities for households eligible for the PG&E CARE program, and senior (65+) households at or below 80% of Monterey County AMI

Following the June 16 meeting, staff consulted with HdL Companies, an existing City consultant with expertise in UUTs, including administration of UUTs for California cities. If the voters adopt the UUT, staff recommends that the City contract with HdL to administer the tax.

ANALYSIS

Resolution No. 2026-, attached as Exhibit A, would submit the **MARINA 911 EMERGENCY, PUBLIC SAFETY, COMMUNITY SERVICES MEASURE,** which contains a proposed ordinance imposing a 7% UUT tax, to City voters at November 3, 2026 election. The Resolution also addresses various other related matters regarding the election, including the proposed ballot question, the voter approval requirement, and the filing of ballot arguments. The proposed ordinance, which would also be attached to the Resolution, is attached to this report as Exhibit B.

Proposed Ballot Question:

The proposed ballot question, which is exactly at the 75-word maximum word count allowed under state law, is as follows:

MARINA 911 EMERGENCY, PUBLIC SAFETY, AND COMMUNITY SERVICES MEASURE. To ensure firefighters, paramedics, police officers response to emergencies/ natural disasters, emergency operations during an earthquake; maintain safe/clean drinking water; repair streets/potholes; prevent disruptions to City services; and provide general municipal services, shall the City of Marina's measure establishing a 7% utility users' tax with low-income rates, generating approximately $3,830,000 annually until ended by voters, requiring spending disclosures, audits, all funds spent locally, be adopted?	**YES** **NO**

In order to place the proposed measure on the ballot, the Resolution must be approved by a two-thirds vote of the Council.

Related Election Issues

Because the municipal election on November 3, 2026, election has already been called and consolidated with the statewide election on the same date, the Resolution would request that the County of Monterey submit this ballot measure to the City's voters at the consolidated election.

Because the proposed ordinance is lengthy, and as authorized by Elections Code section 9280, the Resolution provides that the text of the measure will not be placed in the voter information guide or sample ballot. Instead, the proposed ordinance would be available free of charge at City Hall, on the City's website, and by mail upon request.

The Resolution would direct the City Attorney to prepare an impartial analysis showing the effect of the ballot measure on existing law and the operation of the measure.

The Resolution also provides for the Council to authorize and direct up to two Council members to prepare and submit the ballot argument in favor of the measure and to request up to three other persons who are not City Council members to sign the argument, up to a maximum of five signers as authorized by Elections Code section 9283. These Council members and the other signers of the primary argument may, but are not required to, authorize other persons to the sign the rebuttal argument, pursuant to Elections Code section 9285.

Primary arguments for and against the measure would be due on August 13, 2026, and rebuttal arguments would be due on August 20, 2026.

Proposed Ordinance

The proposed ordinance is modeled on the City of Watsonville's Utility User Tax Ordinance, which is consistent with other modern, functional, and well-organized UUT ordinances in California. The proposed UUT ordinance attached to Exhibit A includes the direction provided by Council regarding the proposed rate, covered utilities, and reduced rate for certain low income and senior households.

Future Actions

If Council adopts the resolution, and the voters approve the UUT measure, no further action is needed from Council with the exception of certifying the election results. If approved, staff will bring an item forward to retain HdL to implement and administer the tax.

FISCAL IMPACT:

There is no fiscal impact currently, other than the costs of the election. If the voters approve the tax measure, the tax measure would generate substantial additional revenues, projected to be approximately $3.83 million annually.

CONCLUSION:

Staff recommends that Council adopt Resolution No. 2026-##

ATTACHMENTS:

A. Proposed Resolution No. 2026-, A Resolution of the City Council of the City of Marina Ordering the Submission to City Voters of a Proposed Utility Users' Tax of 7% at the General Municipal Election to Be Held on November 3, 2026, as Previously Called by Resolution No. 2026-71

B. Proposed Ordinance No. 2026-, An Ordinance of the City of Marina Imposing a Utility Users' Tax

_____
Layne P. Long
City Manager
City of Marina

REVIEWED/CONCUR:

_____
René A. Ortega
City Attorney
City of Marina

EXHIBIT A

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA ORDERING THE SUBMISSION TO CITY VOTERS OF A PROPOSED UTILITY USERS' TAX OF 7% AT THE GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2026, AS PREVIOUSLY CALLED BY RESOLUTION NO. 2026-71

WHEREAS, the City is responsible for maintaining essential municipal services and protecting the public health, safety, and welfare of the Marina community; and

WHEREAS, the City is committed to maintaining a safe, high-quality community, delivering emergency response services, and providing essential municipal services and facilities for residents, businesses, and visitors; and

WHEREAS, the City has historically maintained strong financial restraint to protect against unexpected economic conditions and ensure a healthy reserve policy that protects against economic volatility and prioritizes essential services; and

WHEREAS, General Fund revenues support essential services, including police protection, 911 emergency response, youth and senior programs, library services, parks, infrastructure maintenance, and general municipal operations; and

WHEREAS, the City General Fund revenues are insufficient to support major facility investments such as police station, fire station, city hall and council chamber facilities, and using such current general funds to pay for new facilities would require significant cuts in other essential services such as police and fire staffing, street repair and maintenance, parks and recreation programming, and keeping public areas clean and safe; and

WHEREAS, the City has a desire to improve fire and emergency life saving response times throughout areas within the City that currently experience times in excess of ten minutes to respond, which is double the industry standard for response times; and

WHEREAS, the current fire station located in the Public Safety Building near Palm Avenue can no longer fit modern fire trucks inside the garage, provide essential fire gear storage that ensures the health of firefighters, and has no additional capacity to expand firefighter capacity to meet the needs of a growing city; and

WHEREAS, the Police headquarters is also located in the Public Safety Building, has no additional capacity to support adding police officers, has insufficient capacity to handle public engagement with victims of crimes in private, does not provide consistent backup power during power outages to ensure that police operations remain available during times of particular risk, and does not have sufficient locker space to accommodate the growing contributions of female police officers; and

WHEREAS, both the City police and fire operations operate in a building that does not meet seismic standards such that at the greatest time of need after an earthquake event the City emergency response could be paralyzed by the destruction of its own facility; and

WHEREAS, the City Hall and Council Chamber facilities are operating out of fifty-year-old temporary trailers that do not meet accessibility standards, undermine the operational efficiency of city staff to deliver for residents and are not reflective of the community's values, and

WHEREAS, a City Facilities Citizen Advisory Committee (CFCAC) made up of residents from across the City thoroughly examined City facilities and unanimously agreed that replacement of the facilities is needed and important to the future and safety of the community; and

WHEREAS, the CFCAC recommended that a utility users' tax (UUT) is a logical revenue source to fund the City's General Fund to support a budget that would fund necessary facility investments; and

WHEREAS, the City is the only city along the Monterey coastline that does not have a UUT, which is one of the few additional options available to cities to help fund essential services; and

WHEREAS, the proposed UUT would be applied to both businesses and residents, but would include provisions to reduce the tax by 50% for lower-income residents and seniors, and

WHEREAS, the proposed UUT would help diversify the City's revenue sources to ensure stable fiscal operations and aid in compensating for changing consumer shopping patterns, and

WHEREAS, to fund general City services, including those items discussed herein, the City Council is proposing this measure as a long-term source of locally-controlled funding that can only be used for local Marina services and to address local priorities; and

WHEREAS, this measure could help maintain funding for City services and help implement the plans of the City by establishing a general tax in which the proceeds will be deposited in the City's General Fund for general government use; and

WHEREAS, this measure incorporates accountability requirements such as public disclosure of all spending, local control, and annual independent financial audits that ensure funds are spent appropriately; and

WHEREAS, the City Council finds that revenues from a voter-approved UUT would stay in the City to support essential services and community priorities, including maintaining 911 emergency response and proactive law enforcement, maintaining senior and youth programs, and library services, maintaining streets and sidewalks, and maintaining safe parks and protecting open space; and

WHEREAS, if approved by voters, a 7% UUT tax would be levied until ended by the voters and would generate approximately $3,830,000 annually; and

WHEREAS, this ballot measure shall be known and may be cited as the "Marina 911 Emergency, Public Safety, and Community Services Measure" and shall be referred to herein as the "Measure;" and

WHEREAS, California Constitution Article XIIIC, Section 2, provides that no local government may increase any general tax unless and until that tax is submitted to the electorate and approved by a majority vote, and that a measure proposing to adopt a general tax must be consolidated with a regularly scheduled general municipal election for members of the City Council; and

WHEREAS, on June 16, 2026, the City Council adopted Resolution No. 2026-71, calling a general municipal election on November 3, 2026 and requesting that the Board of Supervisors of the County of Monterey consolidate the City's general municipal election with the statewide general election to be held on the same date; and

WHEREAS, the Marina City Council is authorized by California Elections Code Section 9222 to submit to the voters propositions for the enactment or amendment of any ordinance, including tax measures; and

WHEREAS, California Government Code Section 53724(b) authorizes the City Council to place a general tax measure before the voters upon a two-thirds vote of all members of the City Council; and

WHEREAS, on the basis of the foregoing, the City Council has determined it is appropriate to place a measure levying a 7% UUT before the voters at the general municipal election consolidated with the statewide general election on November 3, 2026; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina as follows:

Section 1. Ballot Measure and Ballot Question

(a) Pursuant to Government Code Section 53724 and Elections Code Section 9222, the City Council orders that the following measure be submitted to the voters of the City of Marina on the ballot at the general municipal election on November 3, 2026:

MARINA 911 EMERGENCY, PUBLIC SAFETY, AND COMMUNITY SERVICES MEASURE. To ensure firefighters, paramedics, police officers response to emergencies/ natural disasters, emergency operations during an earthquake; maintain safe/clean drinking water; repair streets/potholes; prevent disruptions to City services; and provide general municipal services, shall the City of Marina's measure establishing a 7% utility users' tax with low-income rates, generating approximately $3,830,000 annually until ended by voters, requiring spending disclosures, audits, all funds spent locally, be adopted?	**YES** **NO**

(b) As the City Council by Resolution No. 2026-71, on June 16, 2026, requested that the County of Monterey Board of Supervisors consolidate the City's general municipal election with the

statewide general election to be held on November 3, 2026, pursuant to the requirements of Elections Code Section 10403, the City Council hereby requests that the County of Monterey Board of Supervisors authorize the submission of this ballot measure to the voters of the City of Marina in the consolidated municipal and statewide election held on November 3, 2026.

(c) This ballot measure requires the approval of a majority (50% +1) vote of the City of Marina electorate voting on the measure at the November 3, 2026, election in order to become effective.

Section 2. Proposed Ordinance

(a) The full text of the proposed Ordinance to be submitted to the voters is attached to this Resolution as Exhibit 1.

(b) The City Council hereby approves the submission of the proposed Ordinance, as set forth in Exhibit 1, to the voters of the City at the November 3, 2026, general municipal election.

(c) The proposed Ordinance imposes a 7% utility users' tax with specified exemptions and reductions. The proposed tax is for general City purposes and revenues will be deposited in the City's general fund.

(d) If the above ballot measure is approved by the City of Marina electorate as specified herein, then the Ordinance shall become effective immediately upon adoption.

Section 3. Copy of Ordinance Available to Public

Because the proposed Ordinance is lengthy, and as authorized by Elections Code section 9280, the entire text of the Measure shall not be placed in the voter information guide or sample ballot. Instead, the Measure (including the full text of the proposed Ordinance) shall be available free of charge at City Hall, on the City's website, and by mail upon request.

Section 4. Transmittal of Resolution

The City Clerk is directed to file a certified copy of this Resolution, with Exhibits, with the County of Monterey Board of Supervisors and the County Elections Official as soon as possible and in any event no later than close of business on August 7, 2026.

Section 5. Impartial Analysis

In accordance with Elections Code Section 9280, the City Clerk is directed to transmit a copy of the Measure to the City Attorney, who is directed to prepare an impartial analysis not exceeding 500 words showing the effect of the measure on existing law and the operation of the measure. The analysis shall include a statement indicating that the Measure was placed on the ballot by the City Council. The impartial analysis shall be filed with the City Clerk by 5:00 p.m. on August 13, 2026.

Section 6. Ballot Arguments

(a) The primary arguments for and against the measure shall be submitted to the City Clerk by 5:00 p.m. on August 13, 2026, and shall not exceed 300 words.

(b) Rebuttal arguments concerning the measure may be submitted to the City Clerk by 5:00 p.m. on August 20, 2026, and shall not exceed 250 words.

(c) The City Council authorizes the following two members of its body, _____ and _____, to file a written primary argument in favor of the Measure as specified above. The Council member authors may identify additional individuals to sign the argument in favor, as long as no more than five total authors sign. The foregoing authorization also applies to the rebuttal argument. The Council member authors may also authorize another person to sign the rebuttal argument, in accordance with Elections Code section 9285.

Section 7. Severability

If any section, subsection, sentence, clause, phrase or word of this Resolution is for any reason held to be invalid and/or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The City Council hereby declares that it would have adopted this Resolution and each section or subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid.

Section 8. CEQA

The City Council hereby finds that the adoption of this Resolution is exempt from the provisions of the California Environmental Quality Act (Public Resources Code Sections 21000 et seq., "CEQA," and 14 Cal. Code Regs. Sections 15000 et seq., "CEQA Guidelines"), because it involves the creation of a government funding mechanism which does not involve any commitment to any specific project which may result in a potentially significant impact on the environment and thus is not a project subject to the requirements of CEQA pursuant to CEQA Guidelines Section 15378(b)(4), and because it is an organizational and administrative activity of government that will not result in a direct or indirect physical change in the environment pursuant to CEQA Guidelines Section 15378(b)(5).

Section 9. State Election Law

In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 10. Clerk and City Manager Authorized to Take All Necessary Acts

Notice of the time and place of the election is hereby given. Additionally, the City Clerk is authorized, instructed, and directed to give all required notices under the Elections Code, and procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment, and paraphernalia as may be necessary in order to properly and lawfully conduct the

election. In addition, the City Manager and/or his designees are authorized and directed to do any and all things and to execute, deliver, and perform any and all agreements and documents that they deem necessary or advisable in order to effectuate the purposes of this Resolution.

Section 11. Certification

The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

2088901.1

EXHIBIT B

ORDINANCE NO. ___

AN ORDINANCE OF THE CITY OF MARINA IMPOSING A UTILITY USERS' TAX

The people of the City of Marina do ordain as follows:

Section 1. Marina Municipal Code Amended

A new Chapter 3.07, UTILITY USERS' TAX is hereby added to Title 3—REVENUE AND FINANCE of the City of Marina Municipal Code. This new Chapter is added as follows:

3.07.010 Title and Purpose.

A. This chapter shall be known as the "Utility Users' Tax Ordinance for the City of Marina." This chapter is adopted pursuant to the powers of the City as a charter city, as authorized by the Constitution of the State of California, and is adopted as a tax levy to meet the usual current expenses of the City.

3.07.020 Definitions.

The following words and phrases, whenever used in this chapter, shall be construed as defined in this section:

A. "Ancillary telecommunication services" shall mean services that are associated with or incidental to the provision, use or enjoyment of telecommunications services, including but not limited to the following services:

1. "Conference bridging service" shall mean an ancillary service that links two (2) or more participants of an audio or video conference call and may include the provision of a telephone number. Conference bridging service does not include the telecommunications services used to reach the conference bridge.

2. "Detailed telecommunications billing service" shall mean an ancillary service of separately stated information pertaining to individual calls on a customer's billing statement.

3. "Directory assistance" shall mean an ancillary service of providing telephone number information, and/or address information.

4. "Vertical service" shall mean an ancillary service that is offered in connection with one (1) or more telecommunications services, which offers advanced calling features that allow customers to identify callers and to manage multiple calls and call connections, including conference bridging services.

5. "Voice mail service" shall mean an ancillary service that enables the customer to store, send or receive recorded messages. Voice mail service does not include any vertical services that the customer may be required to have in order to utilize the voice

mail service.

B. "Ancillary video services" means services that are associated with or incidental to the provision or delivery of video services, including but not limited to electronic program guide services, recording services, search functions, or other interactive services or communications that are associated with or incidental to the provision, use or enjoyment of video services.

C. "Billing address" shall mean the mailing address of the service user where the service provider submits invoices or bills for payment by the service users.

D. "City" shall mean the City of Marina.

E. "City Manager" shall mean the City Manager, or his or her authorized representative.

F. "CPI" shall mean the Consumer Price Index for the San Francisco-Oakland-San Jose Area.

G. "Gas" shall mean natural or manufactured gas or any alternative hydrocarbon fuel, which may be substituted therefor.

H. "Mobile telecommunications service" shall mean commercial mobile radio service, as defined in Section 20.3 of Title 47 of the Code of Federal Regulations, and as set forth in the Mobile Telecommunications Sourcing Act (4 U.S.C. Section 124) and the regulations thereunder.

I. "Month" shall mean a calendar month.

J. "Non-utility service supplier" shall mean:

1. A service supplier, other than a supplier of electric distribution services to all or a significant portion of the City, which generates electricity for sale to others, and shall include but not be limited to any publicly owned electric utility, investor-owned utility, cogenerator, distributed generation provider, exempt wholesale generator (15 U.S.C. Section 79z-5a), municipal utility district, Federal power marketing agency, electric rural cooperative, or other supplier or seller of electricity;

2. An electric service provider (ESP), electricity broker, marketer, aggregator (including a community choice aggregator), pool operator, or other electricity supplier other than a provider of electric distribution services to all or a significant portion of the City, which sells or supplies electricity or supplemental services to electricity users within the City; and

3. A gas service supplier, aggregator, marketer or broker, other than a supplier of gas distribution services to all or a significant portion of the City, which sells or supplies gas or supplemental services to gas users within the City.

K. "Paging service" means a "telecommunications service" that provides transmission of coded radio signals for the purpose of activating specific pagers; such transmissions may include

messages and/or sounds.

L. "Person" shall mean, without limitation, any domestic, nonprofit or foreign corporation; firm; association; syndicate; joint stock company; partnership of any kind; limited liability company; joint venture; club; trust; Massachusetts business or common law trust; estate; society; cooperative; receiver, trustee, guardian or other representative appointed by order of any court; any natural individual; joint power agency, municipal district or municipal corporation, other than the City.

M. "Place of primary use" shall mean the street address representative of where the customer's use of the telecommunications service primarily occurs, which must be the residential street address or the primary business street address of the customer.

N. "Post-paid telecommunication service" shall mean the telecommunication service obtained by making a payment on a communication-by-communication basis either through the use of a credit card or payment mechanism such as a bank card, travel card, credit card, or debit card, or by charge made to a service number which is not associated with the origination or termination of the telecommunication service.

O. "Prepaid telecommunication service" shall mean the right to access telecommunication services, which must be paid for in advance and which enables the origination of communications using an access number or authorization code, whether manually or electronically dialed, and shall include "prepaid mobile telephone services" as defined in Revenue and Taxation Code Section 42004(k).

P. "Private telecommunication service" shall mean a telecommunication service that entitles the customer to exclusive or priority use of a communications channel or group of channels between or among termination points, regardless of the manner in which such channel or channels are connected, and includes switching capacity, extension lines, stations, and any other associated services that are provided in connection with the use of such channel or channels. A communications channel is a physical or virtual path of communications over which signals are transmitted between or among customer channel termination points (i.e., the location where the customer either inputs or receives the communications).

Q. "Service address" shall mean the residential street address or the business street address of the service user. For a telecommunications or video service user, "service address" means either:

1. The location of the service user's telecommunication or video equipment from which the communication originates or terminates, regardless of where the communication is billed or paid; or

2. If the location in subsection Q.1 of this definition is unknown (e.g., mobile telecommunications service or VoIP service), the service address shall mean the location of the service user's place of primary use.

3. For prepaid telecommunication service, "service address" means the point of sale of the services where the point of sale is within the City, or, if unknown, the known

address of the service user (e.g., billing address or location associated with the service number), which locations shall be presumed to be the place of primary use.

R. "Service supplier" shall mean any person, including the City, who provides or sells any service subject to any tax thereunder, including, without limitation, telecommunication, video, electric, gas or water service to a user of such services within the City. The term shall include any person required to collect, or self-collect under Section 3.07-080, and remit a tax as imposed by this chapter, including its billing agent in the case of electric or gas suppliers.

S. "Service user" shall mean a person required to pay a tax imposed by this chapter.

T. "State" shall mean the State of California.

U. "Tax Administrator" shall mean the Finance Director, or his or her authorized representative or designee.

V. "Telecommunications services" shall mean the transmission, conveyance, or routing of voice, data, audio, video, or any other information or signals to a point, or between or among points, whatever the technology used, and includes broadband service (e.g., digital subscriber line (DSL), fiber optic, coaxial cable, and wireless broadband, including Wi-Fi, WiMAX, and Wireless MESH) to the extent Federal and/or State law permits taxation of such broadband services, now or in the future. The term "telecommunications service" includes such transmission, conveyance, or routing in which computer processing applications are used to act on the form, code or protocol of the content for purposes of transmission, conveyance or routing without regard to whether such service is referred to as voice over Internet protocol (VoIP) services or is classified by the Federal Communications Commission as enhanced or value added, and includes video and/or data service that is functionally integrated with "telecommunication services." Telecommunications services include, but are not limited to, the following services, regardless of the manner or basis on which such services are calculated or billed: ancillary telecommunication services; intrastate, interstate and international telecommunication services; all forms of VoIP service; mobile telecommunications service; prepaid telecommunication service; post-paid telecommunication service; private telecommunication service; paging service; 800 service (or any other toll-free numbers designated by the Federal Communications Commission); 900 service (or any other similar numbers designated by the Federal Communications Commission for services whereby subscribers who call in to prerecorded or live service).

W. "Video programming" means those programming services commonly provided to subscribers by a "video service supplier" including but not limited to basic services, premium services, audio services, video games, pay-per-view services, video on demand, origination programming, or any other similar services, regardless of the content of such video programming, or the technology used to deliver such services, and regardless of the manner or basis on which such services are calculated or billed.

X. "Video services" means "video programming" and any and all services related to the providing, recording, delivering, use or enjoyment of "video programming" (including origination programming and programming using Internet Protocol, e.g., IP-TV, IP-Video, and

over the top TV or OTT) by a "video service supplier," regardless of the technology used to deliver, store or provide such services, and regardless of the manner or basis on which such services are calculated or billed, and includes ancillary video services, data services, "telecommunication services," or interactive communication services that are functionally integrated with "video services."

Y. "Video service supplier" means any person, company, or service which provides or sells video programming, or provides or sells the capability to receive video programming, including any communications that are ancillary, necessary or common to the provision, use or enjoyment of the video programming, to or from a business or residential address in the City, where some fee is paid, whether directly or included in dues or rental charges for that service, whether or not public rights-of-way are utilized in the delivery of the video programming or communications. A "video service supplier" includes, but is not limited to, multichannel video programming distributors (as defined in 47 U.S.C.A. Section 522(13)); open video systems (OVS) suppliers; and suppliers of cable television; master antenna television; satellite master antenna television; multichannel multipoint distribution services (MMDS); video services using Internet protocol (e.g., IP-TV and IP-Video, which provide, among other things, broadcasting and video on demand), direct broadcast satellite to the extent Federal law permits taxation of its video services, now or in the future; and other suppliers of video services (including two (2) way communications), whatever their technology.

Z. "VoIP" (voice over Internet protocol) means the digital process of making and receiving real-time voice transmissions over any Internet protocol network.

AA. "800 service" means a "telecommunications service" that allows a caller to dial a toll-free number without incurring a charge for the call. The service is typically marketed under the name "800," "855," "866," "877," and "888" toll-free calling, and any subsequent numbers designated by the Federal Communications Commission.

BB. "900 service" means an inbound toll "telecommunications service" purchased by a subscriber that allows the subscriber's customers to call in to the subscriber's prerecorded announcement or live service. "900 service" does not include the charge for: collection services provided by the seller of the "telecommunications services" to the subscriber, or service or product sold by the subscriber to the subscriber's customer. The service is typically marketed under the name "900" service, and any subsequent numbers designated by the Federal Communications Commission.

3.07-030 Constitutional and Statutory Exemptions and Reductions

A. The taxes imposed by this chapter shall not apply to any of the following, each of which will be considered an “exemption” for the purposes of this chapter:

1. Any person or service if imposition of such tax upon that person or service would be in violation of a Federal or State statute or the Constitution of the State of California, or the Constitution of the United States; or

2. The City, and the State of California and its subdivisions.

3. Low Income Reduction. A residential service user shall be eligible for a fifty percent (50%) reduction of the taxes imposed by this chapter if he or she is qualified and is enrolled in Pacific Gas & Electric Company's (PG&E) CARE Program ("California Alternate Rates for Energy" program). Individuals receiving the reduction described in this subsection must reside at the location receiving the service; the reduction shall not apply to any nonresidential service location.

4. Low-income Senior Reduction. A residential service user who is sixty-five (65) years old or older and is the head of a household that is at or below eighty percent (80%) of Area Median Income for Monterey County shall be eligible for a fifty percent (50%) reduction of the taxes imposed by this chapter.

B. Any service user that is exempt from the tax imposed by this chapter pursuant to subsection A of this section shall file an application with the Tax Administrator for an exemption; provided, however, this requirement shall not apply to a service user that is a State or Federal agency or subdivision with a commonly recognized name for such service. Said application shall be made upon a form approved by the Tax Administrator and shall state those facts, declared under penalty of perjury, which qualify the applicant for an exemption, and shall include the names of all service suppliers serving that service user. If deemed exempt by the Tax Administrator, such service user shall give the Tax Administrator timely written notice of any change in service suppliers so that the Tax Administrator can properly notify the new service supplier of the service user's tax exempt status. A service user that fails to apply and obtain an exemption pursuant to this section shall not be entitled to a refund of a users' tax collected and remitted to the Tax Administrator from such service user as a result of such noncompliance.

C. The decision of the Tax Administrator regarding an exemption application may be appealed pursuant to Section 3.07-210. Filing an application with the Tax Administrator and appeal to the City Manager, or designee, pursuant to Section 3.07-210 is a prerequisite to a suit thereon.

D. The City Council may, by resolution, establish one (1) or more classes of persons or one (1) or more classes of utility service otherwise subject to payment of a tax imposed by this chapter and provide that such classes of persons or service shall be exempt, in whole or in part from such tax for a specified period of time.

3.07-040 Telecommunication Users' Tax.

A. There is hereby imposed a tax upon every person in the City using telecommunication services. The tax imposed by this section shall be at the rate of seven percent (7%) of the charges made for such services and shall be collected from the service user by the telecommunication services supplier or its billing agent, or as otherwise provided by law. There is a rebuttable presumption that telecommunication services, which are billed to a billing or service address in the City, are used, in whole or in part, within the City's boundaries, and such services are subject to taxation under this section. There is also a rebuttable presumption that prepaid telecommunication services sold within the City are primarily used, in whole or in part, within the City and are therefore subject to taxation under this section. If the billing address of the service user is different from the service address, the service address of the service user shall be

used for purposes of imposing the tax. As used in this section, the term "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by the service user in exchange for the telecommunication services.

B. "Mobile telecommunications service" shall be sourced in accordance with the sourcing rules set forth in the Mobile Telecommunications Sourcing Act (4 U.S.C. Section 124). The Tax Administrator may issue and disseminate to telecommunication service suppliers, which are subject to the tax collection requirements of this section, sourcing rules for the taxation of other telecommunication services, including but not limited to post-paid telecommunication services, prepaid telecommunication services, and private telecommunication services; provided, that such rules are based upon custom and common practice that further administrative efficiency and minimize multi-jurisdictional taxation.

C. The Tax Administrator may issue and disseminate to telecommunication service suppliers, which are subject to the tax collection requirements of this section, an administrative ruling identifying those telecommunication services, or charges therefor, that are subject to the tax of subsection A of this section. This administrative ruling shall not impose a new tax, revise an existing tax methodology as stated in this section, or increase an existing tax, except as allowed by California Government Code Section 53750(h)(2)(A).

D. As used in this section, the term "telecommunication services" shall include, but is not limited to, charges for: connection, reconnection, termination or early termination charges; movement or change of telecommunication services; late payment fees; detailed billing; central office and custom calling features (including but not limited to call waiting, call forwarding, caller identification and three (3) way calling); voice mail and other messaging services; directory assistance; access and line charges; universal service charges; fees, charges or surcharges, imposed by any State or Federal agency or law (whether such charges or surcharges are imposed on the service supplier or the customer); local number portability charges; and text and instant messaging. "Telecommunication services" shall not include digital downloads that are not "ancillary telecommunication services," such as music, ringtones, games, and similar digital products.

E. To prevent actual multi-jurisdictional taxation of telecommunication services subject to tax under this section, any service user, upon proof to the Tax Administrator that the service user has previously paid the same tax in another state or city on such telecommunication services, shall be allowed a credit against the tax imposed to the extent of the amount of such tax legally imposed in such other state or city; provided, however, the amount of credit shall not exceed the tax owed to the City under this section.

F. The tax on telecommunication services imposed by this section shall be collected from the service user by the service supplier. The amount of tax collected in one (1) month shall be remitted to the Tax Administrator, and must be received by the Tax Administrator on or before the twentieth day of the following month.

3.07-050 Video Users' Tax.

A. There is hereby imposed a tax upon every person in the City using video services from a

video provider. The tax imposed by this subsection shall be at the rate of seven percent (7%) of the charges made for such services, and shall be collected from the service user by the video service supplier or its billing agent. There is a rebuttable presumption that video services, which are billed to a billing or service address in the City, are used, in whole or in part, within the City's boundaries, and such services are subject to taxation under this chapter. If the billing address of the service user is different from the service address, the service address of the service user shall be used for purposes of imposing the tax.

B. As used in this section, the term "charges" shall include, but is not limited to, charges for the following:

1. Fees, charges or surcharges imposed by any State or Federal agency or law; including franchise fees and access fees (PEG): whether such fees, charges or surcharges are imposed on the service supplier or the customer;

2. Initial installation of equipment necessary for provision and receipt of video services;

3. Late fees, collection fees, bad debt recoveries, and return check fees;

4. Activation fees, reactivation fees; termination or early termination charges; and reconnection fees;

5. Video programming and video services;

6. Ancillary video programming services (e.g., electronic program guide services, search functions, recording functions, or other interactive services or communications that are ancillary, necessary or common to the use or enjoyment of the video services);

7. Equipment leases (e.g., remote, set box, recording and/or search devices; converters); and

8. Service calls, service protection plans, name changes, changes of services, and special services.

C. As used in this section, the term "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by the service user in exchange for the video services.

D. The Tax Administrator may issue and disseminate to video service suppliers, which are subject to the tax collection requirements of this chapter, an administrative ruling identifying those video services, or charges therefor, that are subject to or not subject to the tax of subsection A of this section.

E. The tax imposed by this section shall be collected from the service user by the video service supplier, its billing agent, or a reseller of such services. In the case of video service, the service user shall be deemed to be the purchaser of the bulk video service (e.g., an apartment owner), unless such service is resold to individual users, in which case the service user shall be

the ultimate purchaser of the video service. The amount of tax collected in one (1) month shall be remitted to the Tax Administrator, and must be received by the Tax Administrator on or before the twentieth day of the following month.

3.07-060 Electricity Users' Tax.

A. There is hereby imposed a tax upon every person using electricity in the City. The tax imposed by this section shall be at the rate of seven percent (7%) of the charges made for such electricity, and for any supplemental services or other associated activities directly related to and/or necessary for the provision of electricity to the service user, which are provided by a service supplier or non-utility service supplier to a service user. The tax shall be collected from the service user by the service supplier or non-utility service supplier, or its billing agent.

B. As used in this section, the term "charges" shall apply to all services, components and items that are: (1) necessary or common to the receipt, use and enjoyment of electric service; or (2) currently, or historically have been, included in a single or bundled rate for electric service by a local distribution company to a class of retail customers. The term "charges" shall include, but is not limited to, the following charges:

1. Energy charges;

2. Distribution or transmission charges;

3. Metering charges;

4. Standby, reserves, firming, voltage support, regulation, emergency, or other similar charges for supplemental services to self-generation service users;

5. Customer charges, late charges, service establishment or reestablishment charges, termination or early termination charges, demand charges, fuel or other cost adjustments, power exchange charges, independent system operator (ISO) charges, stranded investment or competitive transition charges (CTC), public purpose program charges, nuclear decommissioning charges, trust transfer amounts (bond financing charges), franchise fees, franchise surcharges, annual and monthly charges, and other charges, fees and surcharges which are necessary to or common for the receipt, use and enjoyment of electric service; and

6. Fees, charges or surcharges imposed by any State or Federal agency or law, whether or not such fees, charges or surcharges appear on a bundled or line item basis on the customer billing, or whether they are imposed on the service provider or the customer.

C. As used in this section, the term "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by the service user in exchange for the electricity or services related to the provision of such electricity.

D. The Tax Administrator, from time to time, may survey the electric service suppliers to identify the various unbundled billing components of electric retail service that they commonly

provide to residential and commercial/industrial customers in the City, and the charges therefor, including those items that are mandated by State or Federal regulatory agencies as a condition of providing such electric service. The Tax Administrator, thereafter, may issue and disseminate to such electric service providers an administrative ruling identifying those components and items which are: (1) necessary or common to the receipt, use or enjoyment of electric service; or (2) currently, or historically have been, included in a single or bundled rate for electric service by a local distribution company to a class of retail customers. Unbundled charges for such components and items shall be subject to the tax of subsection A of this section.

E. As used in this section, the term "using electricity" shall not be construed to include the mere receiving of such electricity by an electric public utility or governmental agency at a point within the City for resale.

F. The tax on electricity provided by self-production or by a non-utility service supplier not under the jurisdiction of this chapter shall be collected and remitted in the manner set forth in Section 3.07-080. All other taxes on charges for electricity imposed by this section shall be collected from the service user by the electric service supplier or its billing agent. The amount of tax collected in one (1) month shall be remitted to the Tax Administrator, and must be received by the Tax Administrator on or before the twentieth day of the following month; or, at the option of the person required to collect and/or remit the tax, such person shall remit an estimated amount of tax measured by the tax billed in the previous month or upon the payment pattern of the service user, which must be received by the Tax Administrator on or before the twentieth day of following month; provided, that the service user shall submit an adjusted payment or request for credit, as appropriate, within sixty (60) days following each calendar quarter. The credit, if approved by the Tax Administrator, may be applied against any subsequent tax bill that becomes due.

3.07-070 Gas Users' Tax.

A. There is hereby imposed a tax upon every person using gas in the City, which is delivered through a pipeline distribution system or by mobile transport. The tax imposed by this section shall be at the rate of seven percent (7%) of the charges made for such gas, including all services related to the storage, transportation and delivery of such gas. The tax shall be collected from the service user by the service supplier or non-utility service supplier, or its billing agent, and shall apply to all uses of gas, including but not limited to heating, electric generation by a nonpublic utility, and the use of gas as a component of a manufactured product.

B. As used in this section, the term "charges" shall apply to all services, components and items for gas service that are: (1) necessary or common to the receipt, use and enjoyment of gas service; or (2) currently, or historically have been, included in a single or bundled rate for gas service by a local distribution company to a class of retail customers. The term "charges" shall include, but is not limited to, the following charges:

1. The commodity charges for purchased gas, or the cost of gas owned by the service user (including the actual costs attributed to drilling, production, lifting, storage, gathering, trunkline, pipeline, and other operating costs associated with the production and delivery of such gas), which is delivered through a gas pipeline distribution system;

2. Gas transportation charges (including interstate charges to the extent not included in commodity charges);

3. Storage charges; provided, however, that the service provider shall not be required to apply the tax to any charges for gas storage services when the service providers cannot, as a practical matter, determine the jurisdiction where such stored gas is ultimately used; but it shall be the obligation of the service user to self-collect the amount of tax not applied to any charge for gas storage by the service supplier and to remit the tax to the appropriate jurisdiction;

Capacity or demand charges, late charges, service establishment or reestablishment charges, termination or early termination charges, marketing charges, administrative charges, transition charges, customer charges, minimum charges, annual and monthly charges, and any other charges which are necessary or common to the receipt, use and enjoyment of gas service; and

4. Fees, charges or surcharges imposed by any State or Federal agency or law, whether or not such fees, charges or surcharges appear on a bundled or line item basis on the customer billing, or whether they are imposed on the service provider or the customer.

C. As used in this section, the term "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by the service user in exchange for the gas or services related to the delivery of such gas.

D. The Tax Administrator, from time to time, may survey the gas service suppliers to identify the various unbundled billing components of gas retail service that they commonly provide to residential and commercial/industrial customers in the City, and the charges therefor, including those items that are mandated by State or Federal regulatory agencies as a condition of providing such gas service. The Tax Administrator, thereafter, may issue and disseminate to such gas service suppliers an administrative ruling identifying those components and items which are: (1) necessary or common to the receipt, use or enjoyment of gas service; or (2) currently, or historically have been, included in a single or bundled rate for gas service by a local distribution company to a class of retail customers. Charges for such components and items shall be subject to the tax of subsection A of this section.

E. As used in this section, the term "using gas" shall not be construed to include the mere receiving of such gas by a gas public utility or governmental agency at a point within the City for resale.

F. The tax on gas provided by self-production or by a non-utility service supplier not under the jurisdiction of this chapter shall be collected and remitted in the manner set forth in Section 3.07-080. All other taxes on charges for gas imposed by this section shall be collected from the service user by the gas service supplier or its billing agent. The amount of tax collected in one (1) month shall be remitted to the Tax Administrator, and must be received by the Tax Administrator on or before the twentieth day of the following month; or, at the option of the person required to collect and/or remit the tax, such person shall remit an estimated amount of

tax measured by the tax billed in the previous month or upon the payment pattern of the service user, which must be received by the Tax Administrator on or before the twentieth day of the following month; provided, that the service user shall submit an adjusted payment or request for credit, as appropriate, within sixty (60) days following each calendar quarter. The credit, if approved by the Tax Administrator, may be applied against any subsequent tax bill that becomes due.

3.07-080 Collection of Tax from Service Users Receiving Direct Purchase of Gas or Electricity

A. Any service user subject to the tax imposed by Section 3.07-060 or 3.07-070, which produces gas or electricity for self-use; which receives gas or electricity, including any related supplemental services, directly from a non-utility service supplier not under the jurisdiction of this chapter; or which, for any other reason, is not having the full tax collected and remitted by its service supplier, a non-utility service supplier, or its billing agent on the use of gas or electricity in the City, including any related supplemental services, shall report said fact to the Tax Administrator and shall remit the tax due directly to the Tax Administrator within thirty (30) days of such use. In lieu of paying said actual tax, the service user may, at its option, remit to the Tax Administrator within thirty (30) days for such use an estimated amount of tax measured by the tax billed in the previous month, or upon the payment pattern of similar customers of the service supplier using similar amounts of gas or electricity; provided, that the service user shall submit an adjusted payment or request for credit, as appropriate, within sixty (60) days following each calendar quarter. The credit, if approved by the Tax Administrator, may be applied against any subsequent tax bill that becomes due.

B. The Tax Administrator may require said service user to identify its non-utility service supplier and provide, subject to audit, invoices, books of account, or other satisfactory evidence documenting the quantity of gas or electricity used, including any related supplemental services, and the cost or price thereof. If the service user is unable to provide such satisfactory evidence, or, if the administrative cost of calculating the tax in the opinion of the Tax Administrator is excessive, the Tax Administrator may determine the tax by applying the tax rate to the equivalent charges the service user would have incurred if the gas or electricity used, including any related supplemental services, had been provided by the service supplier that is the primary supplier of gas or electricity within the City.

C. If the service user or its agent produces electricity for self-use and fails to meter the amount of electricity used by the service user, or fails to meter the amount of electricity that is taken against electricity provided by a service supplier (e.g., net-metering), the Tax Administrator may, for purposes of calculating the tax hereunder, estimate the amount of electricity that is self-produced based on the manufacturer's estimate of annual electricity generation for the facility used by the service user to generate electricity.

3.07-090 Nonresidential Rebate (Gas and Electricity)

Except as otherwise provided herein, any nonresidential service user, other than an electrical corporation or gas corporation, with combined electric and gas taxes of more than the amount established by resolution of the Council but not to exceed Nine Thousand Nine Hundred and

no/100ths ($9,900.00) Dollars, which amount shall be annually adjusted each fiscal year to reflect the Consumer Price Index (CPI), shall receive a rebate from taxes collected in excess of the amount established by resolution of the Council during a fiscal year for such use. Rebates shall be made monthly. Businesses eligible for the decreased tax described above shall advise the City of any rebate due by submitting a copy of each month's electric and gas bills to the City Finance Director.

3.07-100 Water Users' Tax

A. There is imposed a tax upon every person using water in the City which is transported and delivered through a pipeline distribution system. The tax imposed by this section shall be at the rate of seven percent (7%) of the charges made for such water.

B. As used in this section, the term "charges" shall apply to all services, components and items that are: (1) necessary for or common to the receipt, use or enjoyment of water service; or (2) currently are or historically have been included in a single or bundled rate for water service by a local distribution company to a class of retail customers. The term "charges" shall include, but is not limited to, the following charges: water commodity charges (potable and nonpotable); distribution or transmission charges; metering charges; customer charges; fire protection services; late charges; service establishment or reestablishment charges; franchise fees; franchise surcharges; annual and monthly charges; and other charges, fees and surcharges which are necessary for or common to the receipt, use or enjoyment of water service; and charges, fees, or surcharges, which are mandated by any State or Federal agency or law, or a water district, whether or not such charges, fees, or surcharges appear on a bundled or line item basis on the customer billing.

C. As used in this section, the term "charges" shall include the value of any other services, credits, property of every kind or nature, or other consideration provided by the service user in exchange for the water services.

D. The Tax Administrator, from time to time, may survey the water service suppliers in the City to identify the various unbundled billing components of water retail service that they commonly provide to residential and commercial/industrial customers in the City, and the charges therefor, including those items that are mandated by a water district or a State or Federal agency as a condition of providing such water service. The Tax Administrator, thereafter, may issue and disseminate to such water service suppliers an administrative ruling identifying those components and items which are: (1) necessary for or common to the receipt, use or enjoyment of water service; or (2) currently are or historically have been included in a single or bundled rate for water service by a local distribution company to a class of retail customers. Charges for such components and items shall be subject to the tax of subsection A of this section.

E. The tax on water service imposed by this section shall be collected from the service user by the water service supplier or its billing agent. The amount of tax collected in one (1) month shall be remitted to the Tax Administrator, and must be received by the Tax Administrator on or before the twentieth day of the following month.

3.07-110 Effect of Commingling Taxable Items with Nontaxable Items

If any nontaxable service charges are combined with and not separately stated from taxable service charges on the customer bill or invoice of a service supplier, the combined charge is subject to tax unless the service supplier is able to establish reasonable values for the portions of the combined charge that are nontaxable and taxable. If the service supplier offers a combination of taxable and nontaxable services, and the charges are separately stated, the service supplier shall assign reasonable values for the taxable and nontaxable services. In assigning reasonable values for taxable and nontaxable services under this section, the service supplier may use reasonable and verifiable standards, as approved by the Tax Administrator, such as: (a) the books and records kept in the regular course of business and in accordance with generally accepted accounting principles (not created and maintained for tax purposes); (b) the market value of such taxable and nontaxable services when offered on a stand-alone basis by the supplier or its competitors; or (c) other similar evidence of value. The service supplier has the burden of proving to the satisfaction of the Tax Administrator the proper valuation and apportionment of taxable and nontaxable charges under this section.

3.07-120 Substantial Nexus/Minimum Contacts

For purposes of imposing a tax or establishing a duty to collect and remit a tax under this chapter, "substantial nexus," "substantial economic presence," and "minimum contacts" shall be construed broadly in favor of the imposition, collection and/or remittance of the utility users' tax to the fullest extent permitted by State and Federal law, and as it may change from time to time by judicial interpretation or by statutory enactment. Any telecommunication service (including VoIP) used by a person with a service address in the City, which service is capable of terminating a call to another person on the general telephone network, shall be subject to a rebuttable presumption that "substantial nexus/minimum contacts" exists for purposes of imposing a tax, or establishing a duty to collect and remit a tax, under this chapter. A service supplier shall be deemed to have sufficient activity in the City for tax collection and remittance purposes if its activities include, but are not limited to, any of the following: maintains or has within the City, directly or through an agent, affiliate or subsidiary, a place of business of any nature; solicits business in the City by employees, independent contractors, resellers, agents, affiliates or other representatives; solicits business in the City on a continuous, regular, seasonal or systematic basis by means of advertising that is broadcast or relayed from a transmitter within the City or distributed from a location within the City; or advertises in newspapers or other periodicals printed and published within the City or through materials distributed in the City by means other than the United States mail; or if there are activities performed in the City on behalf of the service supplier that are significantly associated with the service supplier's ability to establish and maintain a market in the City for the provision of utility services that are subject to a tax under this chapter (e.g., an affiliated person engaging in activities in the City that inure to the benefit of the service supplier in its development or maintenance of a market for its services in the City).

3.07-130 Duty to Collect – Procedures

A. Collection by Service Suppliers. The duty of service suppliers to collect and remit the taxes imposed by the provisions of this chapter shall be performed as follows:

1. The tax shall be collected by service suppliers insofar as practicable at the same

time as, and along with, the collection of the charges made in accordance with the regular billing practice of the service supplier. Where the amount paid by a service user to a service supplier is less than the full amount of the charge and tax that was accrued for the billing period, a proportionate share of both the charge and the tax shall be deemed to have been paid. In those cases where a service user has notified the service supplier of refusal to pay the tax imposed on said charges, Section 3.07-160 shall apply.

2. The duty of a service supplier to collect the tax from a service user shall commence with the beginning of the first regular billing period applicable to the service user where all charges normally included in such regular billing are subject to the provisions of this chapter. Where a person receives more than one (1) billing, one (1) or more being for different periods than another, the duty to collect shall arise separately for each billing period.

B. Filing Return and Payment. Each person required by this chapter to remit a tax shall file a return to the Tax Administrator, on forms approved by the Tax Administrator, on or before the due date. The full amount of the tax collected shall be included with the return and filed with the Tax Administrator. The Tax Administrator is authorized to require such additional information as he or she deems necessary to determine if the tax is being levied, collected, and remitted in accordance with this chapter. Returns are due immediately upon cessation of business for any reason. Pursuant to Revenue and Tax Code Section 7284.6, the Tax Administrator, and its agents, shall maintain such filing returns as confidential information that is exempt from the disclosure provisions of the Public Records Act.

3.07-140 Collection Penalties – Service Suppliers or Self-Collectors

A. Taxes collected from a service user, or owed by a service user subject to Section 3.07-080, are delinquent if not received by the Tax Administrator on or before the due date. Should the due date occur on a weekend or legal holiday, the return must be received by the Tax Administrator on the first regular working day following the weekend or legal holiday. A direct deposit, including electronic fund transfers and other similar methods of electronically exchanging monies between financial accounts, made by a service supplier in satisfaction of its obligations under this section shall be considered timely if the transfer is initiated on or before the due date, and the transfer settles into the City's account on the following business day.

B. If the person required to collect and/or remit the utility users' tax fails to collect the tax (by failing to properly assess the tax on one (1) or more services or charges on the customer's billing) or fails to remit the tax collected on or before the due date, or, in the case of a service user that fails to properly self-collect and remit the tax under Section 3.07-080 on or before the due date, the Tax Administrator shall attach a penalty for such delinquencies or deficiencies at the rate of fifteen (15%) percent of the total tax that is delinquent or deficient in the remittance, and shall pay interest at the rate of three-quarters (0.75%) percent per month, or any fraction thereof, on the amount of the tax, exclusive of penalties, from the date on which the remittance first becomes delinquent, until paid.

C. The Tax Administrator shall have the power to impose additional penalties upon persons required to collect and remit taxes pursuant to the provisions of this chapter for fraud or gross

negligence in reporting or remitting at the rate of fifteen (15%) percent of the amount of the tax collected and/or required to be remitted, or as recomputed by the Tax Administrator.

D. For collection purposes only, every penalty imposed and such interest that is accrued under the provisions of this section shall become a part of the tax herein required to be paid.

E. Notwithstanding the foregoing, the Tax Administrator may, in his or her discretion, modify the due dates and/or penalty and interest provisions of this section to be consistent with any uniform standards or procedures that are mutually agreed upon by UUT public agencies, or otherwise legally established, to create a UUT central payment location or mechanism.

3.07-150 Deficiency Determination and Assessment – Tax Application Errors

A. The Tax Administrator shall make a deficiency determination if he or she determines that any person required to pay or collect taxes pursuant to the provisions of this chapter has failed to pay, collect, and/or remit the proper amount of tax by improperly applying or failing to apply the tax to one or more taxable services or charges. Nothing herein shall require that the Tax Administrator institute proceedings under this section if, in the opinion of the Tax Administrator, the cost of collection or enforcement likely outweighs the tax benefit.

B. The Tax Administrator shall mail a notice of such deficiency determination to the person required to pay or remit the tax, which notice shall refer briefly to the amount of the taxes owed, plus interest at the rate of three-quarters (0.75%) percent per month, or any fraction thereof, on the amount of the tax from the date on which the tax should have been received by the City. Within fourteen (14) calendar days after the date of service of such notice, the person may send a request in writing to the Tax Administrator asking for a hearing on the matter.

C. If the person fails to request a hearing within the prescribed time period, the amount of the deficiency determination shall become a final assessment, and shall immediately be due and owing to the City. If the person requests a hearing, the Tax Administrator shall cause the matter to be set for hearing, which shall be scheduled within thirty (30) days after receipt of the written request for hearing. Notice of the time and place of the hearing shall be mailed by the Tax Administrator to such person at least ten (10) calendar days prior to the hearing, and, if the Tax Administrator desires said person to produce specific records at such hearing, such notice may designate the records requested to be produced.

D. At the time fixed for the hearing, the Tax Administrator shall hear all relevant testimony and evidence, including that of any other interested parties. At the discretion of the Tax Administrator, the hearing may be continued from time to time for the purpose of allowing the presentation of additional evidence. Within a reasonable time following the conclusion of the hearing, the Tax Administrator shall issue a final assessment (or nonassessment), thereafter, by confirming, modifying or rejecting the original deficiency determination, and shall mail a copy of such final assessment to person owing the tax. The decision of the Tax Administrator may be appealed pursuant to Section 3.07-210. Filing an application with the Tax Administrator and appeal to the City Manager, or designee, pursuant to Section 3.07-210 is a prerequisite to a suit thereon.

E. Payment of the final assessment shall become delinquent if not received by the Tax

Administrator on or before the thirtieth day following the date of receipt of the notice of final assessment. The penalty for delinquency shall be fifteen (15%) percent on the total amount of the assessment, along with interest at the rate of three-quarters (0.75%) percent per month, or any fraction thereof, on the amount of the tax, exclusive of penalties, from the date of delinquency, until paid. The applicable statute of limitations regarding a claim by the City seeking payment of a tax assessed under this chapter shall commence from the date of delinquency as provided in this subsection E.

F. All notices under this chapter may be sent by regular mail, postage prepaid, and shall be deemed received on the third calendar day following the date of mailing, as established by a proof of mailing.

3.07-160 Administrative Remedy – Nonpaying Service Users

A. Whenever the Tax Administrator determines that a service user has deliberately withheld the amount of the tax owed by the service user from the amounts remitted to a person required to collect the tax, or whenever the Tax Administrator deems it in the best interest of the City, he or she may relieve such person of the obligation to collect the taxes due under this section from certain named service users for specific billing periods. Whenever the service user has failed to pay the amount of tax owed for a period of two (2) or more billing periods, the service supplier shall be relieved of the obligation to collect taxes due. The service supplier shall provide the City with the names and addresses of such service users and the amounts of taxes owed under the provisions of this section. Nothing herein shall require that the Tax Administrator institute proceedings under this section if, in the opinion of the Tax Administrator, the cost of collection or enforcement likely outweighs the tax benefit.

B. In addition to the tax owed, the service user shall pay a delinquency penalty at the rate of fifteen (15%) percent of the total tax that is owed, and shall pay interest at the rate of three-quarters (0.75%) percent per month, or any fraction thereof, on the amount of the tax, exclusive of penalties, from the due date, until paid.

C. The Tax Administrator shall notify the nonpaying service user that the Tax Administrator has assumed the responsibility to collect the taxes due for the stated periods and demand payment of such taxes, including penalties and interest. The notice shall be served on the service user by personal delivery or by deposit of the notice in the United States mail, postage prepaid, addressed to the service user at the address to which billing was made by the person required to collect the tax; or, should the service user have a change of address, to his or her last known address.

D. If the service user fails to remit the tax to the Tax Administrator within thirty (30) days from the date of the service of the notice upon him or her, the Tax Administrator may impose an additional penalty of fifteen (15%) percent of the amount of the total tax that is owed.

3.07-170 Actions to Collect

Any tax required to be paid by a service user under the provisions of this chapter shall be deemed a debt owed by the service user to the City. Any such tax collected from a service user which has not been remitted to the Tax Administrator shall be deemed a debt owed to the City by the

person required to collect and remit and shall no longer be a debt of the service user. Any person owing money to the City under the provisions of this chapter shall be liable in an action brought in the name of the City for the recovery of such amount, including penalties and interest as provided for in this chapter, along with any collection costs incurred by the City as a result of the person's noncompliance with this chapter, including, but not limited to, reasonable attorney's fees. In the event that a service user or service supplier owing a tax under this chapter files bankruptcy, then such debt to the City shall be deemed an unsecured priority excise tax obligation under 11 U.S.C.A. Section 507(a)(8)(C). Service suppliers who seek to collect charges for service in bankruptcy proceedings shall also include in any such claim the amount of taxes due the City for those services, unless the Tax Administrator determines that such duty is in conflict with any Federal or State law, rule, or regulation or that such action would be administratively impractical.

3.07-180 Additional Powers and Duties of the Tax Administrator

A. The Tax Administrator shall have the power and duty, and is hereby directed, to enforce each and all of the provisions of this chapter.

B. The Tax Administrator may adopt administrative rules and regulations consistent with provisions of this chapter for the purpose of interpreting, clarifying, carrying out and enforcing the payment, collection and remittance of the taxes herein imposed. The administrative ruling shall not impose a new tax, revise an existing tax methodology as stated in this chapter, or increase an existing tax, except as allowed by California Government Code Section 53750(h)(2). A copy of such administrative rules and regulations shall be on file in the Tax Administrator's office. To the extent that the Tax Administrator determines that the tax imposed under this chapter shall not be collected in full for any period of time from any particular service supplier or service user, that determination shall be considered an exercise of the Tax Administrator's discretion to settle disputes and shall not constitute a change in taxing methodology for purposes of Government Code Section 53750 or otherwise. The Tax Administrator is not authorized to amend the City's methodology for purposes of Government Code Section 53750 and the City does not waive or abrogate its ability to impose the utility users' tax in full as a result of promulgating administrative rulings or entering into agreements.

C. Upon a proper showing of good cause, the Tax Administrator may make administrative agreements, with appropriate conditions, to vary from the strict requirements of this chapter and thereby: (1) conform to the billing procedures of a particular service supplier (or service user subject to Section 3.07-080) so long as said agreements result in the collection of the tax in conformance with the general purpose and scope of this chapter; or (2) to avoid a hardship where the administrative costs of collection and remittance greatly outweigh the tax benefit. A copy of each such agreement shall be on file in the Tax Administrator's office, and are voidable by the Tax Administrator or the City at any time.

D. The Tax Administrator may conduct an audit, to ensure proper compliance with the requirements of this chapter, of any person required to collect and/or remit a tax pursuant to this chapter. The Tax Administrator shall notify said person of the initiation of an audit in writing. In the absence of fraud or other intentional misconduct, the audit period or review shall not exceed a period of three (3) years next preceding the date of receipt of the written notice by said person

from the Tax Administrator. Upon completion of the audit, the Tax Administrator may make a deficiency determination pursuant to Section 3.07-150 for all taxes (and applicable penalties and interest) owed and not paid, as evidenced by information provided by such person to the Tax Administrator. If said person is unable or unwilling to provide sufficient records to enable the Tax Administrator to verify compliance with this chapter, the Tax Administrator is authorized to make a reasonable estimate of the deficiency. Said reasonable estimate shall be entitled to a rebuttable presumption of correctness.

E. Upon receipt of a written request of a taxpayer, and for good cause, the Tax Administrator may extend the time for filing any statement required pursuant to this chapter for a period of not to exceed forty-five (45) days; provided, that the time for filing the required statement has not already passed when the request is received. No penalty for delinquent payment shall accrue by reason of such extension. Interest shall accrue during said extension at the rate of three-quarters (0.75%) percent per month, prorated for any portion thereof.

F. The Tax Administrator shall determine the eligibility of any person who asserts a right to exemption from, or a refund of, the tax imposed by this chapter.

G. The Tax Administrator, with the written approval of the City Attorney, may compromise a claim pursuant to this chapter where the portion of the claim proposed to be released is equal to or less than Four Thousand Nine Hundred Ninety-Nine and no/100ths ($4,999.00) Dollars; and, with the approval of the City Attorney and the City Council, may compromise such a claim where the portion proposed to be released is greater than Four Thousand Nine Hundred Ninety-Nine and no/100ths ($4,999.00) Dollars.

H. Notwithstanding any provision in this chapter to the contrary, the Tax Administrator may waive any penalty or interest imposed upon a person required to collect and/or remit for failure to collect the tax imposed by this chapter if, in the opinion of the Tax Administrator, the noncollection occurred in good faith. In determining whether the noncollection was in good faith, the Tax Administrator may take into consideration the uniqueness of the product or service, industry practice or other precedence, or whether the person offers to voluntarily disclose its tax liability. To encourage voluntary full disclosure and on-going cooperation on tax collection and remittance, the Tax Administrator, and its agents, may enter into agreements with the tax-collecting service providers and grant prospective only effect on any changes regarding the taxation of services or charges that were previously deemed by the service provider, in good faith and without gross negligence, to be nontaxable. In determining whether the noncollection was in good faith and without gross negligence, the Tax Administrator may take into consideration the uniqueness of the product or service, industry practice or other precedence, and whether the disclosure was voluntarily made by the service provider or its agent.

3.07-190 Records

A. It shall be the duty of every person required to collect and/or remit to the City any tax imposed by this chapter to keep and preserve, for a period of at least three (3) years, all records as may be necessary to determine the amount of such tax that such person may have been liable for the collection of and remittance to the Tax Administrator, which records the Tax Administrator shall have the right to inspect at a reasonable time.

B. The Tax Administrator may issue an administrative subpoena to compel a person to deliver, to the Tax Administrator, copies of all records deemed necessary by the Tax Administrator to establish compliance with this chapter, including the delivery of records in a common electronic format on readily available media if such records are kept electronically by the person in the usual and ordinary course of business. As an alternative to delivering the subpoenaed records to the Tax Administrator on or before the due date provided in the administrative subpoena, such person may provide access to such records outside the City on or before the due date; provided, that such person shall reimburse the City for all reasonable travel expenses incurred by the City to inspect those records, including travel, lodging, meals, and other similar expenses, but excluding the normal salary or hourly wages of those persons designated by the City to conduct the inspection.

C. The Tax Administrator is authorized to execute a nondisclosure agreement approved by the City Attorney to protect the confidentiality of customer information pursuant to California Revenue and Tax Code Sections 7284.6 and 7284.7. The Tax Administrator may request from a person providing transportation or distribution services of gas or electricity to service users within the City, a list of the names, billing and service addresses, quantities of gas or electricity delivered, and other pertinent information, of its transportation customers within the City pursuant to Section 6354(e) of the California Public Utilities Code.

D. If a service supplier uses a billing agent or billing aggregator to bill, collect, and/or remit the tax, the service supplier shall: (1) provide to the Tax Administrator the name, address and telephone number of each billing agent and billing aggregator currently authorized by the service supplier to bill, collect, and/or remit the tax to the City; and (2) upon request of the Tax Administrator, deliver, or effect the delivery of, any information or records in the possession of such billing agent or billing aggregator that, in the opinion of the Tax Administrator, is necessary to verify the proper application, calculation, collection and/or remittance of such tax to the City.

E. If any person subject to record-keeping under this chapter unreasonably denies the Tax Administrator, or the Tax Administrator's designated representative, access to such records, or fails to produce the information requested in an administrative subpoena within the time specified, the Tax Administrator may impose a penalty of Five Hundred and no/100ths ($500.00) Dollars on such person for each day following: (1) the initial date that the person refuses to provide such access; or (2) the due date for production of records as set forth in the administrative subpoena. This penalty shall be in addition to any other penalty imposed under this chapter.

3.07-200 Refunds/Credits

Whenever the amount of any tax has been overpaid or paid more than once or has been erroneously or illegally collected or received by the Tax Administrator under this chapter, it may be refunded or credited as provided in this section:

A. The Tax Administrator may refund any tax that has been overpaid or paid more than once or has been erroneously or illegally collected or received by the Tax Administrator under this chapter; provided, that no refund shall be paid under the provisions of this section unless the claimant or his or her guardian, conservator, executor, or administrator has submitted a written

claim to the Tax Administrator within one (1) year of the overpayment or erroneous or illegal collection of said tax. Such claim must clearly establish claimant's right to the refund by written records showing entitlement thereto. To the extent allowed by law, nothing herein shall permit the filing of a claim on behalf of a class or group of taxpayers unless each member of the class has submitted a written claim under penalty of perjury as provided by this section.

B. The submission of a written claim, which is acted upon by the City Council, shall be a prerequisite to a suit thereon. (See Section 935 of the California Government Code). The Tax Administrator, or the City Council where the claim is in excess of Four Thousand Nine Hundred Ninety-Five and no/100ths ($4,995.00) Dollars, shall act upon the refund claim within the time period set forth in Government Code Section 912.4. If the City Council fails or refuses to act on a refund claim within the time prescribed by Government Code Section 912.4, the claim shall be deemed to have been rejected by the City Council on the last day of the period within which the City Council was required to act upon the claim as provided in Government Code Section 912.4. The Tax Administrator shall give notice of the action in a form that substantially complies with that set forth in Government Code Section 913.

C. Notwithstanding the notice provisions of subsection A of this section, the Tax Administrator may, at his or her discretion, give written permission to a service supplier, who has collected and remitted any amount of tax in excess of the amount of tax imposed by this chapter, to claim credit for such overpayment against the amount of tax which is due the City upon a subsequent monthly return(s) to the Tax Administrator; provided, that, prior to taking such credit by the service supplier: (1) such credit is claimed in a return dated no later than one (1) year from the date of overpayment or erroneous collection of said tax; (2) the Tax Administrator is satisfied that the underlying basis and amount of such credit has been reasonably established; and (3) in the case of an overpayment by a service user to the service supplier that has been remitted to the City, the Tax Administrator has received proof, to his or her satisfaction, that the overpayment has been refunded by the service supplier to the service user in an amount equal to the requested credit.

3.07-210 Appeals

A. The provisions of this section apply to any decision (other than a decision relating to a refund pursuant to Section 3.07-200), deficiency determination, assessment, or administrative ruling of the Tax Administrator. Any person aggrieved by any decision (other than a decision relating to a refund pursuant to Section 3.07-200), deficiency determination, assessment, or administrative ruling of the Tax Administrator, shall be required to comply with the appeals procedure of this section. Compliance with this section shall be a prerequisite to a suit thereon. (See Government Code Section 935(b)). To the extent allowed by law, nothing herein shall permit the filing of a claim or action on behalf of a class or group of taxpayers.

B. If any person is aggrieved by any decision (other than a decision relating to a refund pursuant to Section 3.07-200), deficiency determination, assessment, or administrative ruling of the Tax Administrator; he or she may appeal to the City Manager by filing a notice of appeal with the City Clerk within fourteen (14) days of the date of the decision, deficiency determination, assessment, or administrative ruling of the Tax Administrator which aggrieved the service user or service supplier.

C. The matter shall be scheduled for hearing before an independent hearing officer selected by the City Manager, or designee, no more than thirty (30) days from the receipt of the appeal. The appellant shall be served with notice of the time and place of the hearing, as well as any relevant materials, at least five (5) calendar days prior to the hearing. The hearing may be continued from time to time upon mutual consent. At the time of the hearing, the appealing party, the Tax Administrator, the City Manager, and any other interested person may present such relevant evidence as he or she may have relating to the determination from which the appeal is taken.

D. Based upon the submission of such evidence and the review of the City's files, the City Manager shall issue a written notice and order upholding, modifying or reversing the determination from which the appeal is taken. The notice shall be given within fourteen (14) days after the conclusion of the hearing and shall state the reasons for the decision. The notice shall specify that the decision is final and that any petition for judicial review shall be filed within ninety (90) days from the date of the decision in accordance with Code of Civil Procedure Section 1094.6.

E. All notices under this section may be sent by regular mail, postage prepaid, and shall be deemed received on the third calendar day following the date of mailing, as established by a proof of mailing.

3.07-220 No Injunction/Writ of Mandate

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action, or proceeding in any court against this City or against any officer of the City to prevent or enjoin the collection under this chapter of any tax or any amount of tax required to be collected and/or remitted.

3.07-230 Remedies Cumulative

All remedies and penalties prescribed by this chapter or Title 1, or which are available under any other provision of law or equity, including but not limited to the California False Claims Act (Government Code Section 12650 et seq.) and the California Unfair Practices Act (Business and Professions Code Section 17070 et seq.), are cumulative. The use of one (1) or more remedies by the City shall not bar the use of any other remedy for the purpose of enforcing the provisions of this section.

3.07-240 Notice of Changes to Ordinance

If a tax under this chapter is added, repealed, increased, reduced, or the tax base is changed, the Tax Administrator shall follow the notice requirements of Public Utilities Code Section 799.

3.07-250 Future Amendment to Cited Statute

Unless specifically provided otherwise, any reference to a State or Federal statute in this chapter shall mean such statute as it may be amended from time to time. To the extent that the City's authorization to collect or impose any tax imposed under this chapter is expanded or limited as a result of an amendment or new enactment of a State or Federal law, no amendment or

modification of this chapter shall be required to conform the tax to those changes, and the tax shall be imposed and collected to the full extent of the authorization up to the full amount of the tax imposed under this chapter.

3.07-260 Annual Rate Review and Independent Audit of Tax Collection, Exemption, Remittance and Expenditure

The City shall annually verify that the taxes owed under this section have been properly applied, exempted, collected, and remitted in accordance with this section, and properly expended according to applicable municipal law. The annual verification shall be performed by a qualified independent third party and the review shall employ reasonable, cost-effective steps to assure compliance, including the use of sampling audits. The verification shall not be required of tax remitters where the cost of the verification may exceed the tax revenues to be reviewed.

3.07-270 No Increase in Tax Percentage or Change in Methodology without Voter Approval – Amendment or Repeal

This chapter may be repealed or amended by the City Council without a vote of the people. However, as required by Chapter XIIIC of the California Constitution, voter approval is required for any amendment provision that would increase the rate of any tax levied pursuant to this chapter; provided, however, the following actions shall not constitute an increase of the rate of a tax:

A. The restoration of the rate of the tax to a rate that is no higher than that set by this chapter, if the City Council has acted to reduce the rate of the tax;

B. An action that interprets or clarifies the methodology of the tax, or any definition applicable to the tax, so long as such interpretation or clarification (even if contrary to some prior interpretation or clarification) is not inconsistent with the language of this chapter;

C. The establishment a class of persons that is exempt or excepted from the tax or the discontinuation of any such exemption or exception (other than the discontinuation of an exemption or exception specifically set forth in this chapter); and

D. The collection of the tax imposed by this chapter, even if the City had, for some period of time, failed to collect the tax.

Section 2. Expenditure of Revenues

The revenues from the tax imposed by this Ordinance shall be spent for unrestricted general revenue purposes of the City. All funds shall be spent locally. Nothing herein shall bind the City to use the proceeds for any specific purpose or function.

Section 3. Fiscal Accountability Provisions

The annual revenue generated by the tax imposed by this Ordinance and how it is used shall be included in the annual audit of the City 's financial operations by an independent certified public accountant. The results of the audit related to this Ordinance shall be reported to the City Council and made publicly available.

Section 4. Termination Date

The authority to levy the tax imposed by this Ordinance shall extend until ended by the voters.

Section 5. Effective Date

This Ordinance relates to the levying and collecting of a Utility Users' Tax and shall take effect immediately.

Section 6. Publication

The City Clerk is directed to cause this Ordinance to be published in the manner required by Council resolution.

***

This Ordinance was approved and adopted by a majority vote of the People of the City of Marina at the municipal election consolidated with the November 3, 2026, statewide election.

APPROVED:

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

2089029.1

July 3, 2026 Item No. **11b**

Honorable Mayor and Members of the City Council

City Council Public Hearing of July 7, 2026

CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2026-, APPROVING AMENDMENTS TO THE DOWNTOWN VITALIZATION SPECIFIC PLAN (DVSP) IN RESPONSE TO RECOMMENDATIONS OF THE PLANNING COMMISSION AND RECOMMENDATIONS OF A MARKET FEASIBILITY ANALYSIS PREPARED BY HDL ECONSOLUTIONS AND DETERMINE THAT SAID AMENDMENTS ARE EXEMPT FROM FURTHER ENVIRONMENTAL REVIEW PURSUANT TO CALIFORNIA CODE OF REGULATIONS TITLE 14, DIVISION 6, CHAPTER 3 (CEQA GUIDELINES) SECTION 15183 AND SECTION 15061(B)(3).

RECOMMENDATION: That the City Council consider adopting:

1. Resolution 2026-, approving amendments to the Downtown Vitalization Specific Plan in response to recommendations from the Planning Commission and the recommendations of a market feasibility analysis prepared by consulting firm HDL ECONSolutions and determine that said amendments to the Downtown Vitalization Specific Plan are subject to exemptions from environmental review in accordance with Sections 15183 and 15061(b)(3) of the CEQA Guidelines.

BACKGROUND

In October 2024, the Marina City Council adopted the Downtown Vitalization Specific Plan (DVSP) to guide the redevelopment and enhancement of Downtown Marina over the next several decades. The plan presents an aspirational vision for Marina's urban core as a vibrant, pedestrian-friendly city center encompassing mixed-use buildings, retail and office space, and new housing in alignment with the City's General Plan. The DVSP establishes a regulatory framework facilitating full build-out capacity of approximately 1.38 million square feet of commercial/retail space and up to 2,904 housing units, resulting in significant redevelopment potential.

In adopting the DVSP, the City Council directed staff to monitor the City's degree of success in implementation of the DVSP, requesting subsequent review by the City Council soon following Plan approval. To this end, in 2025, the City retained HdL ECONSolutions ("HdL") to prepare an economic and market assessment and retail void analysis assessment of the feasibility of the DVSP.

ANALYSIS/DISCUSSION

HDL Peer Review

In early 2025, the City retained HdL ECONSolutions to evaluate the feasibility of implementation of the Downtown Vitalization Specific Plan. In the report entitled, "City of Marina Downtown Vitalization Specific Plan – Peer Review Report" (attached as **EXHIBIT B**), the consultant team remarked about the aspirational nature of the DVSP and described the low probability for transformation of the subject land into a walkable traditional Downtown accommodating a blend of commercial, retail, dining, entertainment, and parks, with vertical mixed-use buildings and medium- to high-density residential uses as visualized within the conceptual 20-year timeframe.

The Peer Review provides recommendations regarding modifications and adjustments to the DVSP's land use regulations and design standards to create a practically implementable framework for facilitating a more discernible, destination-oriented urban center, as analyzed further below. In response to consultant recommendations, City staff revised the DVSP for review by members of the public and Planning Commission.

Recommendations of the Public and Planning Commission

On May 14, 2026, the Planning Commission held a public meeting to consider proposed amendments to the DVSP. Following deliberation, the Planning Commission adopted a motion of approval on a 6-0-1-0 vote, including the following:

a. Clarification to footnotes 8 and 9 of the draft amended Downtown Vitalization Specific Plan
b. Inclusion of a definition of short-term, midterm, and long-term timeframe and clear connection of programs advanced in the DVSP to items adopted in the City's budget
c. Clarification for connection of Program PF-5 in the included DVSP implementation matrix, with outreach to the business community included in the matrix
d. Clear characterization of the distinction between vertical and horizontal mixed-use development
e. Revision to Section 5.5 of the Downtown Vitalization Specific Plan to align with recommended revisions elsewhere in the DVSP, reinforcing the notion that the majority of land within the DVSP qualifies for exemption from vehicular parking requirements pursuant to California Assembly Bill (AB) 2097

In response to comments of the public and recommendations by the Planning Commission, staff have incorporated further amendments to the Downtown Vitalization Specific Plan, attached as **EXHIBIT D**. Staff underscored that targeted public improvements and facilitation of one or more catalyst projects may act to spur further development within the City's Downtown. Collectively, the edits assist in further enhancing and refining the document and amplifying the likelihood for its successful implementation.

ENVIRONMENTAL REVIEW

The proposed project will not result in new significant environmental impacts or effects or a substantial increase in the severity of significant effects previously identified in EIR No. 2023100567, which was certified for the Downtown Vitalization Specific Plan pursuant to CEQA Guidelines § 15183; Cal. Pub. Resources Code § 21083.3(b). Proposed amendments to the Downtown Vitalization Specific Plan will not include the potential to induce any adverse physical impact on the environment and therefore are exempt from further environmental review pursuant to CEQA Guidelines Section 15183. The proposed amendments are additionally exempt pursuant to Guidelines Section 15061(b)(3), because there is no possibility that the activity in question may have a significant effect on the environment.

CONCLUSION

Requested amendments to the Downtown Vitalization Specific Plan is submitted for City Council consideration and action.

Respectfully submitted,

_____
Timothy Maier, AICP
Planning Services Manager, Community Development Dept.
City of Marina

REVIEWED/CONCUR:

_____
Guido Persicone, AICP
Director, Community Development Dept.
City of Marina

_____
Layne Long
City Manager
City of Marina

Attachments
Exhibit A- Link to May 14, 2026, Planning Commission Report
Exhibit B - Consultant HDL's Peer Review Report
Exhibit C - DVSP Summary of Workshop Outcomes
Exhibit D - Downtown Vitalization Specific Plan, including recommended revisions (redlines)

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA APPROVING AMENDMENTS TO THE DOWNTOWN VITALIZATION SPECIFIC PLAN (DVSP), IN RESPONSE TO RECOMMENDATIONS OF THE PLANNING COMMISSION AND OF A MARKET FEASIBILITY ANALYSIS PREPARED BY HDL ECONSOLUTIONS AND DETERMINE THAT SAID AMENDMENTS ARE EXEMPT FROM FURTHER ENVIRONMENTAL REVIEW PURSUANT TO CALIFORNIA CODE OF REGULATIONS TITLE 14, DIVISION 6, CHAPTER 3 (CEQA GUIDELINES) SECTION 15183 AND SECTION 15061(B)(3).

WHEREAS, on October 15, 2024, at a duly noticed public hearing, after receiving public testimony, the City of Marina City Council adopted the Downtown Vitalization Specific Plan, corresponding City of Marina 2000 General Plan text and Land Use Map amendments (GPA-24-003), and associated Environmental Impact Report, Mitigation Monitoring and Reporting Program, and CEQA findings of fact and statement of overriding considerations; and

WHEREAS, the Downtown Specific Plan at full buildout will provide an additional 2,904 housing units and 1.3 million square feet of new retail and office space; and

WHEREAS, the Downtown Specific Plan will revitalize the urban core of Marina; and

WHEREAS, in early 2025, the City retained HdL ECONSolutions to provide an economic and market assessment and a retail void analysis for the City of Marina, and, on April 15, 2025, the City Council accepted a report summarizing consultant recommendations regarding the same. After deliberation, the City Council directed staff to request a proposal from HdL ECONSolutions to provide services related to economic development including retail recruitment support, a peer review of the Downtown Vitalization Specific Plan (DVSP), implementation strategy for activating the DVSP and production of a website and preparation of branding for the economic advancement of Marina; and

WHEREAS, on May 6, 2025, the City Council adopted Resolution No. 2025-34, approving an agreement with HdL ECONSolutions to provide economic development services as discussed at the April 15, 2025, City Council hearing; and

WHREAS, on May 14, 2026, the Planning Commission, at a duly-noticed public meeting, after receiving public testimony and following deliberation, on a vote of 6-0-1-0, recommended to the City Council adoption of proposed revisions to the Downtown Vitalization Specific Plan; and

WHEREAS, The City of Marina Planning Services Division has determined that this project will not result in new significant environmental impacts or effects or a substantial increase in the severity of significant effects previously identified in EIR No. 2023100567, which was certified for the Downtown Vitalization Specific Plan pursuant to CEQA Guidelines § 15183; Cal. Pub. Resources Code § 21083.3(b). Proposed amendments to the Downtown Vitalization Specific Plan will not include the potential to induce any adverse physical impact on the environment and therefore are exempt from further environmental review pursuant to CEQA Guidelines Section 15183. The proposed amendments are further exempt pursuant to Guidelines Section 15061(b)(3), because there is no possibility that the activity in question may have a significant effect on the environment.

NOW, THEREFORE, BE IT RESOLVED that the City Council:

1. Finds that this project will not result in new significant environmental impacts or effects or a substantial increase in the severity of significant effects previously identified in EIR No. 2023100567, which was certified for the Downtown Vitalization Specific Plan pursuant to CEQA Guidelines § 15183; Cal. Pub. Resources Code § 21083.3(b). Proposed amendments to the Downtown Vitalization Specific Plan will not include the potential to induce any adverse physical impact on the environment and therefore are exempt from further environmental review pursuant to CEQA Guidelines Section 15183. The proposed amendments are further exempt pursuant to Guidelines Section 15061(b)(3) because there is no possibility that the activity in question may have a significant effect on the environment; and

2. Adopts amendments to the Downtown Vitalization Specific Plan (DVSP) to accommodate 1) recommendations of a peer review report prepared by consultant HdL ECONSolutions, and 2) feedback from members of the community in response to public outreach, attached as Exhibit "A", in order to enhance the market relevance and success of implementation of the DVSP and incorporate desired actions, including revisions to the DVSP, to address infrastructure improvements, land use, and overall community experience of the City's Downtown; and

3. Finds that the proposed amendments to the Downtown Vitalization Specific Plan are consistent with the City of Marina General Plan (*see* Government Code § 65454), and do not compromise the DVSP's community benefits that would otherwise exist without the proposed amendments (*see* DVSP at 88-89).

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

May 14, 2026 Planning Commission Report

https://www.cityofmarina.org/AgendaCenter

HdL ECONSolutions

120 S. State College Blvd.
Suite 200
Brea, CA 92821

Mobile 714.879.5000
www.hdlcompanies.com

CITY OF MARINA DOWNTOWN VITALIZATION SPECIFIC PLAN – PEER REVIEW REPORT

Background

On October 15, 2024 the Marina City Council adopted the Downtown Vitalization Specific Plan (the Specific Plan) and certified the Final Environmental Impact Report. At full buildout, the plan will allow for the development of 1.3 million square feet of new office and retail space while also providing enhanced density with another 2,904 residential units being built.

The Specific Plan was the culmination of multiple campaigns and studies aimed at revitalizing its commercial core and establishing a pedestrian-friendly, visitor-serving central business district. Marina has pursued the development of a vibrant Downtown since before its incorporation in 1975, and over decades, the City has engaged residents, business owners, and officials to define Downtown boundaries and formulate strategic plans to enhance retail opportunities, housing, and transit access. Key initiatives include the 2002 Ad Hoc Marina Downtown Committee's recommendations, adoption of Downtown Vision and Design Guidelines in 2005, the initiation of the Downtown Vitalization Specific Plan in 2006, and the early draft of a Downtown Vitalization Specific Plan which was presented publicly in March 2011. Traffic and retail analyses informed planning decisions, including road design and transit center development, though progress stalled until renewed efforts began in 2017 when another Ad Hoc Committee was formed to address new issues in the Downtown and to complete the long-anticipated Specific Plan.

In early 2025 the City retained HdL ECONSolutions to provide an economic and market assessment and a retail void analysis for the City of Marina. The report was presented to the City Council on April 15, 2025 and based on discussion from the Council, city staff then requested a proposal from HdL ECONSolutions to conduct economic development related services including retail recruitment support services, a peer review of the Downtown Vitalization Specific Plan (SP), implementation strategy for activating the SP and creation of a website and branding for the economic function in Marina. On May 6, 2025 the City Council adopted Resolution No. 2025-34, approving an agreement with HdL ECONSolutions to provide economic development services as described above. This report will accomplish the first component of Task 2. Downtown Vitalization Work – a peer review of the Downtown Vitalization Specific Plan (SP).

HdL ECONSolutions

120 S. State College Blvd.
Suite 200
Brea, CA 92821

Mobile 714.879.5000
www.hdlccompanies.com

Goals for Project

- Assess the SP for its market relevance, along identifying strong points and potential challenges in successfully implementing the SP.
- Evaluate the Land Use and Development Goals, Policies and Programs of the SP.

Market Relevance of the Specific Plan

The stated purpose of the SP is: "*to create a unique and identifiable Downtown core for Marina that is vibrant and pedestrian oriented*." The SP very aptly provides a road map that is aspirational in its vision for the future of downtown Marina and provides specific land use and development regulations with customized design standards and guidelines to facilitate implementation of the vision. It is consistent with the Marina 2045 General Plan, assists in planning for future housing needs as called for in the Housing Element and the Final EIR fully analyzes the impacts of all growth contemplated in the SP (1.3 million square feet of new office and retail space and an additional 2,904 residential units) laying the groundwork for expedited approval of development projects and infrastructure improvements that implement the SP's goals and policies.

That being said, as was stated in the SP (which was based on multiple commissioned economic studies and analyses):

- *The Downtown District is largely built out and has relatively few vacant or underutilized lots;*
- *Significant changes to the development pattern of Downtown would require substantial redevelopment of sites to achieve the Plan's development targets*.

Further, the SP is not a "revitalization" plan (i.e. a plan to revitalize a declining area) but rather a "vitalization" plan to suggest an area that never fully developed as a traditional downtown. The building pattern that exists in the SP boundaries was established around the two arterial roads (Del Monte Boulevard and Reservation Road) without regularly spaced cross streets limiting vehicular and pedestrian connectivity throughout the downtown area. The character is: "*generally suburban in nature, dominated by a mixture of single-story retail commercial and office buildings, single-family homes, and one- to two-story multifamily residential units. The existing retail and office commercial uses are located primarily along Reservation Road and Del Monte Boulevard and are predominantly oriented in a strip mall configuration with the buildings behind large surface parking lots*".

Transformation into an urban center (as visualized in the SP) that accommodates a mix of commercial, retail, dining, entertainment, parks, and medium to high density residential uses fronting on Reservation Road and Del Monte Blvd, within a 20-year timeframe, seems unlikely. However, with some policy modifications and adjustments to the SP's land use and development regulations as well as to the design standards, a more discernable, destination oriented "downtown" could transpire.

HdL ECONSolutions
120 S. State College Blvd.
Suite 200
Brea, CA 92821
Mobile 714.879.5000
www.hdlcompanies.com

Land Use and Development Goals, Policies and Programs

Hdl ECONSolutions conducted several site visits to Marina focusing primarily on properties within the SP boundaries but also viewed the Locke-Padden Park area and the two newer hotels on Reservation Road leading out to the beach access area. Then, after a thorough and comprehensive review of the SP, the EIR, the City Council staff report recommending adoption of the SP as well as reading all written comments on the plan and the EIR, HdL has the following observations and recommendations.

Land Use Designations and Intent

Core District: The description/intent" of the Core District is too amorphous, particularly when further coupled with pictures of traditional downtown streets and the pedestrian right of way diagrams as shown in the Figures 4-2 and 4-3 (copied below). The Concept cross section of Reservation Road for the Core District, as shown below Figure 5-1, has only 5' sidewalks whereas the SP states: *The Specific Plan envisions the Core District to include mixed-use buildings built to the property line (Figure 4-4) with doors and windows that face wide sidewalks with shade trees and pedestrian amenities. Development standards will require new development to provide features like lighting, public art, seating, and landscaping along building frontages to enhance the streetscape and create a pedestrian oriented, urban atmosphere. The Core will feature a mix of high-density housing and neighborhood-oriented businesses in a walkable, pedestrian-scaled environment (Figure 4-2 and Figure 4-3).*

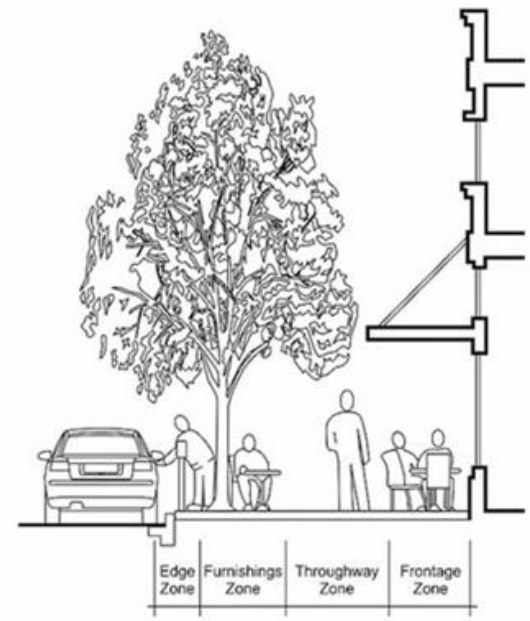

Figure 4-2. Pedestrian portion of the right-of-way.
Source: Urban Review St. Louis

Figure 4-3. Pedestrian right-of-way with outdoor dining next to building (top) or street (bottom).

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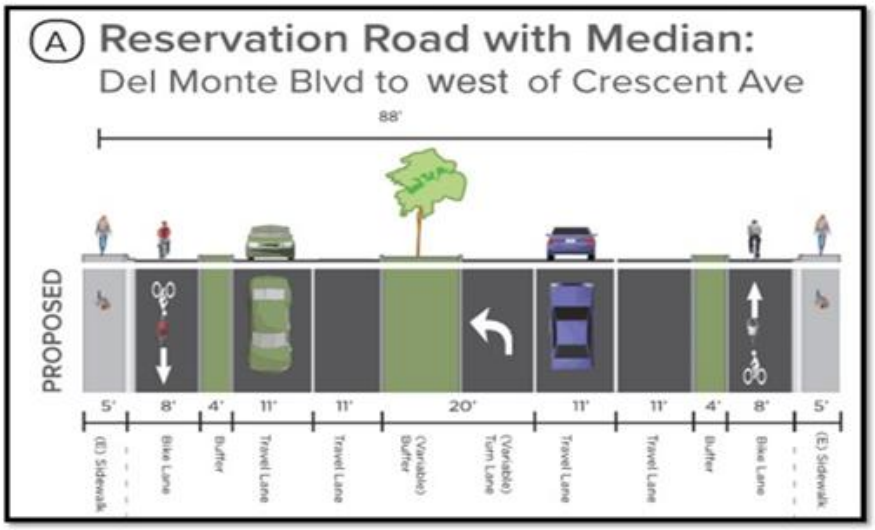

Figure 5-1. Concept cross section of Reservation Road

The Core District includes four existing suburban style shopping centers with large parking lots fronting Reservation Road – Marina Village Shopping Center, Seacrest Plaza, Marina Square & Cypress Plaza. As was stated in HdL ECONSolutions, March 2025 Real Estate Market Analysis & Site Assessment for the City of Marina: "*the tenant profile for these four centers include national chains such as Lucky Market, CVS, Auto Zone, Goodwill, Ace Hardware, McDonald's, O'Reily Auto, Grocery Outlet, Walgreens, Taco Bell, Dollar Tree, Jack in the Box, and Wells Fargo. Additionally, there are a variety of smaller retail and service tenants that fill in the remaining spaces. PDF materials highlight tenants with long-term leases, with some businesses having been in place since the late 1960s or 1980s. The four centers benefit from significant vehicular traffic, with reports indicating average daily counts of approximately 19,000 vehicles along Reservation Road and 24,000 on adjacent roads. While these counts refer to vehicular flow, they are indicative of strong shopper presence on weekends and during peak shopping times. The surrounding demographic data (a population of about 22,000 with a median age in the mid-30s and average household incomes around $73,000) suggests a steady base of local consumers whose needs are met by the center*."

The transformation of Reservation Road to an urban downtown street with vertical mixed use (retail/restaurants on the ground floor and offices or residential above) is not likely, but even if some vertical mixed-use developments were to be built, the ground floor commercial would not be successful fronting on a four-lane arterial with only 5' wide sidewalks. The SP does not include any financing options to create wider sidewalks, narrowing traffic lanes, creation of a wide landscaped median with pedestrian respite areas or bulbouts at major intersections on Reservation Road. However, it is not feasible or practical to expect that these roadway improvements would occur through right-of-way dedications and conditions of approval for each new development.

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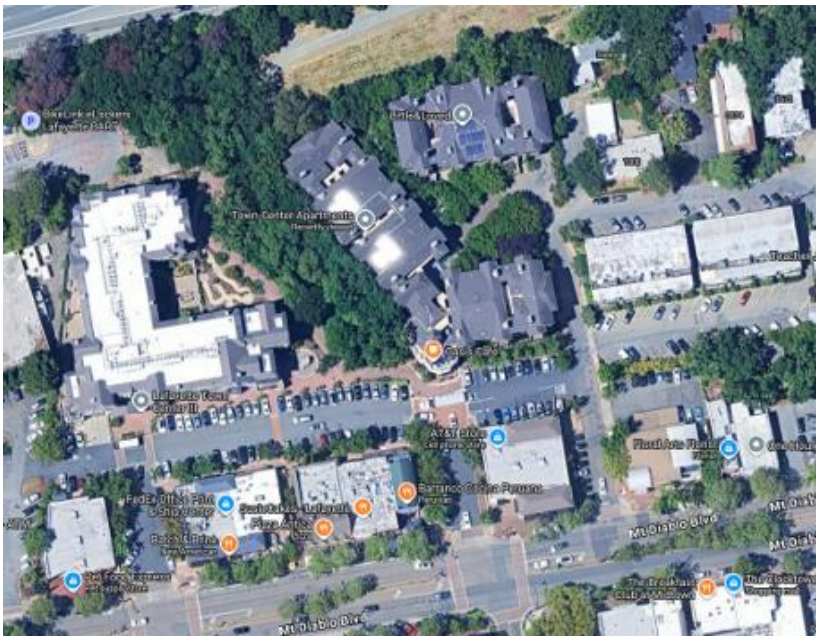
120 S. State College Blvd.
Suite 200
Brea, CA 92821

Mobile 714.879.5000
www.hdlcompanies.com

With this is mind, HdL recommends that both Program M-1 *Develop a mobility plan for the Downtown to include complete streets design, pedestrian and bicycle paths, improvements to transit, parking, and transportation demand management measures* and Program PF-5 *Establish a Downtown business improvement district or other funding mechanism to organize and finance the construction of downtown infrastructure improvements in more meaningful and intentional increments* be accomplished within the "short-term" time frame rather than "mid-term".

In terms of "vitalizing" the four existing suburban styled shopping centers, an alternative land use concept to explore might be creating narrow drive aisles/interior streets that extend though the larger shopping center parcels with one to two story commercial buildings interspersed with horizontal higher density residential on each side or behind the commercial. Or the layout could have one to two story commercial buildings on one side of the drive aisle/interior street and the residential on the other side. The interior drive aisle could have sidewalks on each side, connecting to the sidewalks on Reservation Road and Del Monte Road (in the case of the Marina Square shopping center) and to the existing crosswalks. The residential could be designed with podium or underground parking to serve both the retail and residential, thus creating a more traditional downtown feel.



The above aerial is of downtown Lafayette, California. Mt Diablo Blvd is a 4-lane arterial with a median (which is not shown in this older aerial). To the north of Mt. Diablo Blvd are single-story retail and restaurant buildings. A cross street/driveway with sidewalks connects Mt. Diablo Blvd to an interior street/driveway that provides access and parking for 2, four and five story multifamily buildings behind the commercial buildings.

Below is a street view looking north across Mt. Diablo with the driveway/street connecting to the four-story apartment project behind the commercial. The second street view is looking west behind the commercial on Mt. Diablo Blvd to the second 5 story multifamily project.

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www.hdlcompanies.com

Below is an aerial photo of downtown Pleasant Hill, California. Using redevelopment, the City created a downtown street (Crescent Drive) in an area that once housed car repair shops, auto wrecking yards, and other light industrial uses. Crescent Drive is a two-lane street lined with retail and restaurant establishments, wide sidewalks, plazas and paseos into large parking lots with bigger box retail establishments behind Crescent Drive. There is a four-story parking garage and a movie theater at the south end of Cresent Drive and the Pleasant Hill City Hall is located to the west. Small lot townhouses and median density multi-family uses surround the Crescent Drive shopping area. This could also be a concept to consider for “vitalizing” the Marina Core District existing shopping centers.

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120 S. State College Blvd.
Suite 200
Brea, CA 92821

Mobile 714.879.5000
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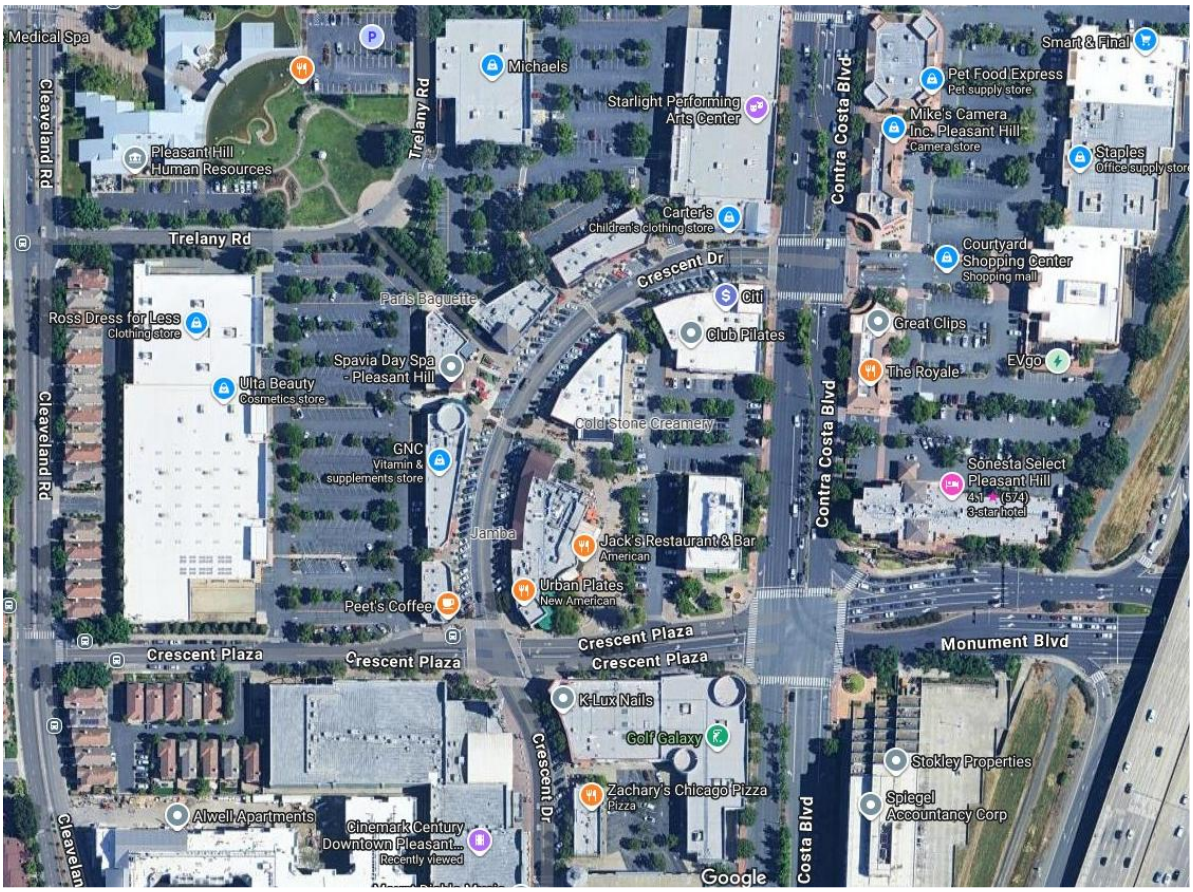

HdL recommends that Policy LU-5.1 be amended to read (new language highlighted in yellow): "Encourage compact, high-density urban form by allowing developments with a variety of uses at the ground floor as well as on upper stories of buildings in the Core, ~~Mixed-use Node~~, and Transition districts that serve the local community and reduce car dependence for daily needs. Explore and encourage horizontal mixed-use design alternatives to facilitate redevelopment of the suburban shopping centers in the Core area. At the very least, the Core District land use regulations should allow residential projects (including residential on the ground floor) to front onto Reservation Road and Del Monte Blvd with incentives to encourage horizontal mixed use either on the same parcel or adjacent parcels.

Mixed-use Node District: The Land Use Plan calls for the creation of a mixed-use node at the intersection of Reservation Road and California Avenue. While this district is located at the intersection of California Avenue which is the only road through from Reservation Road, south to Imjin Parkway and the California State University, Monterey Bay campus, it only encompasses 3 parcels. The two parcels on the west side of California Avenue at the intersection have single family homes on them and the parcel on the east side of California Avenue at the intersection has a motel and gas station. HdL recommends that this District be eliminated as it seems superfluous and that those 3 parcels be rezoned to Transition with reference in the development regulations that the intersection treatment at the southwest or southeast

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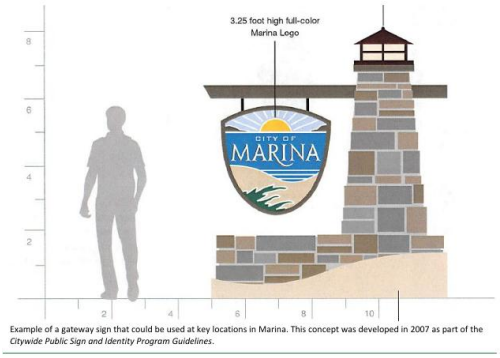
corners contain gateway signage consistent with the Design Guidelines Gateway Signage Diagram (see below)



Example of a gateway sign that could be used at key locations in Marina. This concept was developed in 2007 as part of the *Citywide Public Sign and Identity Program Guidelines.*

Transition and Multi-Family Districts: The intent and purpose of these two districts are well articulated and the development regulations are in line with the descriptions.

Appendix A – Development Code: Based on the discussion above, and for the reasons cited below, HdL recommends that the development Code's Use and Development Regulations be amended as follows to assist in successful implementation of the SP. (HdL is recommending that the Mixed Use Node District be rezoned to Transition so that the Mixed Use Regulation column can be eliminated).

- Use Regulations
  - Assembly, Minor - First Floor facing Del Monte Blvd or Reservation Rd. should be permitted (P) in the Core District with a note that states: "*Exercise Studios, are permitted uses on the first floor facing Del Monte Blvd or Reservation Rd. All other uses within this use classification are not permitted on the first floor facing Del Monte Blvd or Reservation Rd.*" Exercise Studios can facilitate pedestrian activity before and after classes are over and can be designed with transparent store fronts displaying retail *items in the front of the exercise studio.*
  - Child Care Center: Marina Community Development staff have noted that this use classification is not listed as a separate use in the SP development regulations, but is an included use under the "Services, Major" classification with the following definition: "Any childcare facility other than a family childcare home, includes infant centers, preschools, and extended childcare facilities". The use classification should be listed as a separate use within the table and the use regulation should be P for all three districts with a note that says: *Child care centers are Permitted (P) if incidental to Multi-family Residential. Child care centers not incidental to Multi-family residential are not permitted in the Core District but are permitted in the Transition and Multi-family Districts with a CUP.* The SP Use Definitions section should list the Child Care Center use and definition independent of the Service, Major Classification to avoid confusion as to which use regulation applies.
  - Dwelling, attached—all floors. Change to Permitted (P) in the Core District with a note that states: *Residential projects fronting on Reservation Road and Del Monte Blvd shall include either ground floor commercial or a horizontal mixed use/commercial component adjacent to, or behind the residential*.

HdL ECONSolutions
120 S. State College Blvd.
Suite 200
Brea, CA 92821
Mobile 714.879.5000
www.hdlccompanies.com

- Dwelling, attached—above first floor or on first floor behind first floor commercial. Remove this use classification.
- Parking Area, Accessory. The use regulation should be P(4) for all three districts and revised to read: *(4) On-site parking must be located behind the building fronting Reservation Road or Del Monte Blvd or on the side of the commercial building fronting those two streets*. The P(3) note should be eliminated.
- Park and Recreation Facilities: The definition of this use classification is: "Parks, plazas and recreation facilities and support uses (parking, snack bars, etc.)" It's not clear if this use was intentionally omitted in the Use Regulations table, but the SP indicates that "parks located within or near Downtown create opportunities for people to meet, recreate, and share ideas. Public open spaces like parks and plazas help make Downtown a destination by allowing visitors to linger and enjoy the neighborhood." Consequently, HdL recommends that the use classification be listed and the regulation be Permitted (P) in all three districts with a note that says: *Plazas and mini-parks within private development projects are permitted. Publicly owned plazas and parks are Conditionally Permitted.*
- Service, Minor: Move Animal Service and Professional Offices out of the Services, Minor classification to stand alone as their own definitions since they are listed in the Use Classifications table as separate uses. Eliminate the Professional Offices, Offsite definition as it is redundant and should be regulated the same as regulations for Professional Offices. Animal Service should be NP in the Core Area (as it is not a pedestrian oriented use).

- Development Standards
  Remove the Mixed-use Node Development Standards as these three properties are recommended to be rezoned to Transition. The Transition Zone Development Standards should include a note that says that the intersection treatment at the southwest or southeast corners of Reservation Rd and California contain gateway signage consistent with the Design Guidelines Gateway Signage Diagram.

- Design Standards
  The design standards for the Core area should include pictures of successful horizontal mixed-use development and modified where necessary to ensure that horizontal mixed-use opportunities are not excluded.

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From Vision to Action: Shaping Marina Together

March 24, 2026

Purpose of Workshop

The City of Marina hosted a community workshop to gather input on the future of downtown, with a focus on the Reservation Road and Del Monte Boulevard corridors. The workshop was designed to explore infrastructure improvements, land use and overall community experience, and to help guide implementation of the Downtown Vitalization Specific Plan.

Workshop Overview

The workshop brought together 52 community members to share input through both an open house and facilitated discussion.
The workshop included:

- Open House (5:00–6:00 p.m.) featuring project displays and opportunities to engage directly with City staff and the project team
- Facilitated Workshop (6:00–8:00 p.m.) with small group breakout discussions and report-outs

The workshop was supported by the City's consultant team, including Tripepi Smith, HdL Companies, Kimley-Horn, and Coats Consulting, who provided facilitation, economic context and technical expertise to support the discussion.

Executive Summary of Workshop Outcomes

Participants expressed strong interest in creating a more walkable, welcoming and community-focused downtown supported by safer pedestrian and bicycle infrastructure, traffic calming and enhanced landscaping. There was also clear support for gathering spaces, community programming and quality local dining and retail to encourage more frequent visits.

While residents were generally open to infrastructure improvements, there was limited support for the proposed roundabouts, with many participants favoring a signalized intersection approach at Reservation Road and Del Monte Boulevard. Regardless of the specific design solution, there was strong consensus that any improvement must prioritize pedestrian and bicyclist safety. Participants also supported corridor-specific and phased approaches to traffic changes.

There was also support for horizontal mixed-use development, with a preference that any vertical mixed-use be introduced conservatively; typically limited to one story above ground-floor uses. Participants noted that shifts in development intensity could require amendments to the Downtown Specific Plan.

Participants emphasized a desire to see visible action in the near term, recognizing that larger-scale capital improvements may take time to plan and fund. As a result, there was strong interest in prioritizing near-term, lower-cost improvements that can deliver immediate impact as funding becomes available.

Overall, the community favored incremental progress that enhances vitality and safety while preserving Marina's character.

Breakout #1: Downtown Vision Detailed Consensus

Participants shared a strong desire for a welcoming, walkable and community-oriented downtown that supports local businesses while maintaining Marina's character.

1. A Walkable, People-Focused Downtown

Residents emphasized the importance of creating a downtown that is safe, comfortable and easy to navigate on foot and by bike.
Key ideas included:

- Lower speed limits and narrower traffic lanes
- Tree planting and landscaping to create shade and improve aesthetics
- Wider sidewalks and pedestrian-friendly gathering spaces
- Better multimodal connections, including bike pathways
- Reducing the dominance of large parking lots

Participants expressed interest in a town square or central gathering area that could serve as a focal point for downtown activity.

2. Community Spaces and Cultural Experiences

Many groups envisioned downtown as a place for shared experiences and civic life.
Common suggestions included:

- Spaces for community events, farmers markets and festivals
- Performing arts venues or cultural spaces such as a museum or art space
- Outdoor gathering areas and plazas
- Opportunities for regular programming that encourages people to visit more often

There was a strong interest in creating a "cozy," community-scaled environment that feels friendly to all ages.

3. Support for Quality Local Businesses

Residents want downtown to include more dining, shopping and activity options that encourage people to spend time there.
Themes included:

- Quality restaurants and cafés
- Small-scale retail and local businesses
- Avoiding an overly tourist-focused or overly dense development pattern
- Encouraging vibrant storefronts and active ground-floor uses

Participants noted that downtown should feel lively and inviting, but still reflect Marina's identity rather than becoming overly commercialized.

4. Thoughtful Development and Character

There was general support for incremental improvement rather than large-scale transformation.
Residents mentioned:

- Moderate building heights and density
- Enhancing aesthetics through façade improvements and landscaping
- Maintaining a horizontal, approachable scale
- Making targeted infrastructure and streetscape improvements

5. Preference for Horizontal Mixed-Use Development

Participants discussed how new development should be structured in downtown, particularly the balance between horizontal and vertical mixed-use.

There was general consensus in support of horizontal mixed-use, such as integrated retail, dining and community spaces spread across blocks or sites in a way that maintains an open and approachable feel.

While some participants acknowledged that vertical mixed-use could play a role, there was strong sentiment that it should be approached conservatively. Many expressed a preference for limiting building height to one story above ground-floor commercial uses in order to:

- Maintain downtown's human scale and character
- Avoid creating an overly dense or urbanized environment
- Preserve visual openness and comfort for pedestrians

Overall, residents supported thoughtful development that activates downtown while ensuring new buildings remain context-sensitive and compatible with Marina's identity.

Breakout #2: Infrastructure Improvements Detailed Consensus

During the discussion on infrastructure improvements, participants shared a range of perspectives on traffic circulation, pedestrian safety and streetscape enhancements. While there was broad support for improving safety and walkability, opinions were more mixed on specific design solutions.

1. Mixed Opinions on Roundabouts and Lane Reductions

Participants expressed divided views on proposed roundabouts and reducing travel lanes.

Some residents supported:

- Using roundabouts in select locations rather than at every intersection
- Traffic calming measures to slow vehicles and improve safety
- Removing certain left- or right-turn lanes where feasible
- Reducing lane widths in specific high-conflict areas

Others raised concerns about:

- Potential traffic congestion
- Driver confusion about how to navigate roundabouts
- Impacts to business access and circulation
- Overall, there was interest in phasing improvements — for example, maintaining signalized intersections in the near term while evaluating roundabouts for the future.

2. Strong Support for Pedestrian and Bicycle Safety Improvements

Across groups, there was consistent agreement on the need to improve conditions for people walking and biking.
Common priorities included:

- Wider sidewalks
- Safer and more visible pedestrian crossings
- Enhanced bike safety infrastructure
- Shaded streets with additional trees
- Better connections between residential areas and downtown destinations

Participants emphasized that infrastructure changes should make downtown feel more comfortable and accessible for everyday trips.

3. Streetscape and Beautification as Key Infrastructure Elements

Residents viewed landscaping and visual improvements as essential components of infrastructure investment.

Suggestions included:

- Tree planting and shade improvements
- Streetscape beautification
- Simplifying roadway design to reduce visual clutter
- Enhancing the overall look and feel of corridors

Many participants noted that aesthetic improvements could help downtown feel more inviting while also supporting economic vitality.

4. Corridor-Specific Considerations

Participants distinguished between infrastructure needs on different streets, particularly between Reservation Road and Del Monte Boulevard.

Some feedback suggested:

- Reservation Road may require more significant safety and circulation changes
- Del Monte Boulevard may benefit from more modest or targeted improvements

This reflects a desire for context-sensitive design rather than one uniform solution across corridors.

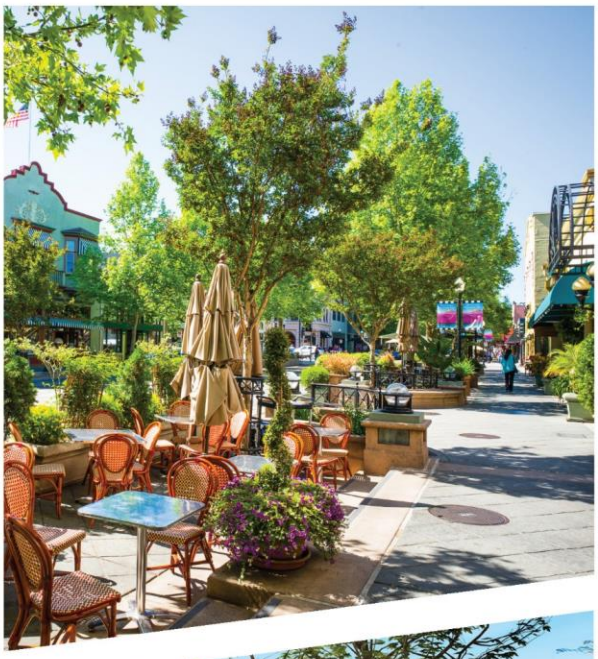
Conclusion

The workshop reinforced a clear direction from the community: future improvements to the Reservation Road and Del Monte Boulevard corridors should prioritize safety, walkability and overall quality of experience, while remaining consistent with Marina's character. Participants also emphasized the importance of taking action in the near term, alongside continued planning for larger, long-term investments.

This input will help inform the City's ongoing efforts to refine priorities, evaluate options and consider next steps in a way that reflects community values and supports a vibrant, functional downtown.

Downtown Vitalization Specific Plan

City of Marina, California • October, 2024



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City Council

Bruce Delgado, Mayor
Cristina Medina Dirksen
Brian McCarthy
Kathy Y. Biala
Liesbeth Visscher

Planning Commission

Nancy Amadeo
Glenn Woodson
Hyunsoo Hur
Vic Jacobsen
Surinder Rana
Richard St. John
Audra Walton

Lead City Staff

Layne Long, City Manager
Matt Mogensen, Assistant City Manager
Guido Persicone, Community Development Director
Brian McMinn, Public Works Director

Downtown Ad Hoc Committee

Dawn Alva
Nancy Amadeo
Kathy Biala
Lisa Berkley
Alex Eschenbaum
Steve Emerson
Ron Lebda
Safwat Malek
Horace Mercurio
Gail Morton
Grace Silva-Santella
Ken Stratton
Mike Tate
Adam Urrutia

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Appendices

Appendix A Development Code
Appendix B Design Guidelines

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Specific Plan Organization

The Downtown Vitalization Specific Plan (DVSP) has been organized as follows:

Specific Plan

Chapter 1 Introduction contains project background, a review of community engagement efforts, and considers opportunities and constraints present in the Downtown.

Chapter 2 Setting and Existing Conditions contains an overview of background conditions such as Marina's history, regional context, economic context, existing land use, and existing transportation network and facilities.

Chapter 3 Downtown Vision puts forth a desired vision of Downtown Marina (Downtown) that will result with the implementation of the Specific Plan and enumerates the Specific Plan's main goals.

Chapter 4 Land Use describes land use goals, policies, and implementation measures to guide future development within the Downtown. The mixed-use portions of the area are divided into "core" and "transitional" areas, with the core being more urban in design and transitional moving towards suburban. The land use districts identified in this plan are intended to function as implementing zoning in accordance with Appendix A (Development Code).

Chapter 5 Mobility describes the circulation and parking goals, policies, and development standards to help implement the vision for Downtown Marina. This chapter also establishes the basis for the plan's proposed multimodal circulation system that integrates an interconnected network of vehicular, pedestrian, and bicycle traffic.

Chapter 6 Public Facilities and Infrastructure includes policies for the planned distribution, location, extent, and improvement of water, sewer, and storm drainage infrastructure and solid waste disposal facilities.

Chapter 7 Implementation provides a framework to successfully implement the Plan and ensure its objectives are integrated effectively with the goals of existing documents, including the City's General Plan and Municipal Code.

Development Code and Design Guidelines

The Downtown Vitalization Specific Plan (DVSP) relies on Appendix A (Development Code) and Appendix B (Design Guidelines) to guide buildout of the community.

Appendix A Development Code sets forth objective design and development standards for the consistent promotion of high-quality, high-performance well-designed development throughout the Downtown. Adopted by Ordinance, these standards are composed of written statements and graphic illustrations that establish standards for permitted uses and development standards (property line setbacks, building height, etc.) and design standards that are required of all proposed developments in the Downtown.

Appendix B Design Guidelines are adopted by Resolution and provide design guidance for various community attributes that influence appearance of the public realm. This includes additional design guidance for new development as well as guidance for public rights of way and civic spaces.

Dunes west of Marina. Source: Monterey County Convention & Visitors Bureau

1 Introduction

What is a Specific Plan?

A Specific Plan is a policy and regulatory tool that local governments use to implement a General Plan and to guide development in a localized area. While a General Plan is the primary guide for growth and development citywide, a specific plan focuses on the unique characteristics of a defined area by customizing the planning process and land use regulations to that area. This Specific Plan includes goals, policies, and programs to guide decision-making and implementation of recommended improvements, as well as design and development standards and guidelines to provide direction to private development in the area.

1.1 Purpose and Intent

The City of Marina Downtown Vitalization Specific Plan is a community-initiated plan intended to guide the future development and ultimate transformation of the City's 320-acre downtown. The Specific Plan process involved extensive citizen participation and input guided by City staff.

For years, residents of Marina have expressed a desire to make Downtown a destination with a distinct identity. They envision Downtown as the figurative heart of the community—a place where people gather for special events like farmers markets, street performances, and community events. Downtown will be home to outdoor dining, public art, gathering spaces, and attractive streetscapes. Residents envision wide sidewalks filled with people, activity, and a creative mixture of land uses.

This Specific Plan can be thought of as a road map to these desired destinations. In particular, the Specific Plan aims to reinvigorate the Downtown Marina economy and sense of place through:

- A cogent vision for the future;
- Clearly articulated land uses and development regulations; and,
- Tailored design standards and guidelines.

This Specific Plan builds on the goals and objectives established in the City of Marina General Plan, as well as the relevant standards and regulations from the City's Municipal Code. It also implements elements of the City's Downtown Vision and Pedestrian and Bicycle Master Plan.

In the case of Marina, the word "vitalization" is used in place of "revitalization" to suggest an area that never fully developed as a traditional downtown.

The purpose of the Downtown Vitalization Specific Plan (hereafter "Specific Plan") is to create a unique and identifiable Downtown core for Marina that is vibrant and pedestrian oriented. This Specific Plan will be an aspirational policy document and regulatory tool used by the City of Marina to guide development in the Downtown for the next 20 years. While the City's General Plan is the primary guide for growth and development within Marina, this Specific Plan focuses on the Downtown area in more detail, establishing a development framework for land use, circulation, utilities and services, resource protection, design, and implementation. The guiding question for this document is "What do we want Downtown Marina to look like in the future?"

The word "revitalization" suggests returning life or vibrancy to an area in decline. Some communities utilize redevelopment agencies and area-specific revitalization plans to reinvigorate struggling neighborhoods. In the case of Marina, the word "vitalization" is used in place of "revitalization" to suggest an area that never fully developed as a traditional downtown. Marina's relatively recent incorporation, coupled with its history as a housing and services center for people stationed or working at Fort Ord, reflects a young city without the urban form of density and mixed use characteristics of a traditional downtown (Figure 1-1~~Figure 1-1~~). Thus, the Downtown Vitalization Specific Plan aims to bring life and vitality to the proposed Downtown area through identifying goals, policies, and programs that will lead to desired development patterns. This plan will be considered successful when people know where the Downtown Core of Marina is—and want to be there.

Figure 1-1. Marina Plumbing and Friendly Food Market, late 1960s; suburban development typical to Marina then and now.

1.2 Project Background and Community Engagement

Even before its incorporation in 1975, Marina was making plans for a vibrant Downtown. In 1962, a Monterey County policy document known as the Marina Master Plan initiated the concept and vision of a central business district in Marina.

Since incorporation in 1975, the City has facilitated a number of surveys, public workshops, and studies in an effort to vitalize Marina's existing commercial areas. In 1978, the City's first General Plan—Marina 2000—reaffirmed the concept of a central business district. An update of the General Plan in 1982 identified the need for additional commercial land in Marina, established the goal of developing "viable community retail and service commercial centers", and designated portions of the land in the Specific Plan area as "Community Commercial" and "Multifamily Residential".

The push for a vibrant Downtown was reinforced multiple times since the City's incorporation including the establishment of a Redevelopment Project Area in 1986, a 1990 report by the City Council (acting as the Redevelopment Agency Board), and a 1998 study that found substantial retail leakage in Marina, with residents going to neighboring cities to procure goods and services.

Vitalization of Marina's commercial core was identified by the Marina City Council in 2001 as a critical strategic issue. A Plan of Action was completed and approved by the City Council in August of the same year. The Council recognized that the creation of an attractive pedestrian-friendly and visitor-serving commercial district was key to establishing Marina's identity and image.

> *The future [Downtown] should be strategically located, anchored by existing or planned community retail, civic, and public transit uses that are within walking distance of higher density residential. (The Report of the Ad Hoc Marina Downtown Committee—Revitalizing Marina's Retail Commercial Areas (2002)).*

Vitalization was to be facilitated through the establishment of a Downtown encompassing the Reservation Road corridor from the intersection at Del Monte Boulevard to De Forest Road, including the Marina Post Office and Monterey Salinas Transit (MST) Exchange. The boundaries of Downtown were determined by the 2002 Ad Hoc Marina Downtown Committee, which was comprised of 37 Marina residents, planning commissioners, and business and property owners. The Committee called for the City to complete a strategic development plan and form a Strategic Downtown Committee to implement the goals of the report (Revitalizing Marina's Retail Commercial Areas, 2002). Public outreach continued through 2003.

In August 2005, the City Council adopted the Marina Downtown Vision and Downtown Design Guidelines for developing a vital Downtown core. Ultimately, it was determined that in order to fulfill the City's Downtown Vision and Downtown Design Guidelines, future development within the Downtown should be guided by a Specific Plan, which would include land uses, goals, policies, and programs for implementation. The Downtown Vitalization Specific Plan was initiated in 2006. The stated goal of the plan was to "transform Central Marina and its two major corridors, Reservation Road and Del Monte Boulevard, into a unique, vibrant, and pedestrian-friendly Downtown with diverse shopping venues and increased housing opportunities" (City Newsletter, March 2011).

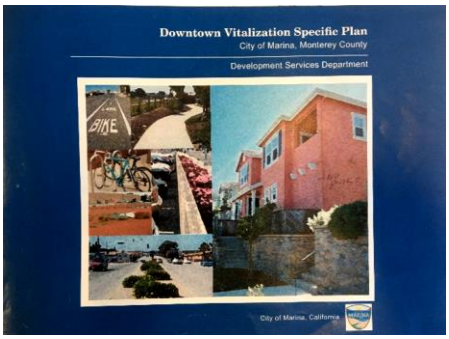


Figure 1-2. 2010 Downtown Vitalization Specific Plan draft.

Later in 2006, the City conducted a traffic feasibility study in the Downtown. A major discussion point centered on reducing the number of through lanes on Reservation Road to two and installing roundabouts at key intersections. Discussion about transportation, land use intensity, and possible locations for a new civic center and parks continued for several years.

In September 2007, Planning Staff presented the traffic feasibility study to the City Council as well as a Retail Sales Leakage Analysis, which included a preliminary recommendation of supportable retail and select services for Downtown, and a Proposed Land Use Concept. Together, these analyses and concepts were central to formulating the recommendations of the Specific Plan. Around this same time, Monterey—Salinas Transit adopted a specific plan which called for a larger presence in the form of a transit center and more consistent service in Downtown Marina.

An early draft of the Downtown Vitalization Specific Plan was presented publicly in March 2011 (Figure 1-2~~Figure 1-2~~). The project stalled for several years until 2017 when another Ad Hoc Committee was formed to address new issues in the Downtown and complete the long-anticipated Specific Plan.

Figure 1-3. Ad Hoc Committee members participate in a streetscape study (left) and discussion group (right).

1.2.1 Community Engagement

Community involvement has been a critical part of the Specific Plan process. Over the course of a year, the Ad Hoc Committee met at least once monthly for the purposes of establishing a vision for the Downtown, identifying overarching goals and policies concerning development, creating a list of appropriate zones and land uses, and developing design standards and guidelines (Figure 1-3~~Figure 1-3~~). Ad Hoc Committee members included elected and appointed officials, business owners, residents, and other interested parties. The Ad Hoc Committee developed an areawide vision for the Downtown, discussed land use alternatives, and reviewed development standards, design guidelines, and implementation programs. Community input was received at public hearings before the Planning Commission and City Council. The views and recommendations expressed during meetings of the Ad Hoc Committee, Planning Commission, and City Council, in addition to previous guiding documents (General Plan, Downtown Vision Plan, Downtown Design Guidelines, Pedestrian and Bicycle Master Plan), have been utilized during preparation of the Specific Plan.

A community open house for the Specific Plan was held in December 2018. At the open house, staff presented a draft version of the plan for people to review. Over 100 people attended and provided input (Figure 1-4~~Figure 1-4~~).

Figure 1-4. Community members meet to discuss the Downtown Vitalization Specific Plan at an open house (right). An informational display at the open house (left).

Table 1-1~~Table 1-1~~ summarizes the dates and topics of various meetings of the Ad Hoc Committee, Planning Commission, and City Council with regards to the Downtown Vitalization Specific Plan. Public comment was welcomed at each of these meetings.

Table 1-1. Public meetings held during the development of the Downtown Vitalization Specific Plan

Date	Location	Topic
Ad Hoc Committee		
11/28/2017	Airport Conference Room	Previous planning efforts in the Downtown; strengths, weaknesses, threats, and opportunities analysis
1/3/2018	Airport Conference Room	Visual preference survey; map exercise
1/29/2018	Airport Conference Room	Community outreach strategy
2/20/2018	Airport Conference Room	Vision and goal statements
3/10/2018	Downtown Marina	Walk through Downtown to assess conditions
3/19/2018	Airport Conference Room	Findings from community walkabout
4/30/2018	Airport Conference Room	Street right-of-way cross section exercise; Downtown traffic study results
5/21/2018	Airport Conference Room	Street right-of-way cross section exercise
6/25/2018	Airport Conference Room	Bicycle lanes; street right-of-way presentations; districts and land uses
7/16/2018	Airport Conference Room	Districts and zoning; land use matrix
8/13/2018	Airport Conference Room	Design standards and guidelines
8/27/2018	Airport Conference Room	Design standards and guidelines; Del Monte Blvd extension
9/24/2018	Airport Conference Room	Development, parking, and landscaping standards
11/5/2018	Airport Conference Room	Review of draft Specific Plan
11/19/2018	Airport Conference Room	Review of draft Specific Plan
Public Open House		
12/10/2018	Vince DiMaggio Park	Open house for public to provide comment on draft of Specific Plan
Design Review Board		
12/19/2018	City Council Chambers	Introduce plan; schedule
1/16/2019	City Council Chambers	Onsite design standards; development standards
Planning Commission		
12/13/2018	City Council Chambers	Introduce plan; schedule
1/24/2019	City Council Chambers	Community identity; land use and development; economics
2/9/2019	City Council Chambers	Mobility; public facilities and infrastructure; environment
2/28/2019	City Council Chambers	Development standards; zoning
3/14/2019	City Council Chambers	Design standards and guidelines; Specific Plan appendix
4/25/2019	City Council Chambers	Baseline conditions, project description
City Council		
3/26/2019	City Council Chambers	Introduce plan; schedule (joint meeting with Planning Commission)
4/17/2019	City Council Chambers	Approval of funding for EIR, WSA, and water/sewer modeling

1.3 Opportunities and Constraints

Members of the Ad Hoc Committee identified strengths, weaknesses, opportunities, and threats associated with the Downtown. Committee members felt that downtown already attracts unique businesses and exhibits strong business retention. They said they enjoy the local activities hosted Downtown like the well-established farmers market and the Labor Day parade, as well as the attractive street banners in the area. In addition, they felt that Downtown is safe and generally clean. The broader City was praised for being a diverse and welcoming community, and Marina's central location in the Monterey Bay area was seen as a strength.

Threats to the development and sustainability of a diverse, inclusive Downtown include a regional lack of affordable housing, the disconnected street network in the Downtown area, and the limited connectivity between existing development in Downtown and new development at the former Fort Ord. The auto-oriented design of Marina's Downtown was identified as a major weakness. The commercial portion of the Downtown is focused on Reservation Road and Del Monte Boulevard as they form the backbone of the City's indeterminate Downtown. Given the absence of a platted city with established blocks and required block standards, development occurred along established roads, and regularly spaced cross streets were never constructed. Dead-end driveways and lanes provided access to lots and limited the possibility of vehicular and pedestrian connectivity throughout the Downtown area. Many buildings in the Downtown area need refurbishment. Most of the architecture reflects suburban commercial design from the mid-20th Century to the present. There are no parks, no clearly defined business district, and few places to gather and meet. Large parking lots fronting Reservation Road and Del Monte Boulevard create a suburban environment incompatible with a traditional Downtown.

Even so, great opportunities are already built into the Downtown. With effort and time, these opportunities can contribute to the overall strength of the Downtown area. Opportunities include defined gateways and medians on major roads, wide rights-of-way on Del Monte Boulevard and Reservation Road, and key areas that are poised for redevelopment.

STRENGTHS	WEAKNESSES
Diverse/welcoming community Centrally located in the Bay Downtown is safe, generally clean Established farmers market Attractive banners Strong business retention Unique businesses Budding tourist economy Municipal airport Higher education institutions MST Transit Center	Poorly designed downtown Auto oriented/not walkable Blight Large parking lots fronting streets No parks downtown No business district Lack of spaces to gather/meet Commuter traffic Poor imageability/sense of place Lack of mixed uses City seen as unfriendly to business
OPPORTUNITIES	**THREATS**
Gateways/medians on major roads Wide ROWs on arterial roads Key areas primed for redevelopment Regional trail system improvements Underutilized land for redevelopment Urban growth boundary	Lack of affordable housing Limited connectivity via street grid Disjointedness of Central, South Marina Online retail competition

2 Setting and Existing Conditions

2.1 Marina's History

Starting around the 6th Century CE, the Ohlone people inhabited California's Central Coast and established fixed villages throughout the region, including the village of Wacharon in the area between present-day Marina and Moss Landing. Much of the area in what is today incorporated Marina was used by various ranching operations in the 19th Century. After a brief stint as Bardin, then Locke-Paddon Colonies, then Paddonville, the area including Downtown and much of the rest of the city was formally named Marina in 1918. Marina became an early flag stop on the Southern Pacific Railroad for visitors from San Francisco. As the town developed, land was set aside for a school, church, and other necessary civic buildings. Marina's first post office was established in the Downtown in April 1919, housed in connection with a general store and gasoline pump.

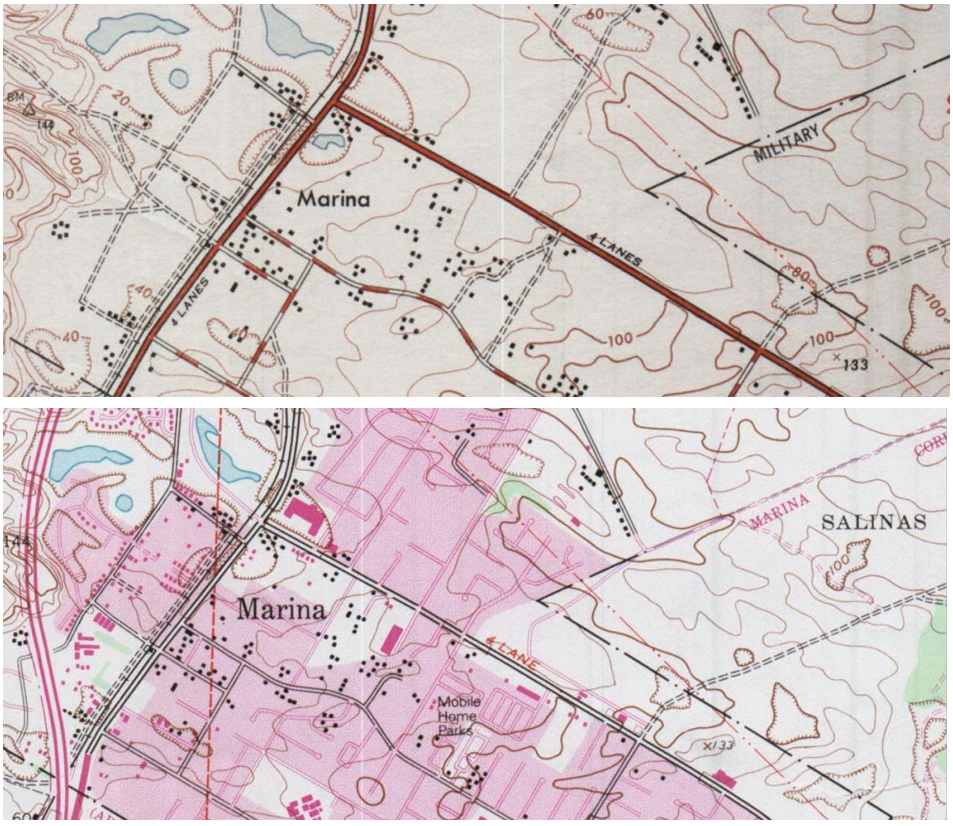


Figure 2-1. Downtown Marina in 1948 (above) and 1983 (below).
Source: United States Geological Survey

Marina continued to grow as Camp Clayton, Camp Gigling, and finally Fort Ord brought thousands of soldiers and their families to the region (Figure 2-2~~Figure 2-2~~). Between the 1930s and 1950s, new schools, churches, businesses, a community center, and hundreds of homes were constructed, many within the Downtown area. Del Monte Boulevard was the City's primary commercial corridor. The stationing of American G.I.s with foreign brides from World War II, the Korean War, and the Vietnam War significantly contributed to the Asian population in Marina. As a testament to Marina's unique diversity as a result of Fort Ord, Marina saw 12 consecutive years of Asian-American mayors with Mayor Robert T. Ouye serving from 1978 to 1981 and Mayor George J. Takahashi serving from 1981 to 1990.

Figure 2-1~~Figure 2-1~~ shows the evolution of one of Marina's prominent businesses, Mortimer's, from 1948 to 2019.

Figure 2-2. Mortimer's through the years (top to bottom): 1948, 1950s, 1994, 2018.

In 1986, the City established a Redevelopment Project Area in the central commercial core of Marina along Reservation Road and Del Monte Boulevard. That same year, the Seacrest Shopping Plaza—Marina's first major retail grocery store in over 20 years—was completed. Seacrest Plaza increased retail tax revenue and jobs, but the shopping center was auto-oriented and eliminated opportunities for some street connections in the Downtown, reinforcing the large-block pattern in Marina.

Fort Ord (Figure 2-3~~Figure 2-3~~) was downsized and then fully decommissioned in 1994. The closure of the fort had an immediate effect on the demographics and economy of Marina. The City's population fell by 9,000 and nearly 23,000 jobs in the region were lost, greatly impacting the development Downtown.

By the late 1990s and early 2000s, interest in the Downtown was surging. Residents participated on committees aimed at downtown vitalization, and Monterey-Salinas Transit proposed designs for a major transit facility in Marina.

Figure 2-3. Fort Ord as it appeared in 1941.
Source: Wikimedia Commons.

Historic images of Downtown Marina (clockwise, from top left): Pavia's Italian Dinner (1994; near Reservation Rd. and Ocean Terrace), Church of Christ (Cypress Ave.), Marina's first grocery store (early 1940s), Marina Post Office, Southern Pacific Flag Stop 117, Marina Fire Department (1964), Marina's first subdivision (centered around Vista del Camino), Navales Imports and Produce (1960's) (Source: Monterey Herald).

FOR LEASE
DEL MONTE ASIAN MARKET

2.2 Regional Context

Marina is situated in northwestern Monterey County along State Route 1 adjacent to the Monterey Bay, approximately eight miles north of the City of Monterey (Map 2-1~~Map 2-1~~). The City's 2017 population of 22,145 makes Marina the fifth largest city in Monterey County (behind Salinas, Seaside, Monterey, and Soledad), but it is expected to surpass Monterey and Soledad in population by 2045 (Association of Monterey Bay Area Governments (AMBAG), 2018).

Marina is unique in the Monterey Bay region, as it is entirely built upon the ancient sand dune soils at the southeast edge of the Bay. Its character is strongly influenced by this geography—from its climate and its rolling, low elevation topography, to its vegetation and landscaping dominated by Monterey Cypress and other coastal vegetation. Open views of ocean, dunes, and maritime chaparral help define Marina as a place rooted in the ecology of the Monterey Bay region.

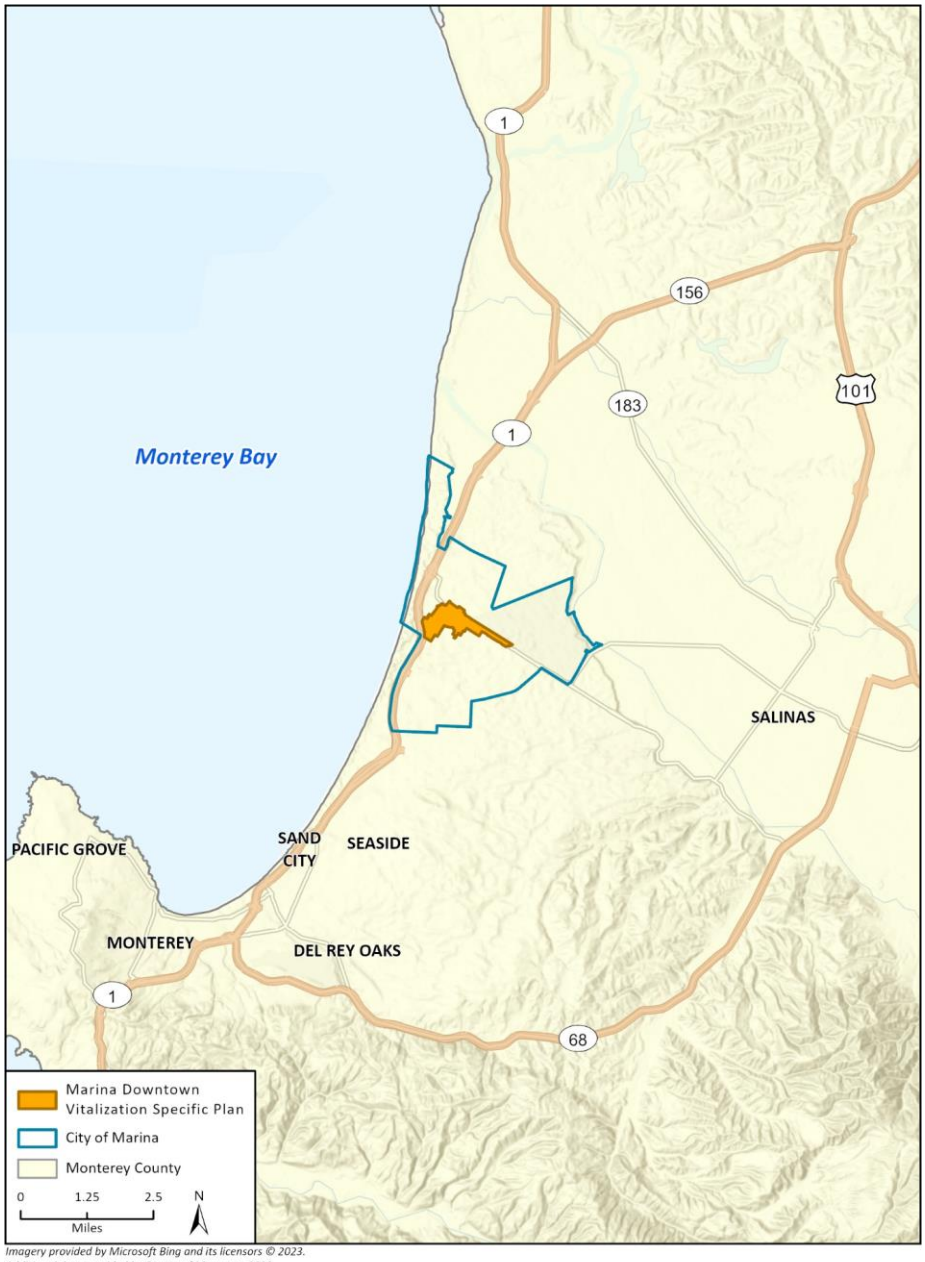
The City of Marina encompasses 6,086 acres and extends for five miles along the Pacific Ocean, from the City of Seaside on the south to the Salinas River on the north, and inland for four miles along the river to the municipal airfield.

The Specific Plan area is shown in Map 2-2~~Map 2-2~~. Downtown is centrally located in the City of Marina and encompasses approximately 320 acres. Downtown is generally bounded:

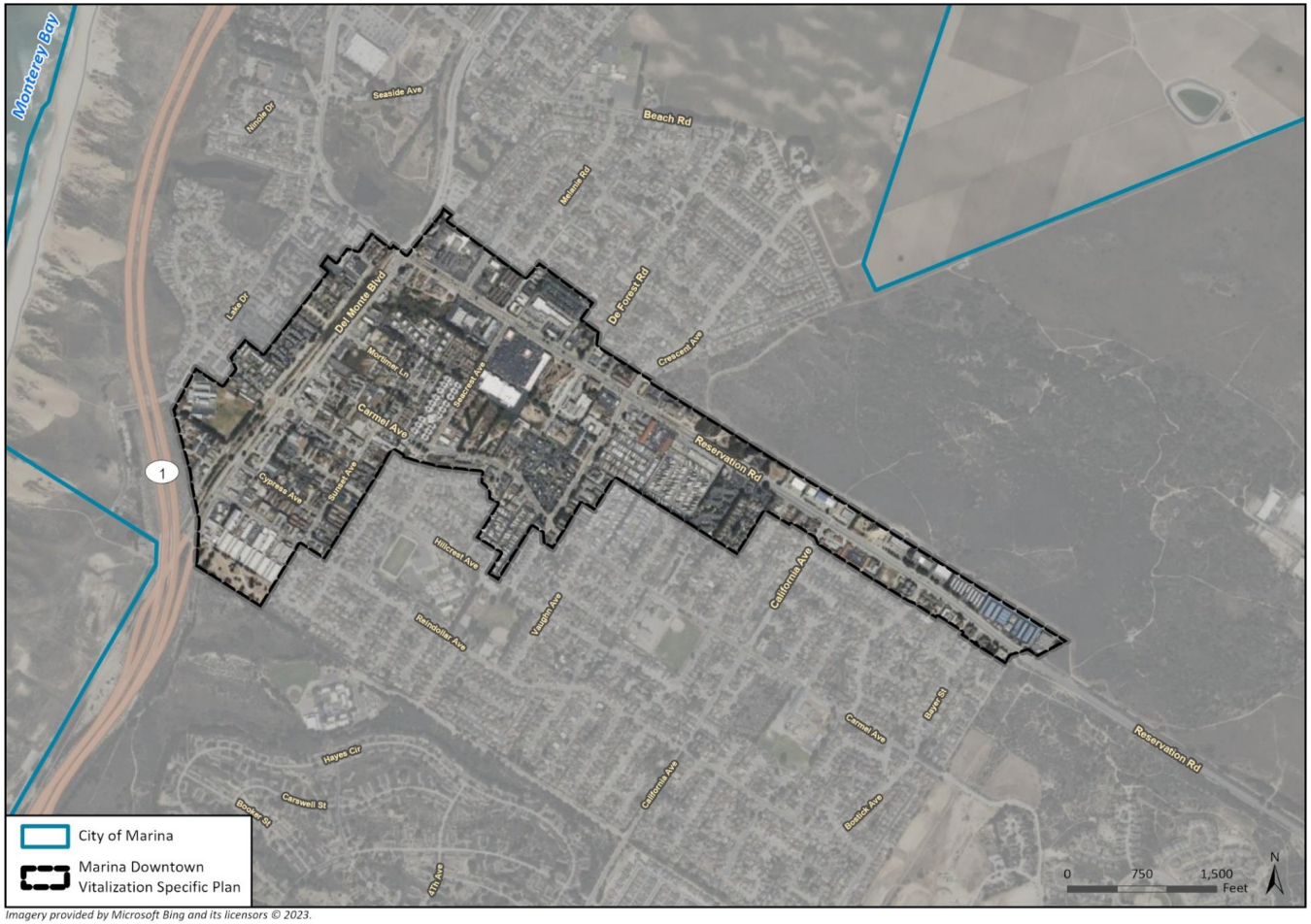
- To the north by the northern property line of parcels along the north side of Reservation Road;
- To the west by the properties generally west of Del Monte Boulevard;
- To the south by Reindollar Avenue, then east along Sunset Avenue to Carmel Avenue, hence east on Crescent Avenue and north along Crescent to the southerly property line of the El Rancho Shopping Center and abutting commercial properties along Reservation Road; and
- To the east by Salinas Avenue and the Monterey Peninsula Movers parcel at 503 Reservation Road.

Arterial roads in the Downtown are Reservation Road and Del Monte Boulevard. Public facilities include the Marina City Hall and Community Center, Police and Fire Station, Community Development and Public Works facilities, and the Marina Child Development Center. Locke-Paddon Park, the City of Marina's primary open space, is located immediately northwest of the Downtown.

A brief overview of Marina's history, demographics, natural setting, and economic climate helps to explain the factors that led to the creation of the Downtown Vitalization Specific Plan.



Map 2-1. Regional Context.



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Map 2-2. Specific Plan area.

2.3 Demographics

Although the French were the early settlers of Marina, with names such as Barbier, Lievre, and Teulier, the City's name is Spanish, and the current population mix is represented by people from many countries. The stationing of American G.I.s with foreign brides from World War II, the Korean War, and the Vietnam War significantly contributed to the Asian population in Marina. Prominent ethnic groups include Filipino, German, Korean, Vietnamese, Japanese, Chinese, Hawaiian, Guamanian, Puerto Rican, Mexican, and Samoan, along with others representing various Pacific islands including Okinawa and the Marianas.

In 1970, five years before Marina was incorporated as a charter city, the population was 8,343. In 1980, there were 20,647 people living in Marina, representing a growth rate of 147% over the course of a decade. The city continued to grow through the mid-1990s. At its peak, around 27,000 people lived in Marina.

The population declined following the closure of Fort Ord in 1994. Between 2000 and 2010, Marina lost 21% of its population, bottoming out at 19,529 residents. For the past several years, the city has experienced slow but sustained growth, reaching 22,246 residents in 2021. Projections indicate Marina will continue to grow, reaching a forecasted population of 30,044 by 2040 (AMBAG, 2022).

As shown in Table 2-1~~Table 2-1~~, Marina's population is aging. The median age was 26 in 1990 and 32 in 2000. The 2021 American Community Survey (ACS) estimates the median age in Marina was 35, consistent with the median age of Monterey County (35) but higher than the neighboring City of Salinas (31). Approximately 15 percent of Marina's residents were 65 or older in 2021 compared to 12% in 2010 and 8% in 2000.

Table 2-1. Demographic profile of the City of Marina

	2010	2021
Total population	19,529	22,246
Age Characteristics		
Median age (years)	35	35
Under 18 years	4,773 (24.2%)	4,597 (20.7%)
65 years and older	2,333 (11.9%)	3,247 (14.6%)
Housing Characteristics		
Total housing units	7,687	8,051
Occupied units	7,088	7,676
Vacant units	599	375
Owner-occupied	2,866 (37.3%)	3,153 (39.2%)
Renter-occupied	4,222 (62.7%)	4,523 (61.8%)
Average household size	2.76	2.72
Race and Ethnicity*		
Non-Hispanic white	7,058 (36%)	8,552 (38%)
Hispanic or Latino (of any race)	5,249 (27%)	6,286 (28%)
Black / African American	1,642 (8%)	1,500 (7%)
American Indian	31 (0.2%)	29 (0.1%)
Asian	3,376 (17%)	3,583 (16%)
Native Hawaiian / Pacific Islander	583 (3%)	441 (2%)
Some other race (not Hispanic / Latino)	46 (0.2%)	111 (0.5%)
Two or more races	2,103 (11%)	3,087 (14%)

Source: Bureau of the Census, ACS 2010 and 2021.
*Note: All race/ethnicity statistics are rounded to the nearest whole number. Percentages below 1% were not rounded.

Table 2-2. Population of Two or More Races in the City of Marina

Category	2020 Decennial Census
Population of Two Races	**3,343 (15% of total population in 2020 Census)***
White; Black or African American	248
White; American Indian and Alaska Native	285
White; Asian	746
White; Native Hawaiian and Other Pacific Islander	94
White; Some Other Race	1,455
Black or African American; American Indian and Alaska Native	18
Black or African American; Asian	121
Black or African American; Native Hawaiian, Other Pacific Islander	19
Black or African American; Some Other Race	55
American Indian and Alaska Native; Asian	17
American Indian and Alaska Native; Native Hawaiian, Other Pacific Islander	3
American Indian and Alaska Native; Some Other Race	61
Asian; Native Hawaiian and Other Pacific Islander	121
Asian; Some Other Race	75
Native Hawaiian and Other Pacific Islander; Some Other Race	25

Source: Bureau of the Census, Census 2020.
*Note: The difference in the percentage of Marina residents who identify as being of two or more races between 2020 and 2021 is the result of the different methods of surveying and estimating demographics used in the 2020 Decennial Census versus the 2021 American Community Survey.

A significant subset of Marina's aging population are veterans. Approximately 9% of Marina residents are veterans, double the rate of Monterey County. Seven percent of Marina's population under the age of 65 has a disability, compared to approximately 6 percent in Monterey County.

Though the City is aging, there is a growing student population living in Marina. Since 1995, California State University—Monterey Bay (CSUMB) has operated on former Fort Ord lands straddling Marina and Seaside. In 2015, there were an estimated 1,020 CSUMB students living in Marina. The student population is expected to increase to more than 6,300 by 2040, an increase of 518%. Students will account for 21% of Marina's population in 2040 compared to roughly 5% of the City's total population today.

While student population will be concentrated on and around the CSUMB campus, an increasing number of students are expected to take advantage of living accommodations in Downtown. The City therefore needs to be conscious of two major population groups—residents over the age of 65 who seek to age in place and students—as it works to create a Downtown that accommodates individuals and families of all ages and abilities.

The City should also be conscious of the various ethnic minorities that make up the population of Marina. The City's rich diversity is reflected in a variety of stores and restaurants—Chinese, Japanese, El Salvadoran, Filipino, German, Hawaiian, Korean, Mexican, Thai, and Vietnamese—within the Downtown. In 2022, the California Coastal Commission reported that approximately 62 percent of the city identify as people of color. According to the 2021 Census, approximately 38 percent of Marina's population identifies as non-Hispanic white. Sixteen percent identify as Asian alone, while approximately 7 percent identify as Black or African American, 2 percent as Native Hawaiian or Pacific Islander, and less than 1 percent as American Indian. Table 2-2~~Table 2-2~~ details the combinations racial/ethnic backgrounds of the approximately 14 percent of Marina residents who identify as being of two races. Approximately 28 percent of Marina's residents identify as Hispanic or Latino of any race. Including those who identify as being of two or more races, an estimated 29 percent of Marina's residents have some Asian or Pacific Islander heritage.

Figure 2-4. California State University—Monterey Bay.

Figure 2-5. The Asian Filipino Market, one of many diverse businesses in Downtown Marina. *Source: Asian Filipino Market*

The median household income in Marina in 2021 was $78,795, lower than the countywide median household income of $82,013. The proportion of people renting their homes in Marina has been on the rise since the turn of the century. It is important to create opportunities for homeownership in and around Downtown by encouraging a variety of housing options, including condominiums as well as affordable rental options.

2.4 Economics

Marina is a mid-sized coastal city that traditionally provided support services to people stationed at or working in the former Fort Ord. The city historically provided housing for working class families with jobs on the Peninsula, but Marina was greatly affected by the closure of Fort Ord in 1994. Though services remain an important part of the local economy, there are still opportunities to develop the city's economic base in Downtown.

Commercial and light industrial uses in the Downtown encompass roughly 860,000 square feet on 88 acres. The Downtown Core includes 407,000 square feet of commercial uses on 36 acres. Another 416,000 square feet of commercial uses can be found on 46 acres in the Transition zone.

Tax valuation varies wildly for properties in each zone. The average property tax value per acre in the Core, where buildings are generally older and properties have generally been owned for longer periods of time, is $1,339,750. This compares to an average per-acre property tax value of $1,613,578 in the Transition zone. Altogether, commercial and light industrial uses in Downtown Marina account for around $51 million in total land valuation and $78 million in improved valuation., or $129 million total.

Over the course of the development of the Specific Plan, the City has commissioned multiple economic studies and analyses to better understand the market conditions influencing Downtown and Marina more broadly. The various economic conditions analyses revealed the following key findings:

- The Downtown District is largely built out and has relatively few vacant or underutilized lots;
- Significant changes to the development pattern of Downtown would require substantial redevelopment of sites to achieve the Plan's development targets; and,

Economic development goals and strategies included:

- Maintain and grow existing businesses in the city;

- Attract new businesses and startups to the City's existing and developing commercial areas with a focus on sustainable industries;
- Develop destination related activities and facilities;
- Support regional efforts that increase the availability of a skilled workforce for Marina's businesses.
- Capitalize on the opportunity to provide necessary goods in services within Marina to limit retail "leakage" including general retail merchandise; clothing, apparel, and shoes, restaurants, including casual dining, fast casual, and quick service concepts, and building materials and supplies.
- Help facilitate the reuse of vacant shops and restaurants in the Downtown;
- Host special events in addition to the Farmers Market;
- Support appropriate residential development within and adjacent to the Downtown; and,
- Invest in strategic infrastructure projects through the City's capital improvement program (CIP) to upgrade pavement and enhance traffic circulation.

2.5 Land Use

Development in Marina reached a peak in the decades following World War II. Like most communities in those years, Marina's development was spread out, oriented toward the automobile, and characterized by low densities. Land uses were segregated, requiring most residents to drive to shopping, employment, and recreation destinations. Most buildings were only one or two stories in height. This remains the dominant development pattern in Marina today.

Downtown Marina is generally suburban in nature, dominated by a mixture of single-story retail commercial and office buildings, single-family homes, and one- to two-story multifamily residential units. The existing retail and office commercial uses are located primarily along Reservation Road and Del Monte Boulevard and are predominantly oriented in a strip mall configuration with the buildings behind large surface parking lots.

Marina's suburban character is influenced by its historic function as a housing and services center for the former Fort Ord military installation. A pattern of mixed-density housing and strip-retail center commercial development signifies a community that is highway-oriented. Buildings date primarily from the postwar era, with significant shopping centers dating from the late 1950s (Figure 2-6~~Figure 2-6~~).

Figure 2-6. Marina Village Shopping Center, late 1960s.

2.5.1 Existing Land Uses

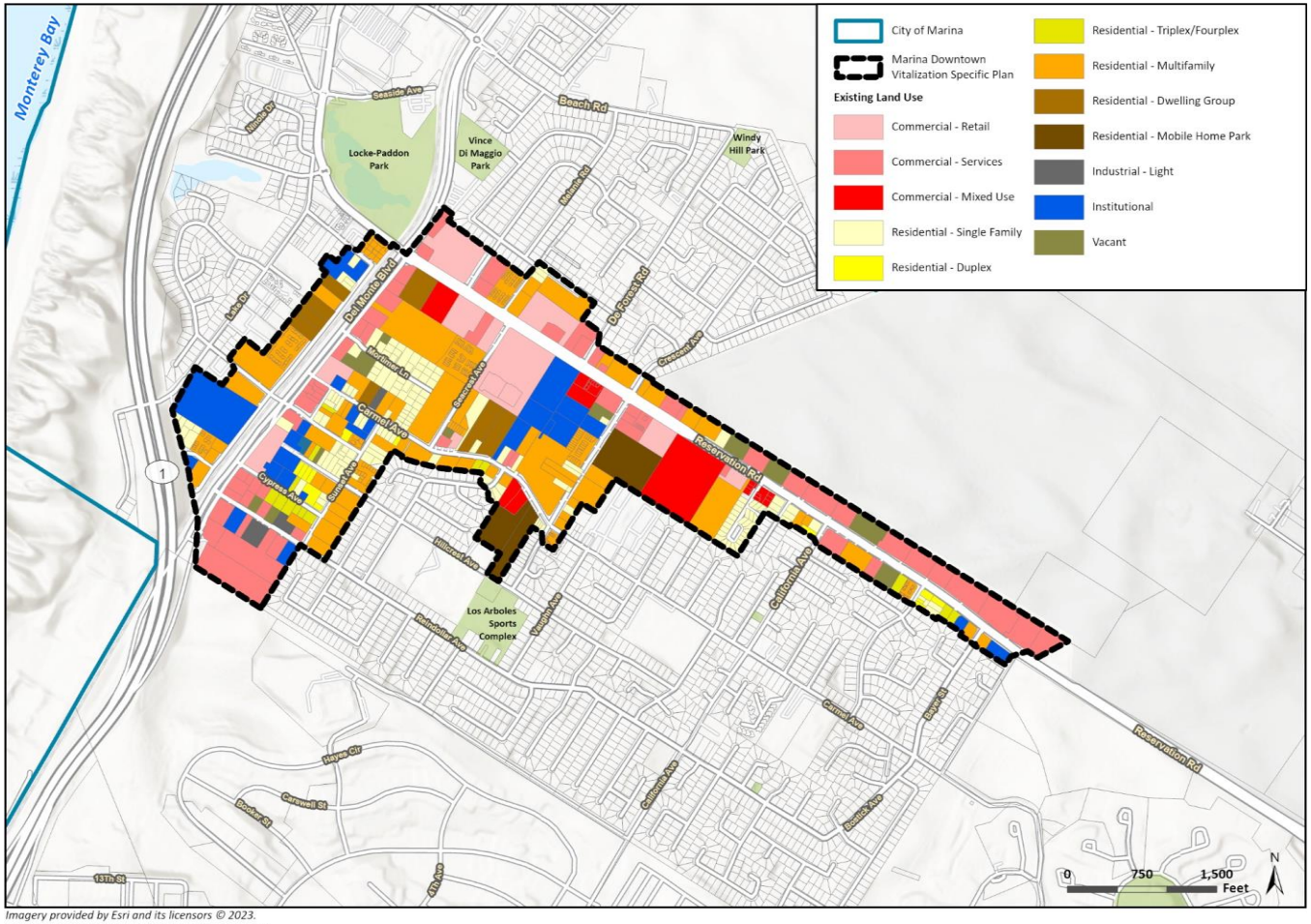
The Specific Plan area covers approximately 320 acres in Central Marina. While the downtowns of many cities benefit from mixed land uses that promote pedestrian activity and efficient use of space, single uses dominate most parcels in Downtown Marina (Map 2-3~~Map 2-3~~).

A majority of land in this area is devoted to residential (39 percent) and commercial uses (24 percent) Table 2-3~~Table 2-3~~ summarizes the distribution of existing land uses in the Specific Plan area. Multifamily uses alone represent more than half of all residential land use in the Specific Plan area (and 22 percent of total land use). Eight percent of total land area is devoted to single-family homes, with 3 percent each to dwelling groups and mobile home parks. Duplexes, triplexes, and fourplexes together make up just over 2 percent of total land area. There are currently a total of approximately 2,300 housing units and 1 million square feet of commercial space in the Specific Plan area.

Two-thirds of commercial uses are office-related, representing 16 percent of total land area. Retail and visitor-serving uses take up 8 percent of the total land area. Remaining land uses are split between institutional and civic (9 percent), mixed (2 percent), and light industrial (1 percent). There are no recreational uses in Downtown. Vacant lots, which comprise 2 percent of land area, could provide an opportunity for the development of parks and other recreational facilities.

Table 2-3. Existing land uses by acreage in the Downtown Vitalization Specific Plan area

Land Use	Acres	%
Multifamily	71.01	22%
Single Family	26.21	8%
Mobile Home Park	11.12	3%
Dwelling Group	9.68	3%
Triplex/Fourplex	3.65	1%
Duplex	2.58	1%
Total Residential	**124.24**	**39%**
Retail/Services	27.35	8%
Office/Other Commercial	50.37	16%
Total Commercial	**77.72**	**24%**
Light Industrial	2.09	1%
Mixed Use	15.70	5%
Institutional	27.71	9%
Recreation	0	0%
Right-of-Way	67.03	21%
Total Public Uses	**94.74**	**30%**
Vacant Lots	7.56	2%
TOTAL	**322.05**	**100%**
Note: Acreages of each land use are based on a survey by City staff in 2018.		



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Additional data provided by the City of Marina, 2022.

Map 2-3. Existing land uses in Downtown Marina.

2.6 Mobility

Street conditions in the Downtown reflect a mid-20th Century focus on the automobile at the expense of other forms of transportation (Figure 2-7~~Figure 2-7~~). Travel lanes are wide, right turn lanes are prevalent, and curb radii are typically large, allowing drivers to make sweeping turns without stopping. There are significant gaps in the sidewalk network and where they are present, sidewalks are often narrow and poorly maintained. For example, a two-block stretch of Del Monte Blvd between Palm Ave and Mortimer Lane is mostly devoid of sidewalks, and pedestrians are forced to walk on asphalt directly adjacent to high-speed vehicular traffic. These issues make walking to destinations in the Specific Plan area more dangerous and unpleasant for pedestrians.

Figure 2-7. Typical portion of Del Monte Blvd with wide travel lanes for automobiles and missing sidewalks.

2.6.1 Existing Vehicle Network

The existing network of roadways throughout Downtown Marina is shown in Table 2-4~~Table 2-4~~. The network comprises expressways, arterials, collectors, and local streets, as defined below, and shown in Map 2-4~~Map 2-4~~.

Table 2-4. Roadway Classifications within the Downtown Vitalization Specific Plan area

Classification	Roadway	
Four-Lane Expressway	• Del Monte Boulevard (near Highway 1 interchange)	
Four-Lane Arterial	• Del Monte Boulevard	• Reservation Road
Two-Lane Collector	• California Avenue • Carmel Avenue • Crescent Avenue • De Forest Road • Palm Avenue	• Reindollar Avenue • Salinas Avenue • Seacrest Avenue • Sunset Avenue • Vista Del Camino
Local Street	• Bayer Street • Bennett Court • Busby Lane • Carmel Circle • Casa de Bolea • Crestview Court	• Lynscott Drive • Marina Drive • Mortimer Lane • Ocean Terrace • Ocean View Court • Paddon Place

Classification	Roadway	
	• Cypress Avenue • Debbie Drive • Elm Avenue • Eucalyptus Street • Hillcrest Avenue	• Rose Lane • San Pablo Court • Terry Circle • Viking Lane • Zanetta Drive

Expressways: Circulation on expressways is limited to major intersecting streets with large traffic volumes. Intersections along expressways contain full protected left-turn lanes and should contain exclusive right-turn lanes.

Arterial: Arterials are major thoroughfares that provide efficient connections to major destination points and to primary gateways in and out of the city (Figure 2-8~~Figure 2-8~~). Arterials carry moderate to large traffic volumes but have lesser capacity than expressways. In most downtown districts arterials serve as major bicycle routes and generally do not contain exclusive right-turn lanes in an effort to be more pedestrian friendly.

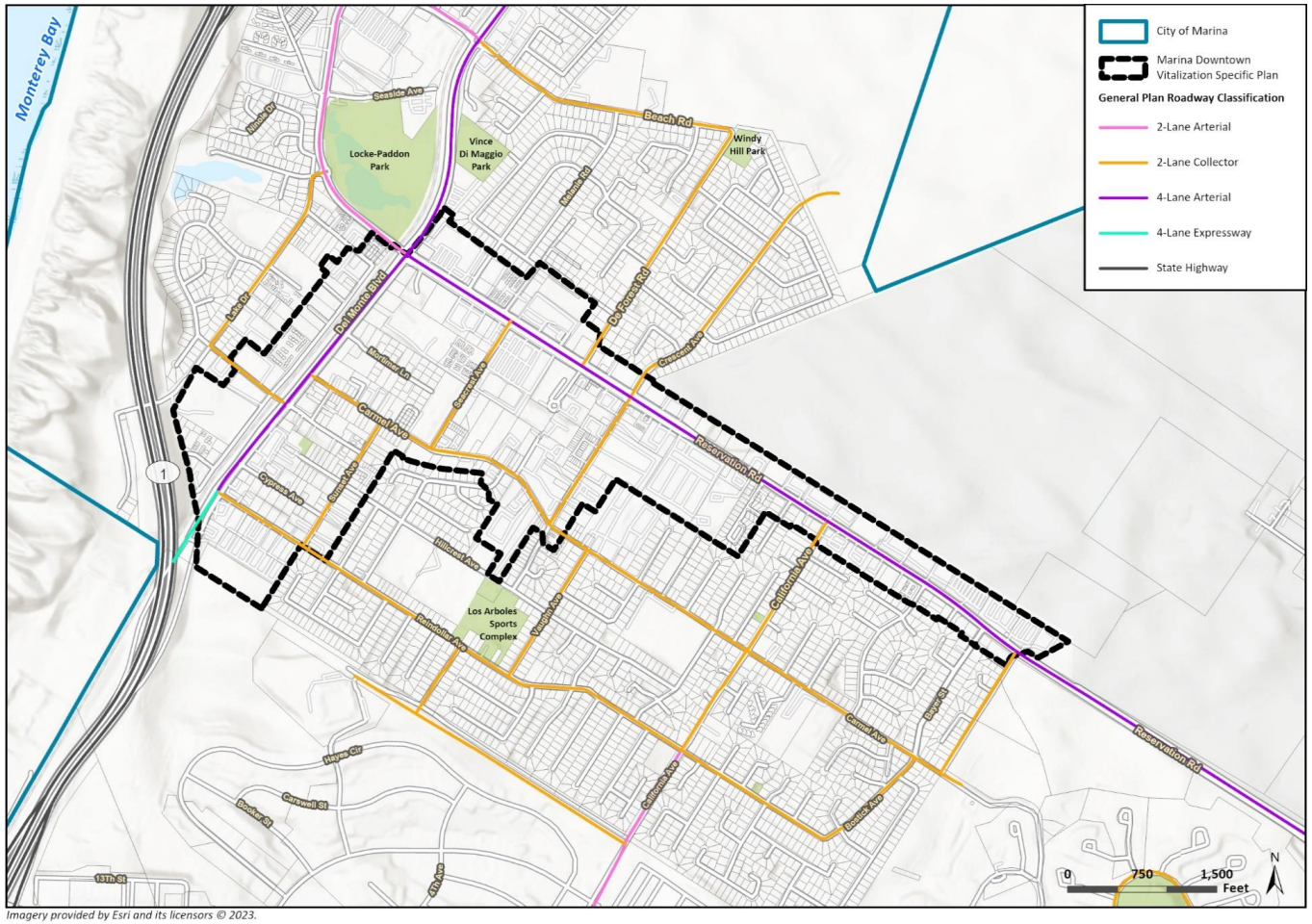
Figure 2-8. Reservation Road functions as an arterial street.

Collector: Collectors function to gather vehicular trips from local streets within a residential neighborhood or commercial district and distribute the trips to the City's major streets. They carry a moderate level of traffic volumes at moderate speeds.

Local Streets: Local streets accommodate vehicular and non-vehicular traffic to and from dwellings and facilities within neighborhoods at low speeds. Traffic flow control utilizes stop signs, narrower widths, and curved alignments.

2.6.2 Connectivity

Typically, a downtown consists of a well-connected street grid that comprises around 30 – 35 percent of the total land area and this connectivity makes the area more walkable and bikeable. The public right-of-way in the Specific Plan area encompasses 62 acres, or 20 percent of the total land area. This is an unusually small percentage of land for a downtown area. Problems associated with limited connectivity of the street grid include traffic congestion, speeding, and increased pollution. Residents of communities with a low connectivity street network often drive more because fewer destinations are accessible within comfortable walking or biking distance.



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Additional data provided by the City of Marina, 2022.

Map 2-4. Roadway Classifications.

The number of three– and four-way intersections in a given area (known as intersection density) is one way to quantify the connectivity of a street network. When compared to other communities in the Monterey Bay region, the number of intersections in Downtown Marina is dwarfed by the number of intersections in the downtown areas of other cities. Table 2-5~~Table 2-5~~ compares the intersection density of Downtown Marina with other Central Coast communities. The street grids of Marina and other cities in the region are compared in Figure 2-9~~Figure 2-9~~. In a 160-acre portion of Downtown, Marina has only nine intersections, compared to 25 in Seaside, 29 in Salinas, 31 in Monterey, and 80 in Pacific Grove.

Table 2-5. Number of three– and four-way intersections in a 160-acre portion of downtown.

City	Number of Intersections	City	Number of Intersections
Marina	**9**	Paso Robles	22
Carmel-by-the-Sea	39	Salinas	29
Gilroy	24	San Juan Bautista	27
Gonzales	24	San Luis Obispo	29
Greenfield	19	Santa Cruz	28
Hollister	39	Santa Maria	21
King City	22	Seaside	25
Monterey	31	Soledad	22
Pacific Grove	80	Watsonville	22

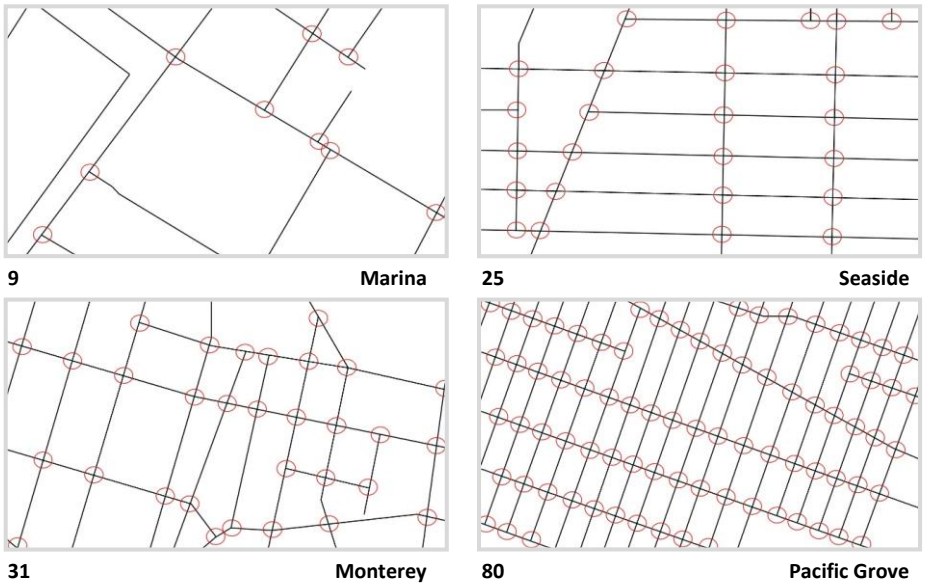


Figure 2-9. Number of three– and four-way intersections in regional downtowns.

2.6.3 Pedestrian and Bicycle Network

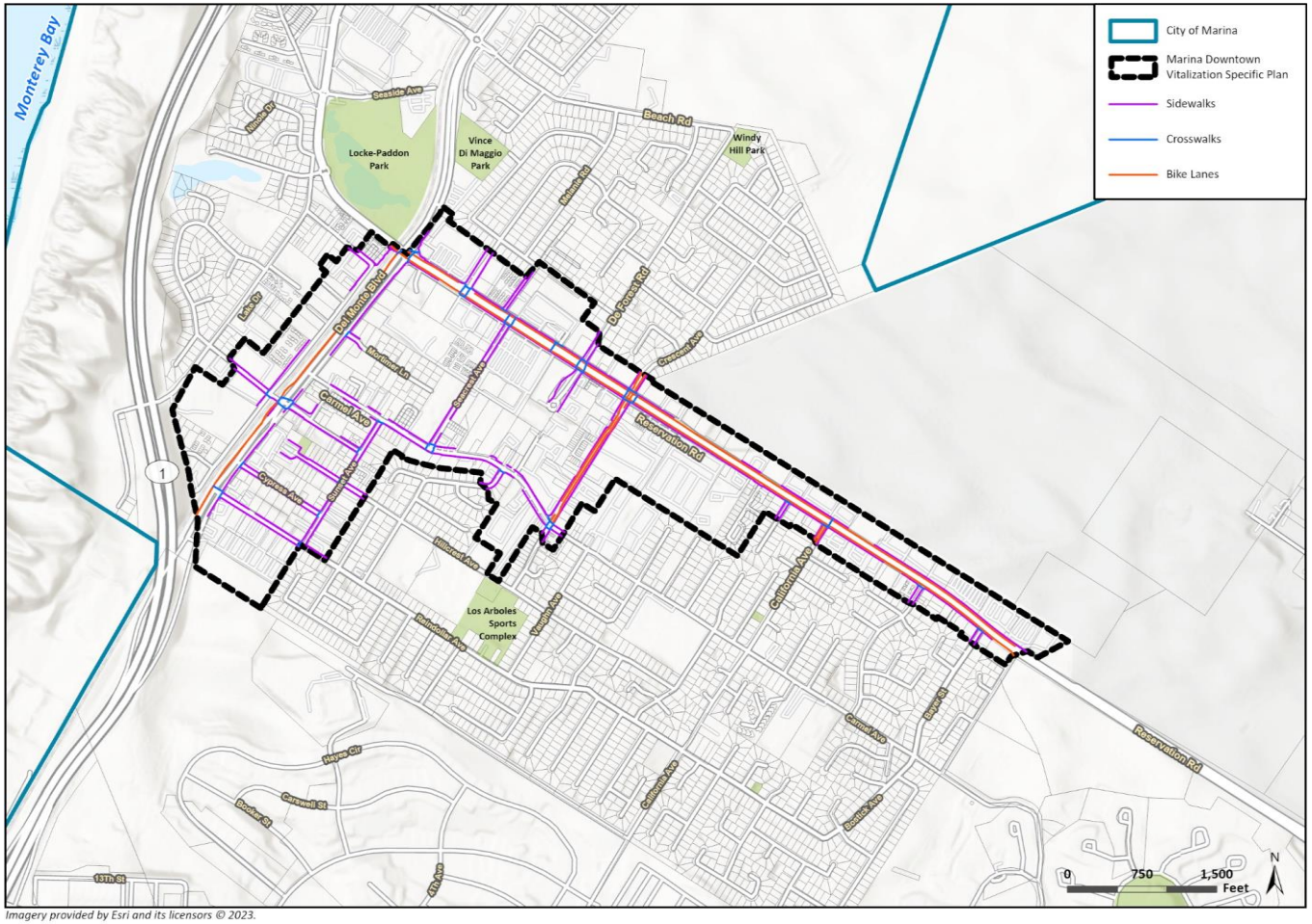
The pedestrian sidewalk network within Downtown Marina is fairly well developed, with existing sidewalks on collector and arterial roadways, as well as along most local streets. However, sidewalks along Del Monte Boulevard, Carmel Avenue, Reindollar Avenue, Reservation Road, and Seacrest Avenue are incomplete. In addition, many sidewalks are not wide enough for simultaneous pedestrian use or have obstructions that partially block pedestrian flow. Map 2-5~~Map 2-5~~ shows existing pedestrian and bicycle infrastructure in the Specific Plan area.

Figure 2-10. Monterey Bay Coastal Bike Path.

The bicycle network in Downtown Marina includes Class I and Class II bikeways. Class I bikeways are generally referred to as bicycle paths and provide a completely separated right-of-way for the exclusive use of bicycle and pedestrian traffic. Class II bikeways, commonly called bicycle lanes, provide a striped lane for one-way bicycle travel on a street or highway.

There is one Class I bikeway within Downtown: the Monterey Bay Coastal Bike Path (Figure 2-10~~Figure 2-10~~), which currently extends 19 miles from Castroville to Pacific Grove. There are Class II bikeways along Reservation Road, Crescent Avenue, and California Avenue.

As noted in the City's Pedestrian and Bicycle Master Plan, the existing bicycle network provides limited connections for cyclists within City limits, including the Downtown. The Monterey Bay Coastal Bike Path provides connections for those who commute to areas outside of the city and for those who use the trail for recreational purposes. The existing bicycle path network is not adequate to meaningfully encourage drivers to use bicycles when commuting within the city or Downtown.



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Additional data provided by the City of Marina, 2022.

Map 2-5. Network of sidewalks, street crossings, and bicycle lanes in Downtown Marina.

2.6.4 Parking

The Specific Plan area has nearly 8,000 parking spaces. As shown in Table 2-6~~Table 2-6~~, roughly three-quarters of all available parking (6,144 spaces) is off-street in private lots, including residential, commercial, and industrial areas. Three percent of the area's parking supply—276 spaces—is located off-street in parking lots available to the public, including state court, school, post office, and civic facilities. The remaining 20% of parking (1,570 spaces) is located on the street and is generally accessible to all visitors and residents of Downtown.

In September of 2022, Kimley Horn conducted a parking occupancy study in the Seacrest and Marina Square shopping centers. The study found that peak weekday parking demand was roughly 50% of the provided parking supply. In addition, assuming a realistic percentage of trips are made from within the Specific Plan area and via alternative transportation, the study estimated that buildout of the Specific Plan would result in a total peak parking demand of 6,764 - 8,880 spaces.

Table 2-6. Parking spaces in the Downtown Vitalization Specific Plan area

Parking Spaces	Number of Spaces	Percent of Total Spaces
Off-street in private lots	6,144	77%
Off-street in public lots	276	3%
Total off-street parking	6,420	80%
On-street parking	1,570	20%
TOTAL PARKING	**7,990**	**100%**

2.6.5 Transit Facilities

The Monterey-Salinas Transit (MST) facility within Downtown Marina is known as the Marina Transit Exchange. It is located on the south side of Reservation Road at the intersection with De Forest Road (Figure 2-11~~Figure 2-11~~). The Transit Exchange was constructed in accordance with the Marina Transit Center Specific Plan (October 2006) which, in addition to guiding the development of the Transit Exchange itself, looks to facilitate the development of a small-scale, transit and community-oriented mixed-use center in Downtown Marina.

MST routes currently serving Downtown Marina include:

- Sand City - Marina via Gen Jim Moore (Line 17)
- Sand City - Marina via Monterey Road (Line 18)
- Monterey – Salinas (Line 20)
- Salinas - VA DOD Clinic (Line 61)

Figure 2-11. Monterey-Salinas Transit Exchange.

2.6.6 Regional Mobility Framework

In June of 2022, the Association of Monterey Bay Area Governments (AMBAG) published Moving Forward: Monterey Bay 2045 (Figure 2-12~~Figure 2-12~~) the region's Governments Metropolitan Transportation Plan and Sustainable Communities Strategy (MTP/SCS). The MTP/SCS was completed through collaboration with AMBAG staff, Transportation Agency for Monterey County (TAMC) staff, and staff from local

jurisdictions in the Monterey Bay Area. The plan focuses on two key areas: 1) improved mobility, accessibility, and coordinated transportation, and 2) a land use strategy that houses the region's future population while preserving the most important agricultural lands and natural areas. These strategies aim to reduce vehicle miles traveled (VMT) and greenhouse gas emissions (GHG) through improved coordination between regional transportation and local land use planning. By drawing attention to these regional goals, the MTP/SCS highlights the value of coordination and resource sharing among Monterey Bay Area localities.

The following goals for the MTP/SCS were adopted by the AMBAG Board of Directors:

- Access and Mobility – Provide convenient, accessible, and reliable travel options while maximizing productivity for all people and goods in the region.
- Economic Vitality – Raise the region's standard of living by enhancing the performance of the transportation system.
- Environment – Promote environmental sustainability and protect the natural environment.
- Healthy Communities – Protect the health of our residents; foster efficient development patterns that optimize travel, housing, and employment choices and encourage active transportation.
- Social Equity – Provide an equitable level of transportation services to all segments of the population.
- System Preservation and Safety – Preserve and ensure a sustainable and safe regional transportation system.

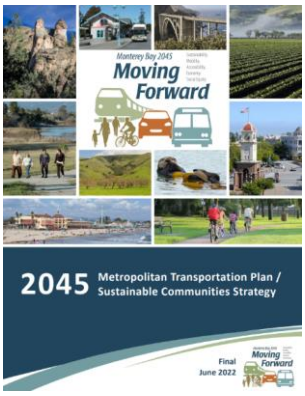


Figure 2-12. Metropolitan Transportation Plan / 2045 Sustainable Communities Strategy

2.6.7 Monterey Peninsula Light Rail Transit and SURF! Bus Rapid Transit System

TAMC completed an environmental review for a proposed fixed guideway service to and from the Monterey Peninsula. The project would have provided light rail transit service using the existing Monterey Branch Line alignment, which was purchased by TAMC in 2003 for $9.3 million. The 16-mile corridor extends between Monterey and Castroville on the publicly owned tracks adjacent to Highway 1. A planned first phase of the project would have run between Monterey and Marina with key stations in Monterey, Seaside, Sand City, and Marina/CSUMB, and connecting bus service to Pacific Grove and Carmel to the south and Salinas to the east. Later phases were to extend service to the proposed commuter rail station in Castroville and to increase the frequency of trains. Rail service was to begin by 2015 with two light rail stations Downtown, both on the west side of Del Monte Boulevard at Reservation Road and Palm Avenue although funding for this project has not yet been secured.

While the construction of a light rail system is still the long-term goal for TAMC, MST is working to develop a bus rapid transit system utilizing the existing Monterey Branch Line right of way. MST SURF! is estimated to cost $50 million to complete as opposed to the Monterey Peninsula Light Rail project's $145 million estimate. TAMC is providing $15 million in project support through Monterey County's Transportation Safety & Investment Plan (Measure X) funds approved by Monterey County voters in 2016. The SURF! Project is slated to open to the public in 2027 and includes a station within the Specific Plan area at the corner of Del Monte Boulevard and Palm Avenue.

3 Downtown Vision

Exceptional downtowns integrate a city's natural setting and built environment to create opportunities for human interaction. These downtowns have a distinct identity. They are places people want to stop and visit rather than places to simply pass through. Much of the work in creating a memorable downtown involves adopting effective design standards for developments and civic space. In Central Marina, building on existing strengths, recognizing weaknesses and threats, and pursuing opportunities will help to achieve the vision for Downtown.

The Marina Downtown Vision was adopted by the City Council in July 2005. The Vision was intended to supplement the General Plan by encouraging development in the Downtown area. The Vision provides direction for the physical design of Downtown Marina and calls for new development that meets or exceeds the City's policies and standards. Issues addressed include community identity, fiscal health, infrastructure, safety and security, services, design, and sources of funding. The underlying intent of the Vision has been incorporated into the Downtown Vitalization Specific Plan and will be implemented by the various goals, policies, and design standards included in this plan.

The Vision of the Specific Plan is to establish Downtown Marina as:

> ***A place with a unique, small coastal town character where people can work, live, and shop in an environment that creates a feeling of cohesiveness, compactness, and individual community identity; a place with a vibrant economy that accommodates a variety of businesses, residences, and civic uses; and, a place that is architecturally pleasing and sustainable, achieved through attractive storefronts, eco-friendly design, and plentiful landscaping and pedestrian amenities to encourage people to walk along tree-lined streets and socialize in civic and public spaces.***

Pedestrian right-of-way with outdoor dining.

The long-term viability of the vision hinges on attracting a regional customer base, including tourists and shoppers from neighboring communities, fostering a vibrant community within downtown by providing much needed housing, and establishing a clear identity for Downtown. This is to be achieved through the implementation of the policies and programs discussed throughout the Specific Plan.

The Downtown Ad Hoc Committee called for a "strategically located" town center, anchored by retail, civic, and public transit uses within walking distance of high-density residential uses. Development was to be pedestrian focused and family friendly with opportunities for social interaction placed throughout the Downtown. Reservation Road was highlighted as the preferred location for the highest intensity retail

activity and high intensity residential densities, and traffic calming was identified as crucial for improving pedestrian access along Reservation Road.

The Downtown Vitalization Specific Plan incorporates many of the objectives of AMBAG's 2045 MTP/SCS by designing for and encouraging walkability, encouraging higher-density development near transit facilities, and promoting sustainable design and high-performance construction practices emphasizing energy efficiency, healthy indoor air quality, and climate resilience.

Greater density and building heights will distinguish Downtown from other areas of the City and create visual interest. An overarching aim is to consolidate important land uses and make Downtown an identifiable area with attractive streetscapes.

3.1 Plan Goals

The Specific Plan seeks to establish a direct connection between the City of Marina's General Plan and opportunities for vitalization and enhancement within Downtown Marina. An overall goal is the orderly development of Downtown Marina in a method consistent with the City's General Plan and, more specifically, with the community's vision as developed through the community outreach process. The Goals of the Specific Plan include:

Land Use and Development—A community with a safe, walkable, and vibrant downtown, that attracts diverse business opportunities, encourages appropriate mixed uses, and integrates adjoining neighborhoods, parks, and trails.

Community Identity— A Downtown that supports innovation in design and employs environmentally responsible building practices, net-zero building principles, and is designed to create more comfortable, environmentally responsible, energy efficient, and healthier indoor and outdoor environments.

Cultural Diversity—A Downtown where people of all incomes, ages, abilities, races, and cultures feel like they belong.

Housing Affordability—A variety of affordable, high-quality and high-performance housing options for people to live in Downtown.

Environmental Responsibility and Sustainability—A Downtown that supports innovation in design and employs high-performance building technology, net zero-energy and net zero carbon principles, and is designed to create more comfortable, environmentally responsible, energy efficient, and healthy indoor and outdoor environments.

Economic Vitality—An environment that attracts and sustains economic activity through innovation, business, and social opportunities.

Mobility—A Downtown with safe and efficient pedestrian and vehicular circulation that encourages people to gather, walk, cycle, or use public transportation.

Public Facilities and Infrastructure— Ensure that adequate public services and public utilities are provided for future development, and enhance the Downtown by planning for future public facilities.

The Specific Plan can be viewed as a springboard to a better Downtown. Change will not be immediate, but implementing the goals, policies, programs, and development standards in the Specific Plan can ensure future development will coalesce into an attractive and functional Downtown. Since planning is an active process, this document should not be seen as unchangeable.

Built environment.
Source: Google Earth, 2022

4 Land Use and Development

The primary goals of this Specific Plan are to establish Downtown Marina as a vital destination center that accommodates a mix of commercial, retail, dining, entertainment, parks, and residential uses and to maximize the City's ability to capture future economic opportunities that otherwise might be lost to neighboring jurisdictions. The Specific Plan promotes these goals by creating a land use policy framework that will guide development within the plan area to create a thriving downtown over the next approximately 20 years.

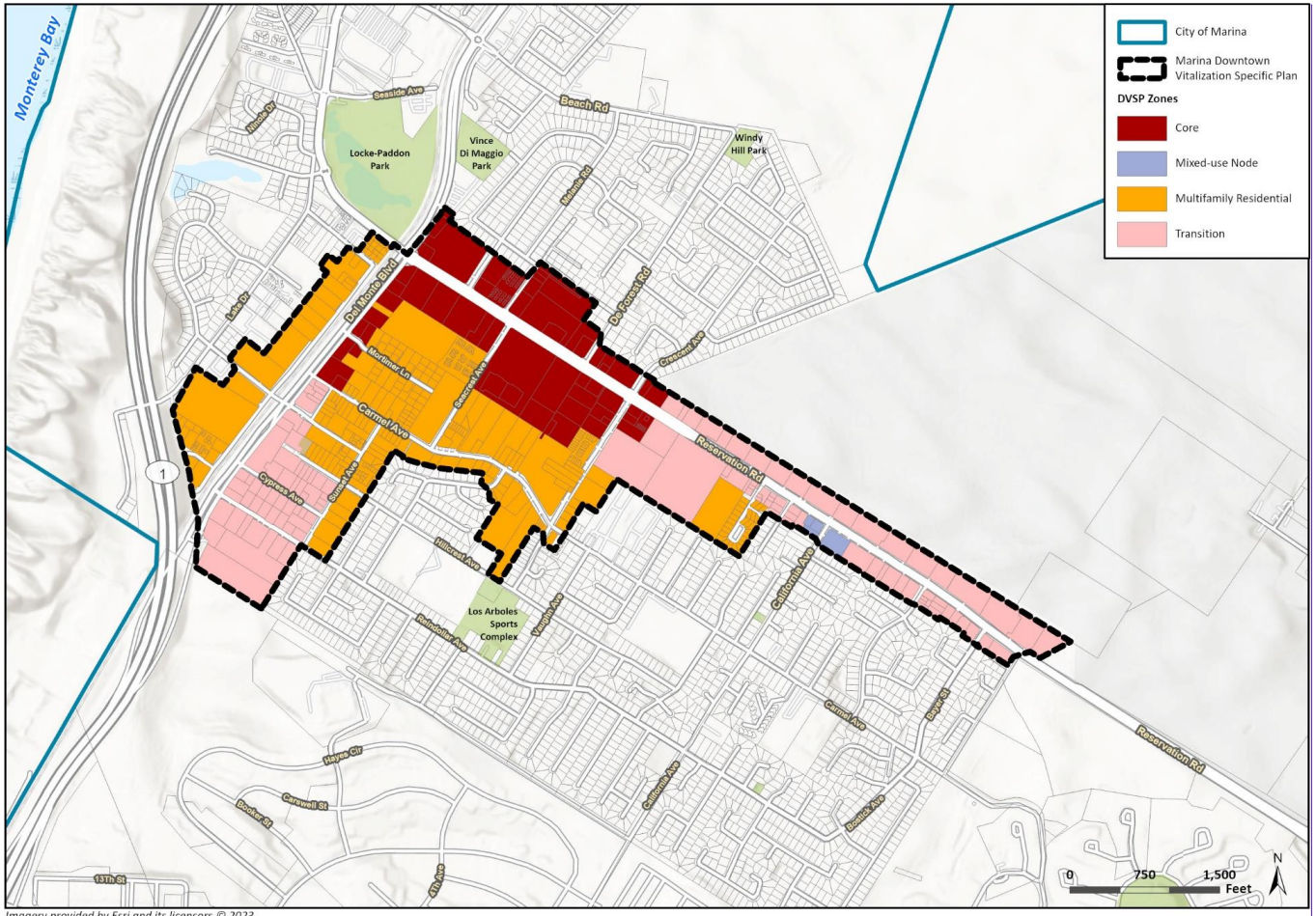
This chapter discusses land use designations and development potential, as well as policies and programs to develop a unique identity and sense of place in the public realm. The land use policies discussed in this chapter, along with design and development standards and permitted uses in **Appendix A: Development Code** and **Appendix B: Design Guidelines**, form a complete set of policies that will steer future land development and redevelopment within the Downtown. The following land use policies are intended to create and reinforce the desired urban image of Downtown and improve the overall aesthetic appearance and functionality of the street network. When implemented with standards in the Development Code, these policies and standards create predictability and therefore incentive for private investment in Downtown.

4.1 Land Use Plan

The Specific Plan calls for up to 2,904 additional residential units in the Downtown area. Currently, there are roughly 2,300 residential units in Downtown, so this Plan would more than double the residential capacity of the area. The Specific Plan also allows for the development of an additional 530,000 to 1,380,000 square feet of retail and office space. Currently, there is just over 1 million square feet of retail and office space in the Downtown.

4.1.1 Land Use Designations and Intent

The Specific Plan establishes the following land use designations to implement the Land Use Plan. The land use designations shown in Map 4-1~~Map 4-1~~ are intended to function as implementing zoning in accordance with **Appendix A: Development Code**. Appendix A includes a Land Use Matrix which lists uses permitted in each district as well as development standards (property line setbacks, building heights, etc.) and other objective design standards.



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Additional data provided by the City of Marina, 2022.

Map 4-1. Land Use Plan

Commented [TM1]: Mixed-Use Node to be eliminated and referenced as "Transition formerly designated as Mixed-Use Node"

Core District

The intent of the Core district is to permit and encourage higher intensity commercial and mixed-use development. The goal is to create a mix of different land use types in a planned and integrated manner, including office, retail, and service commercial uses along with multifamily residential uses. The Core will become a vital economic center served by a variety of transportation modes, including facilities for people who walk, cycle, and use public transit. This type of compact development around high-quality transit systems, also known as transit-oriented development, is envisioned around the Monterey Salinas Transit Center and will be a guiding concept of this district.

~~Mixed-use Node District~~

~~The Land Use Plan calls for the creation of a mixed-use node at the intersection of Reservation Road and California Avenue. This node, surrounded by the lower-intensity Transition district, would feature multistory mixed-use buildings with retail and commercial space on the ground floor and additional commercial space or residential uses on the floors above similar to the types of development expected in the Core district. The mixed-use node is strategically located at a gateway into the Downtown Core to help ensure a vibrant, urban atmosphere is associated with Downtown Marina.~~

Transition District

The intent of the Transition district is to permit and encourage commercial, multifamily residential, and mixed-use developments at a slightly reduced density compared to projects in the Core district. The Transition district serves as a connection between the Core and lower-density, single-use districts in other parts of the city, especially districts dominated by single-family homes. Because the Transition district encompasses two prominent gateways into the city (at east Reservation Road and the confluence of Highway 1 and Del Monte Boulevard), land uses should be inviting and visually interesting. Parking is screened and located behind or to the side of buildings, and building setbacks are landscaped with appropriate materials.

Multifamily Residential District

The intent of the Multifamily Residential district is to permit and encourage residential developments of up to three stories in height with up to 35 units per acre. Multifamily residential uses near the Core are critical for providing an affordable housing supply and population to support businesses in Downtown. An additional 154 residential units are proposed in the Multifamily Residential district.

4.1.2 Development Potential

The amount of development that can reasonably be expected under the Plan is referred to as "buildout." Buildout is expected to occur over the approximately 20-year planning horizon. Table 4-1~~Table 4-1~~ details the potential residential units and commercial square footage that could result from buildout of the Specific Plan. This total represents the maximum development that could be expected in 2040 if the Specific Plan is implemented according to the land use designations described above.

Table 4-1. Anticipated new development by zone in the Downtown Specific Plan area

Land Use	Acres	Commercial Square Footage		Residential Units	
		Minimum	Maximum	Residential Density	Maximum Units
Core and Transition formerly designated as Mixed-use Node District	56.4	317,766	901,470	70	1,372
Retail	-	208,427	675,390	-	-
Office	-	109,339	226,080	-	-
Transition District	104.0	214,322	483,727	50	1,378
Retail	-	70,352	199,279	-	-
Office	-	143,970	284,448	-	-
Multifamily Residential District	106.7	-	-	35	154
Total	**267.08**	**532,088**	**1,385,197**	**-**	**2,904**

4.1.3 Objective Design and Development Standards

Objective design and development standards are a key implementation strategy of the Specific Plan. Objective design standards are intended to make the requirements that apply to development projects more predictable and easier to interpret for all stakeholders, including decision makers, City staff, applicants, and members of the public. The purpose of objective design standards is to inform applicants beforehand what requirements apply to a proposed development and to enable the applicant to design a compliant project prior to submittal.

Government Code Sections 65913.4 and 66300(a)(7) defines Objective design standards as standards that:

> ***involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official before submittal.***

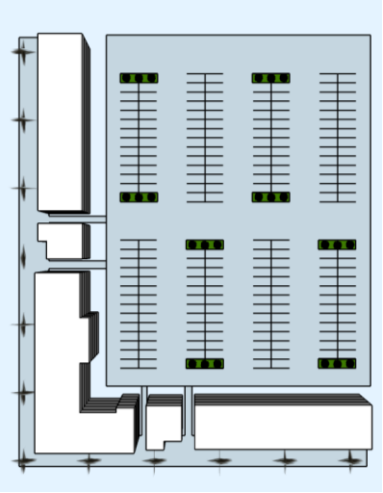


Figure 4-1. Traditional Downtown site layout with buildings brought to the edge of the sidewalk and parking in the rear.

In the case of Marina, the standards are intended to foster a more traditional downtown built environment as opposed to the suburban development pattern seen in Marina today (Figure 4-1~~Figure 4-1~~). This will involve requiring that buildings in new developments are oriented toward the street and built closer to the sidewalk instead of behind large parking areas.

Objective design and development standards allow for streamlined approval of certain proposed projects while still requiring these projects to further the functional and aesthetic goals of the Specific Plan. The design and development standards detailed in **Appendix A: Development Code** address characteristics of architectural design and site planning including:

- Building Location and Orientation
- Building Articulation, Massing, and Scale
- Architectural Elements
- Materials and Color
- Utility and Service Areas
- Circulation and Access

In addition to the Objective Design Standards, Developers are encouraged to reflect the cultural and ethnic diversity of Marina in new architecture, which will help to create a unique identity that will distinguish Marina from neighboring communities. See **Appendix B**: **Cultural Design and Landscaping Elements** for more details.

4.2 Placemaking Framework

The following goals and policies outline the desired future conditions of the Specific Plan area and create a framework for the development of a vibrant Downtown Marina.

4.2.1 Vibrant, Mixed-Use Downtown

The primary goal of the Specific Plan is to promote land use that emphasizes community, creates a safe, walkable, and vibrant Downtown, attracts diverse business opportunities, encourages appropriate mixed uses, and integrates adjoining neighborhoods, parks, and trails. The Specific Plan looks to establish Downtown Marina as a vital destination center that accommodates a mix of commercial, retail, dining, entertainment, parks, and residential uses.

The Specific Plan envisions the Core District to include mixed-use buildings built to the property line (Figure 4-4~~Figure 4-4~~) with doors and windows that face wide sidewalks with shade trees and pedestrian amenities. Development standards will require new development to provide features like lighting, public art, seating, and landscaping along building frontages to enhance the streetscape and create a pedestrian oriented, urban atmosphere. The Core will feature a mix of high density housing and neighborhood-oriented businesses in a walkable, pedestrian-scaled environment (Figure 4-2~~Figure 4-2~~ and Figure 4-3~~Figure 4-3~~). Paseos can be situated to provide pedestrian connections to residences, offices, retail, and restaurants on deeper lots as well as increase connectivity between Marina's large, disconnected blocks. Parking facilities are to be located to the rear of buildings and accessed via side streets to minimize the number of driveways crossing the sidewalk and create an urban "street-wall." Parking is located behind buildings, and shared parking agreements (including providing parking in structures) are encouraged.

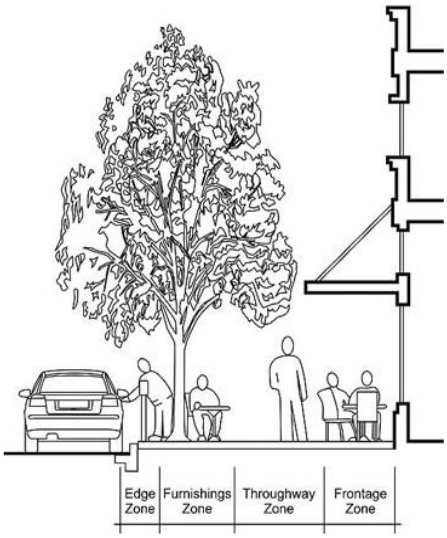


Figure 4-2. Pedestrian portion of the right-of-way.
Source: Urban Review St. Louis

Figure 4-3. Pedestrian right-of-way with outdoor dining next to building (top) or street (bottom).

The Transition and Multifamily Residential districts will be characterized by a "transitional" urban form (Figure 4-5~~Figure 4-5~~) featuring buildings with doors and windows facing the street with larger setbacks than those found in the Core district. Parking will be located behind or to the side of buildings and accessed from the primary street frontage or side streets where possible. Setback areas will be well landscaped with native plants and trees creating a pleasant parkway environment for drivers, pedestrians, businesses, and residents. Commercial uses are encouraged on Reservation Road and Del Monte Boulevard to maximize visibility. Multifamily development is encouraged in the Transition District and may be designed in connection with a mixed-use project with commercial space on the street facing portion of the first floor or as an exclusively residential development. The Multifamily Residential district is reserved exclusively for residential development.

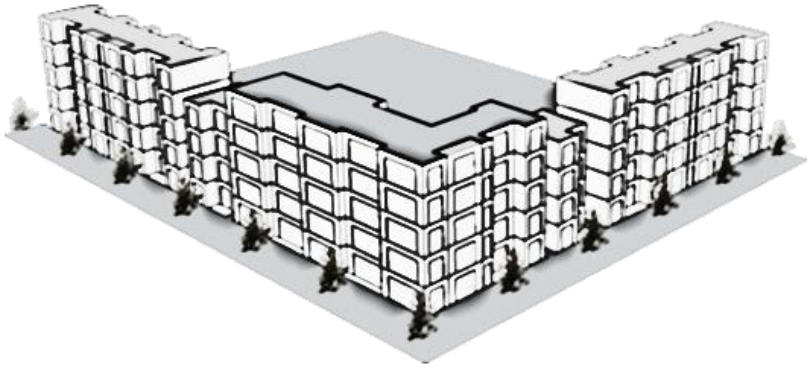


Figure 4-4. Urban block site layout.

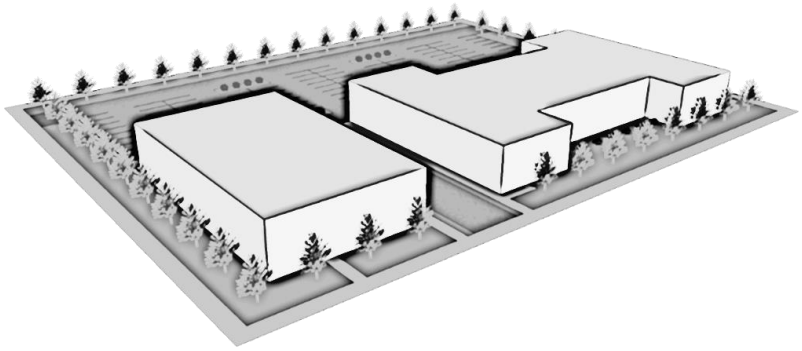


Figure 4-5. Transitional block site layout.

While there are several large parcels along Reservation Road which could be redeveloped, the typically small lot size under many different owners is a potential constraint to development in the Specific Plan area. Consolidation of contiguous lots under separate private ownership would allow more cohesive redevelopment envisioned for the Specific Plan area.

Marina is one of the most diverse small cities in the United States. Developers are encouraged to reflect the cultural and ethnic diversity of Marina in new architecture, which will help to create a unique identity that will distinguish Marina from neighboring communities. **Appendix B: Design Guidelines** provides guidance to property owners and developers for creating culturally inclusive spaces.

4.2.2 Transit-oriented Development

Transit-oriented development (TOD) is a planning approach that calls for high-density, mixed-use business and residential neighborhood centers to be clustered around transit stations and corridors (Figure 4-6~~Figure 4-6~~). As the name implies, transit-oriented development is designed to be served by transit rather than or in addition to the automobile. Networks of streets and multi-use paths provide a walkable and bikeable environment that is conducive to living, working, and shopping in the same area. There are many benefits associated with TOD, including:

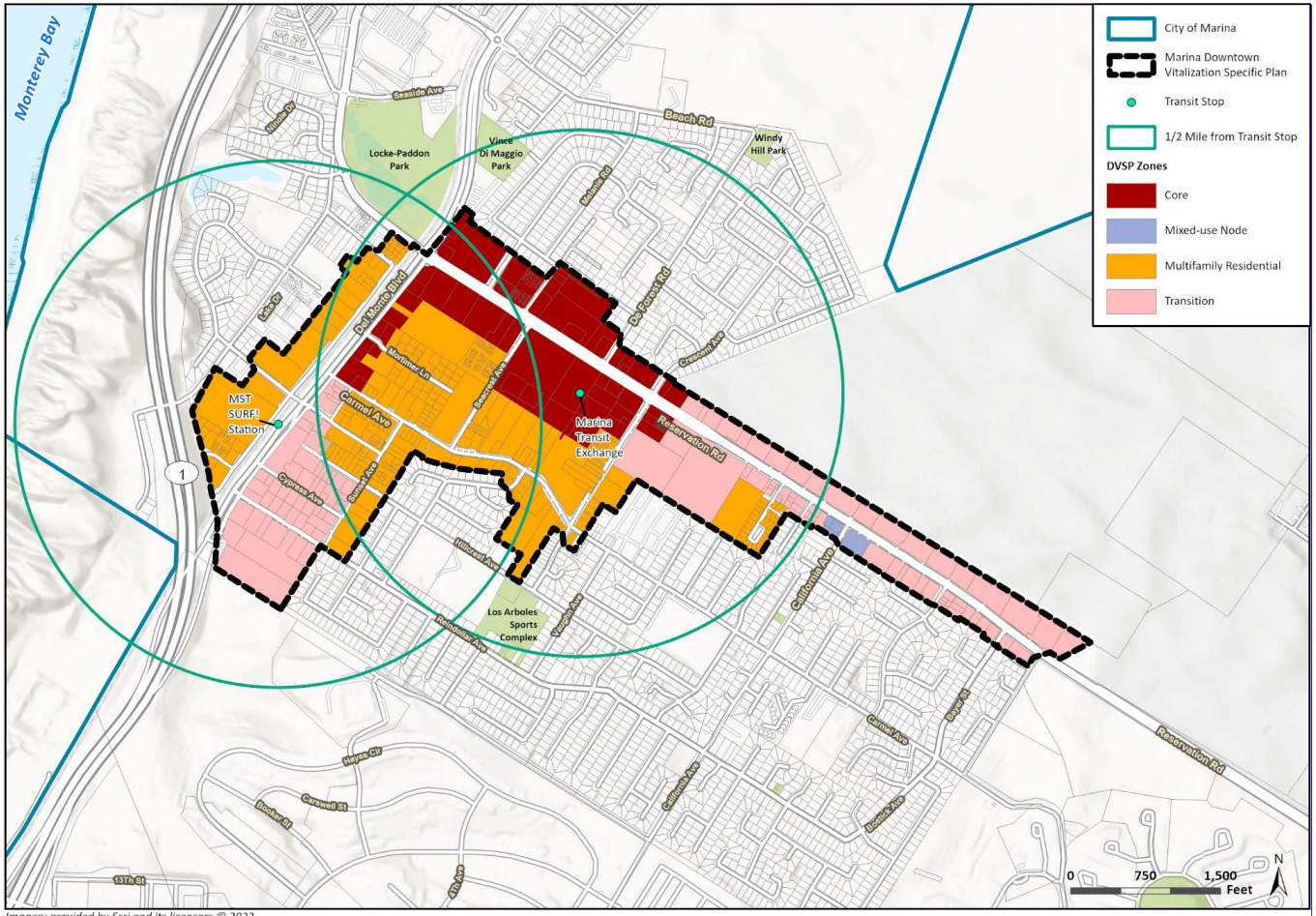
- Reducing vehicle miles traveled;
- Decreasing air pollution;
- Constraining sprawl and conserving open space;
- Lowering infrastructure costs;
- Promoting jobs-housing balance;
- Providing new housing;
- Creating vibrant new public spaces; and,
- Reducing the amount of land dedicated to parking.

Figure 4-6. Transit-oriented development in Minneapolis.
Source: Metropolitan Council

TOD is appropriate within one-half mile of transit stops, with the highest intensity and mix of land uses concentrated within one-quarter mile or adjacent to a transit stop. Land use intensities and densities decrease away from the Core area to ensure compatibility with existing peripheral neighborhoods.

California Assembly Bill 2097 approved by the State Assembly and Governor in September of 2022 eliminates parking mandates for homes and commercial buildings near transit, or neighborhoods with low rates of car use. The bill prohibits a public agency from imposing any minimum automobile parking requirement on most residential, commercial, or other development projects that are located within half a mile of public transit.

As shown in **Map 4-2~~Map 4-2~~**, the majority properties within the Specific Plan area are located within a half mile of public transit from the proposed MST SURF! bus rapid transit project and/or the Marina Transit Exchange. The proposed SURF! project would provide high quality BRT stops at the intersection of Del Monte Boulevard and Palm Avenue and MST Transit Exchange along Reservation Road.



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Additional data provided by the City of Marina, 2023.

Map 4-2. Network of sidewalks, street crossings, and bicycle lanes in Downtown Marina.

Commented [TM2]: Mixed-Use Node to be eliminated and designated as, "Transition formerly designated as Mixed-Use Node"

4.2.3 Housing Affordability

The production of affordable housing is a primary goal of the Specific Plan. State legislation, namely Senate Bill (SB) 35 and SB 330, requires multifamily projects to be reviewed against objective standards. The standards provided in **Appendix A: Development Code** are structured to provide an objective framework for the design and development of multifamily projects which can be implemented without a discretionary process. In accordance with the laws, objective standards are the only basis a local agency may use to deny or reduce the density of certain eligible projects. Housing developers may take advantage of the legislation that streamlines approval if affordability requirements and specific criteria are met.

The Specific Plan looks to further the vision for Downtown by encouraging the development of multifamily housing which will both contribute to a lively neighborhood through residential and mixed-use development and fulfill the City's share of the Monterey Bay Area's regional housing need.

4.2.4 Economic Vitality

In order for Downtown to be successful and sustainable, the city must create an environment where desired uses are permitted. A diversified economic climate that attracts small– to mid-sized offices and a variety of retail shops, restaurants, entertainment, and mixed uses is the ultimate goal for Downtown Marina. The Specific Plan will establish a set of requirements and guidelines designed to guide the City toward its vision for a thriving economic future.

4.2.5 Sustainability

The California State General Plan Guidelines address sustainable development emphasizing the importance of addressing urban sprawl through compact, multiple use, transit-oriented infill development. On June 16, 2020, the City Council of the City of Marina adopted Resolution 2020-75, submitting to the voters at the November 3, 2020 General Municipal Election a Measure approving a General Plan Amendment extending the expiration date of the operative provisions of the 2000 Marina Urban Growth Boundary Initiative to December 31, 2040. The growth boundary is intended to discourage development in current open space areas north of the city limits and along its coast, and to encourage efficient development in Central Marina and within Marina's portion of former Fort Ord.

In combination with the urban growth boundary, Marina's General Plan policies emphasize the need to fully utilize the land within existing urbanized areas to accommodate Marina's fair share of the future population and employment growth. It also includes policies emphasizing the need for future development to have such intensity of use as to help ensure the longer term feasibility of public transit for work and other purposes and to help create a pedestrian oriented community. This Specific Plan seeks to establish and reinforce a compact development pattern with the intent of reducing the number of vehicle miles traveled by Marina's residents and enabling mass transit, walking, and biking for transportation.

In addition to establishing a sustainable development pattern, the city can further reduce the impacts of development on the environment through the implementation of a variety of green building practices, environmentally aware landscaping, and increasing the availability of pedestrian amenities. Part 11 of Title 24 of the California Building Standards Code (also called CALGreen) sets minimum requirements for energy and water efficiency for newly constructed buildings, additions to existing buildings, and alterations to existing buildings. LEED Certification from the United States Green Building Council is reserved for buildings which may go above and beyond CALGreen in the pursuit of environmentally responsible development. The goals and policies described at the end of this chapter are intended to guide

new development in the Specific Plan area through the implementation of green building practices and smart growth policies. The addition of high-performance building guidelines such as Passive House or LEED can serve to both increase the mitigation of climate change through the reduction of greenhouse gasses as well as provide adaptation to the impacts of climate change for building occupants by increasing energy efficiency, indoor air quality, and resilience to extreme weather, wildfire, smoke, and power outages.

4.2.6 Parks and the Urban Forest

Parks located within or near Downtown create opportunities for people to meet, recreate, and share ideas. Public open spaces like parks and plazas help make Downtown a destination by allowing visitors to linger and enjoy the neighborhood. While there is an abundance of existing and planned park and recreational space citywide, there remains a need to provide neighborhood-serving park and recreation facilities for under-served neighborhoods in the Specific Plan area. The General Plan has established a standard of 1.8 acres of playground and/or neighborhood park space per 1,000 residents within 1,200 – 1,500 feet of housing units served in addition to private common open space provided on the site of new residential development.

While there are no parks located within the Specific Plan area, Locke-Paddon Park (Figure 4-7~~Figure 4-7~~, Vince DiMaggio Park, and the Los Arboles Sports Complex are located nearby. To increase the amount of recreational space available to current and future residents in the area, the Specific Plan looks to facilitate the improvement of stormwater retention areas for recreational use, encourage the acquisition of vacant land for the development of mini-parks, and incentivize the provision of publicly accessible private open space within Downtown.

Figure 4-7. Locke-Paddon Park.
Source: Pinterest

A healthy urban forest is associated with numerous benefits to a downtown environment. Among many other benefits, street trees help create safer streets by reducing speeds and providing a buffer between motorists and pedestrians, while reducing air pollution and road noise. Trees reduce urban heat islands for a more comfortable pedestrian experience and provide vital habitat for insects and birds including the City's native raptor population.

In 1995, a Tree Committee was established to develop an ordinance to help preserve the City's urban forest. The Tree Removal, Preservation and Protection ordinance governs actions relating to existing trees in public spaces and on private property, but it does not set forth standards or guidance on the expansion of the city's urban forest.

The majority of trees in public spaces in the Specific Plan area are located in street medians along Reservation and Del Monte, with limited street tree plantings in the pedestrian portion of the right-of-way in the park strip. The trees in the medians are typically not indigenous to the area and are sporadically located. The few trees that are planted in the sidewalk area are often either poorly suited for Marina's climate, inappropriate for use along sidewalks because of root upheaval, or improperly pruned and therefore visually obtrusive. The Specific Plan looks to guide the selection of trees suitable for Marina's climate, require new developments to contribute to the urban forest, and properly maintain trees to preserve comfortable pedestrian mobility and visibility for drivers in passing cars. A list of trees ideally suited for Marina's climate is included in **Appendix B: Design Guidelines.**

Figure 4-8. Arbutus marina on California Avenue.

4.2.7 Gateways, Wayfinding, and Signage

A sense of arrival is an important part of identifying a district's borders or boundaries. Gateway or entryway enhancements can include a variety of elements such as signage, special landscape treatment, and information kiosks. The types of features included are largely determined by cost and land availability. Gateways create an important first impression for visitors and a sense of civic pride for residents of the community. It is important that these gateway enhancements be generally consistent as they serve the role of 'branding' the community.

Figure 4-109. Commercial blade signs.
Source: Under Consideration, Rite Lite Signs, Flicker

In July 2007, the City Council adopted Citywide Public Sign and Identity Program Guidelines. This document presents a uniform design theme for gateway and wayfinding signs in Marina. The document states that gateway signs "promote a stronger sense of place, articulate visual identity, and assist in wayfinding." A concept for a gateway sign (Figure 4-9~~Figure 4-9~~) is included alongside wayfinding signs in **Appendix B: Design Guidelines**.

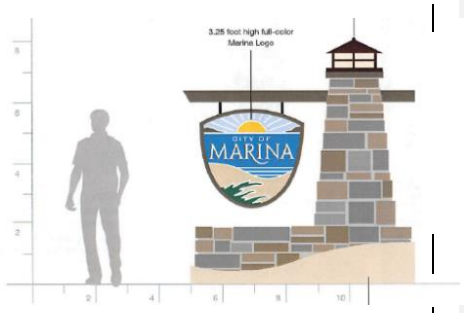


Figure 4-910. Example of gateway sign that could be used at key locations in Marina.

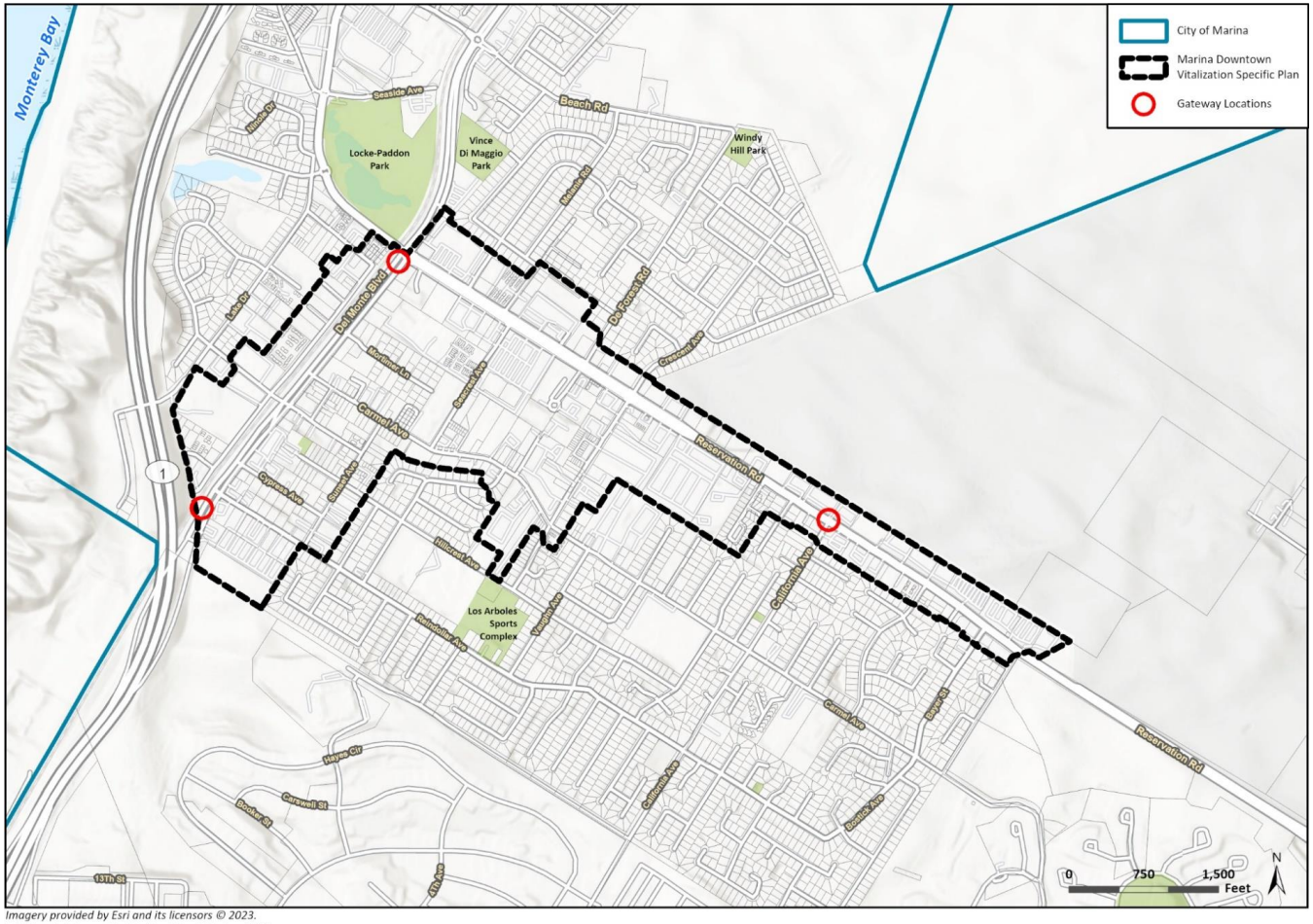
The Specific Plan calls for the installation of gateway signage at the three entries to Downtown Marina at the intersection of Reservation Road and Del Monte Blvd, the entry point from CA-1 heading northeast on Del Monte Blvd, and the point of entry heading northwest on Reservation Road (Map 4-3~~Map 4-3~~).

Civic signage plays a role in helping people understand the location of various uses and events occurring in the community (Figure 4-11~~Figure 4-11~~), while private signage creates awareness of products and services available. It is essential that signage and lettering on the sign be of sufficient size to address the sign's intended audience. It is also important, if the sign is lighted, that the lighting be bright enough to be visible, but not so bright that it distracts and affects other properties.

Public entryway and directional signs are essential to allowing visitors and new members of the community to navigate their way to their desired destinations. Public information signage should be oriented to both vehicular and pedestrian traffic. Currently, public information signage in Downtown is provided by temporary signs attached to fences and located in the medians. Elected and appointed officials will need to determine the role of civic signage and if current methods are in the best interest of the community, and if so, what types of regulations need to apply.

Commercial signage in the Core district should be located on the building façade itself and designed to address both its pedestrian and vehicular audiences (Figure 4-10~~Figure 4-10~~). Commercial signage in the Transition zones may include signage attached to buildings as well as freestanding signage where space for such signage is available. Freestanding signage should be located within the front setback of the building but, for safety, should not obscure drivers' view of pedestrians.

Figure 4-11. Wayfinding and directional signs.
Source: Rite Lite Signs



Imagery provided by Esri and its licensors © 2023.
Additional data provided by the City of Marina, 2022.

Map 4-3. Gateways to Downtown Marina.

4.2.8 Public Art

The inclusion of Public Art in Downtown is an important opportunity for placemaking, but public art projects in Marina are somewhat limited. The largest was conducted in 2001-02 by the Marina Arts Council, under the direction of Candy Myers-Owen. The "Dolphins on Parade" project was inspired by Chicago's Cows on Parade, which occurred in 1999. The fiberglass dolphins were sculpted by local artist Charles Fischer and are currently on public display with two placed at the entrance to the Civic Center complex at 211 Hillcrest, one located at the front of the Marina Square Shopping Center on Reservation Road (Figure 4-12~~Figure 4-12~~), and one at the Marina Branch Library. The intent of the project was to include a symbol representative of Marina that would help brand the City.

Figure 4-12. Existing public art in Marina includes this sculpture of a dolphin at Marina City Hall.

As Downtown develops, public art should be a consideration for inclusion in public spaces both in the right-of-way and in plaza and park spaces. The creation of murals, sculptural works, and installations from local artists contribute to developing a strong sense of place. It will be important to include residents of Marina in the creation and placement of public art that adds value to the community. This Specific Plan seeks to reinforce the City's General Plan and specifically Policy 3.34.7 to work with the local arts community to encourage the inclusion of public art within the City's rights-of-way and other public spaces (Figure 4-14~~Figure 4-14~~ and Figure 4-15~~Figure 4-15~~).

The City can encourage developers and landscapers to consider the multicultural nature of the community as they design projects in Downtown Marina (**Appendix B: Design Guidelines**). The following pages include examples of the types of public art installations encouraged in the Specific Plan area.

Figure 4-13. Bicycle rack including the City's logo illustrates how street furniture can be developed to help identify the community.

Figure 4-14. These musical swings in Montreal create beautiful sound when in use (top).

Figure 4-15. The Children's Environmental Wall in Dearborn, Michigan provided an opportunity for children to create paintings that were placed on tile and included in an art installation (right).

Examples of public art (clockwise, from top left): patterned manhole cover, in-pavement dance steps, contemporary sculpture, sculpture commemorating Vietnamese immigrants, interactive chalkboard, interactive sound sculpture, textured mural, painted staircase, reflective pillars, Workers United in Struggle mural, freeway underpass mural, coastal-themed sculpture, sculpture with vertical orientation, colorful crosswalk, sculpture celebrating educator Mary McLeod Bethune.

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LOVE

MARY McLEOD BETHUNE

4.3 Land Use and Development Goals, Policies and Programs

Goal LU-1	**Land Use and Development**—A community with a safe, walkable, and vibrant Downtown, that attracts diverse business opportunities, encourages appropriate mixed uses, and integrates adjoining neighborhoods, parks and trails.
Goal LU-2	**Community Identity**—A Downtown that complements Marina's natural setting, provides opportunities for an attractive and functional built environment, accommodates and reflects the diversity of the community where people gather for social, cultural, educational, and recreational experiences.
Goal LU-3	**Cultural Diversity**—a downtown where people of all incomes, ages, abilities, races, and cultures feel like they belong.
Goal LU-4	**Housing Affordability**—A variety of affordable, high-quality housing options for people to live Downtown.
Goal LU-5	**Environmental Responsibility and Sustainability—**A Downtown that supports innovation in design and employs high-performance building technology, net zero-energy and net zero carbon principles, and is designed to create more comfortable, environmentally responsible, energy efficient, and healthy indoor and outdoor environments.
Goal LU-6:	**Economic Vitality**—An environment that attracts businesses and supports economic activity through innovation and business and social opportunities.
Policy LU-1.1	Make Downtown a destination by retaining and attracting a wide range of uses. Encourage the development of civic, entertainment, office, live-work units, and retail uses, as well as educational facilities, major employers, and medical centers. *See Program 1 below.*
Policy LU-1.2	As City administrative buildings are expanded, ensure civic facilities remain within or near Downtown.
Policy LU-1.3	Implement objective design and development standards that emphasize pedestrian orientation and scale, move parking areas to the rear of buildings, active streetscapes, and common open spaces to enhance the appearance of and contribute positively to the visual character of Downtown.
Policy LU-1.4	Ensure that new development is required to minimize the number of driveways that could interfere with the pedestrian right-of-way in the Core district.
Policy LU-1.5	Prohibit drive-thru facilities in the Core district.
Policy LU-1.6	Allow a wider variety of uses in the Transition District. Allow retail, service, and hospitality businesses that serve citywide or regional populations, in addition to 100 percent residential projects, or a mix thereof.
Policy LU-1.7	Encourage the consolidation of small contiguous lots to allow for more cohesive redevelopment of the Specific Plan area. *See Program 2 below.*
Policy LU-2.1	Encourage proposed developments to include design elements that reflect the cultural diversity of Marina. Encourage use of available State legislation and City policies and programs to incorporate elements which foster community identity and spur modernization of the City's Downtown.
Policy LU-2.2	Explore opportunities to create more neighborhood serving parks and public spaces Downtown. This can include the reuse and improvement of stormwater retention areas, the acquisition of vacant land for the development of mini-parks, improving access to existing parks, and incentivizing the provision of publicly accessible private open space in the Specific Plan area.

Policy LU-2.3	Require new development to contribute to the urban forest by planting and maintaining street trees from the City's approved list of species along the public right of way adjacent to the site to create a comfortable and verdant pedestrian environment.
Policy LU-2.4	Ensure proper pruning practices are maintained to open the canopy of the tree, ensure public safety, and allow for building visibility.
Policy LU-2.5	Make Downtown readily identifiable to residents and visitors by establishing gateways at key locations. Include such features as landforms, landscaping, vegetation, signage, and public art to define entry points and introduce Downtown to citizens and visitors.
Policy LU-2.6	Ensure consistent branding and signage through use of city logos, slogans, and other materials to direct motorists to parking and destinations as well as create an identity and sense of place Downtown.
Policy LU-2.7	Use public art to create opportunities for people to connect with others and to express the City's history and diverse cultural heritage. *See Program LU-10 below.*
Policy LU-3.1	Encourage investment in and development of businesses that represent the City's local identity, including minority owned businesses. *See Program 3 below.*
Policy LU-3.2	Establish a cultural district or districts within downtown with marketing, public spaces, and streetscape elements.
Policy LU-4.1	Promote housing development as a priority in all districts to address housing need.
Policy LU-4.2	Utilize State law and City ordinances to ensure that housing is provided to a mix of income levels within Downtown.
Policy LU-5.1	Encourage compact, high-density urban form by allowing developments with a variety of uses at the ground floor as well as on upper stories of buildings in the Core~~, Mixed-use Node,~~ and Transition districts that serve the local community and reduce car dependence for daily needs. Explore and encourage horizontal mixed-use design alternatives to facilitate redevelopment of the suburban shopping centers in the Core area. Horizontal mixed-use development is characterized as development which consists of a mix of land uses (for example, commercial, residential, , cultural, institutional, and live-work) within separate buildings but within a single development project or on a single property, providing for a variety of complementary and integrated uses that are walkable and located within a given neighborhood, tract, or development project. In comparison, vertical mixed-use development combines different land use types (for example, commercial and residential) within individual buildings.
Policy LU-5.2	In addition to meeting the requirements set by Title 24 of the California building code, project applicants are encouraged to include additional measures such as energy efficient building design and construction, passive strategies for heating/cooling, improved insulation and building envelope airtightness, wastewater technologies, water use reduction, water efficient fixtures, and building materials with minimal embodied carbon and environmental toxins. It is important to go above and beyond the minimum requirements for energy efficiency set by Title 24 of the California Building Code, recognizing the benefits of maximum energy efficiency, minimal embodied carbon, electrification to achieve net zero energy and net zero carbon for future residents and the community as a whole.
Policy LU-5.3	Encourage the use of high-quality, durable, and high-performance building materials with minimum embodied carbon and environmental toxins appropriate for coastal Monterey County and compliment the natural setting of Marina. Consider fog, wind, drought, salt air,

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	and sandy soils in all landscaping decisions. Consider the local environment in all decisions related to landscaping, building, and public spaces.
Policy LU-5.4	Ensure both public and private projects effectively manage stormwater runoff through the implementation of Low Impact Development (LID) principles and minimize impervious surfaces and maximize stormwater infiltration wherever possible
Policy LU-5.5	Explore incentives for new developments to use locally available and recycled materials in construction wherever possible.

Policy LU-5.6	Explore incentives for new developments to reduce its carbon footprint through meaningful energy conservation measures and the use of renewable energy by opting-in to Monterey Bay Community Choice Power, Marina's local Community Choice Energy program.
Policy LU-5.7	Encourage the use of living roofs and rainwater capture systems within the plan area to improve stormwater quality, capture rainwater for irrigation and reduce runoff during storm events.
Policy LU-5.8	Encourage the implementation of rooftop solar, battery energy storage, and electric vehicle charging in all new developments and major additions to existing buildings.
Policy LU-6.1	Promote economic development through land use planning, targeted circulation and infrastructure improvements, and expanded resource availability.
Policy LU-6.2	Encourage new retail to locate along corridors with high pedestrian and vehicle traffic volumes and good visibility, where it has the best opportunity to thrive.
Program LU-1	The City should pursue funding through public sources such as the California Arts Council, or other private sources, and explore opportunities for entertainment and activities venues such as a new auditorium.
Program LU-2	Study the potential for a lot consolidation program to incentivize lot consolidation that encourages redevelopment. Incentives may include reduced development fees, administrative review, decreased parking ratios, etc.
Program LU-3	Develop a business investment program to support minority owned stores and businesses in Downtown.
Program LU-4	Create outreach material for the non-profit and for-profit development community to learn about the streamlining benefits of the Specific Plan.
Program LU-5	Dedicate a page on the City's website to show community members how their properties can be redeveloped to accommodate multifamily housing throughout Downtown. Provide example housing developments of duplexes, triplexes, and multiplexes that meet the design intent and standards outlined in the Specific Plan.
Program LU-6	Dedicate a webpage on the City's website to encourage transparency in the housing development process, including how the City is meeting its local housing obligations under state requirements.
Program LU-7	Develop and maintain a business retention and expansion program.
Program LU-8	Establish a list of "shovel-ready" sites in consultation with property owners and provide the list to interested developers and businesses seeking sites in the city.
Program LU-9	Develop a public art master plan to celebrate the diverse culture and heritage of Marina. The master plan should include requirements for the ongoing maintenance of art installations and ensure representation of the rich cultural diversity of Marina.
Program LU-10	Develop a pilot program to identify potential sites, design, and implement improvements to stormwater retention basins such that they can safely be used as public parks.
Program LU-11	Develop a tree care program to catalog and monitor the health of trees in the public realm including trees in parkway strips and medians.
Program LU-12	Explore the adoption of a Reach Code within the Specific Plan Area or citywide to require new developments to implement energy efficiency and building electrification measures beyond the requirements of Title 24 of the California Building Code.
Program LU-13	Explore the feasibility of expanding the scope of the current Tree Removal, Preservation and Protection ordinance to require a permit to prune street trees in the parkway strip.

5 Mobility

The Downtown Vitalization Specific Plan strives to create a pedestrian-friendly downtown core. This chapter addresses the role of mobility in supporting the vision and goals of the Specific Plan and includes policies related to vehicular, bicycle, and pedestrian circulation, pedestrian-oriented street design, electric vehicle charging, and vehicle and bicycle parking. This chapter establishes a mobility plan for Downtown that promotes an active, engaged, human-oriented streetscape where the automobile is simply one of many modes of travel for people to move in and around Downtown to work, shop, and recreate.

The negative impacts of automobiles are well documented and include air pollution, noise, and traffic congestion. Wide roads can encourage speeding which makes walking and biking unpleasant and unsafe. Automobiles require large amounts of land dedicated to parking, which limits opportunities for development of parks, shops, and housing. Lastly, reliance on personal vehicles contributes many tons of greenhouse gases to the atmosphere, accelerating the impacts of climate change.

Consistent with the City's Vision and Mission Statement and in an effort to curb the negative effects of regular automobile use, the Specific Plan calls for investment in traffic calming measures, active transportation facilities and amenities, a holistic approach to parking management, electric vehicle charging, and improved public transit service in Downtown.

The requirements of this chapter are in addition to the requirements of the City of Marina's General Plan and Pedestrian and Bicycle Master Plan, providing greater detail on specific issues where necessary. Where direction or regulation is not provided, the provisions of these related documents shall take precedence. The requirements of this chapter supersede the City of Marina Municipal Code.

5.1 Technical Studies

In 2018, the City of Marina hired a consultant, Kimley-Horn, to conduct a traffic analysis of the existing transportation system Downtown and a proposed expansion of the system via the extension of Del Monte Boulevard south to 2nd Avenue. Kimley-Horn analyzed local and regional traffic volumes and considered the land use changes and right-of-way widths and design standards proposed by the Ad Hoc Committee as part of the Downtown Vitalization Specific Plan process.

The traffic analysis assumed that 2,904 residential units will be added to the Specific Plan area in addition to 530,000—1,385,000 square feet of retail and office space.

As part of the analysis, Kimley-Horn studied the feasibility of reducing the number of travel lanes on Reservation Road from four to two. While the analysis found intersections would operate at an acceptable level of service (LOS) on a two-lane facility, the road diet would result in significant queueing spilling back onto Del Monte Boulevard, Reservation Road, and other side streets. The consultant recommended maintaining four lanes of travel on Reservation Road.

The analysis also considered the implementation of single– and dual-lane roundabouts at several intersections in the Specific Plan area. The analysis concluded that mixing signals and roundabouts on a closely spaced grid system would result in traffic congestion, even with four lanes and a median. This is because arrival and departure patterns between roundabouts and signals are not conducive to traffic flow

and operations. The analysis recommended instead to cluster traffic signals in the Core district and utilize roundabouts at major intersections in the Transition areas approaching the Core, as shown in Map 5-1~~Map 5-1~~. Table 5-1~~Table 5-1~~ includes a list of intersections proposed to receive or maintain roundabouts or signalized intersection treatments.

The analysis resulted in several other recommendations, including:

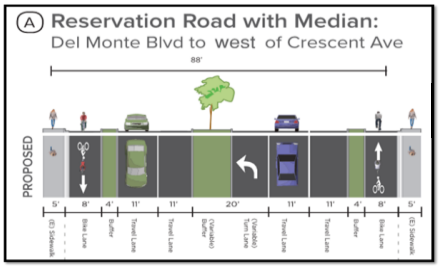
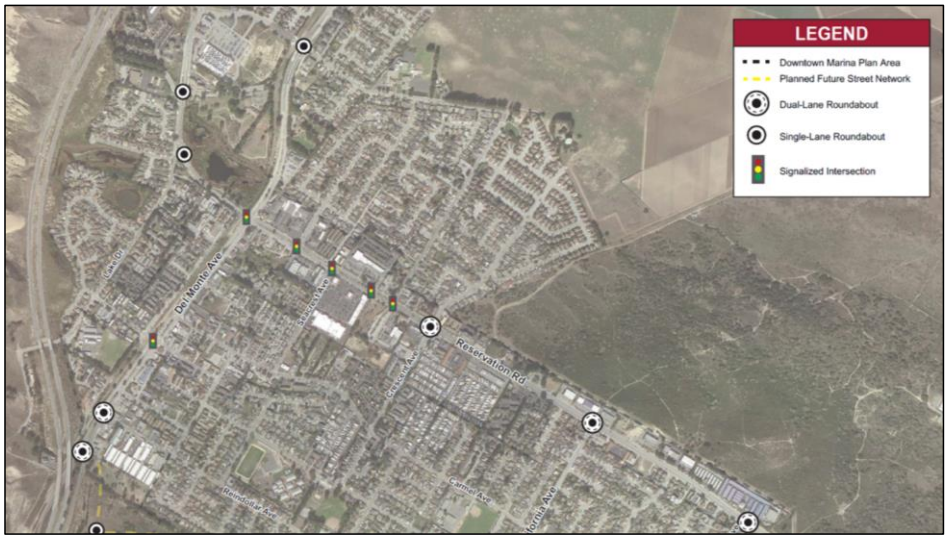


Figure 5-1. Concept cross section of Reservation Road.

- Implementation of protected bicycle lanes on Reservation Road from Del Monte Boulevard to Salinas Avenue, using funds from a Caltrans Active Transportation Program grant (Figure 5-1~~Figure 5-1~~);
- Green-colored pavement at the beginning of bicycle facilities, transitional green striping at intersections, and right turn pockets to create safer conditions for cyclists;
- Filling in gaps in the sidewalks on Reservation Road and Del Monte Boulevard;
- Narrowing of travel lanes from 12'-14' to 11' to discourage speeding;
- Extension of Del Monte Boulevard south to 2nd Avenue, with the construction of a two-lane roundabout at the intersection with the Highway 1 northbound offramp;
- Extension of Patton Parkway to the new portion of Del Monte Boulevard, with the construction of a one-lane roundabout at the intersection of these two roads; and,
- Preserving an acceptable LOS while reducing speeds, particularly along Reservation Road and Del Monte Boulevard.

Table 5-1. Major intersections in the Specific Plan area

Intersection	Treatment
Del Monte Blvd / Patton Pkwy	Single-lane roundabout
Del Monte Blvd / Hwy 1	Dual-lane roundabout
Del Monte Blvd / Reindollar Ave	Dual-lane roundabout
Del Monte Blvd / Palm Ave	Signalized intersection
Del Monte Blvd / Reservation Rd	Signalized intersection
Reservation Rd / Vista del Camino	Signalized intersection
Reservation Rd / Seacrest Ave	Signalized intersection
Reservation Rd / Marina Square parking	Signalized intersection
Reservation Rd / De Forest Rd	Signalized intersection
Reservation Rd / Crescent Ave	Dual-lane roundabout
Reservation Rd / California Ave	Dual-lane roundabout
Reservation Rd / Salinas Ave	Dual-lane roundabout



Map 5-1. Location of roundabouts and signalized intersections in Downtown Marina.

These improvements are expected to affect mobility in a significant way. Protected bicycle lanes could make cycling a feasible option for people who do not currently feel safe riding a bicycle on Reservation Road. Combined with the land use changes and streetscape enhancements anticipated in the Specific Plan area, these bicycle lanes could help promote compact development Downtown.

The planned extension of Del Monte Boulevard south to 2nd Avenue (Figure 5-2~~Figure 5-2~~) will help bridge a geographical gap between Downtown Marina and the Dunes project on the former site of Fort Ord. This vital connection will reduce the need to get on Highway 1 for trips within the city. It also presents an opportunity for further gateway enhancements, as discussed in **Chapter 4: Land Use and Development**.

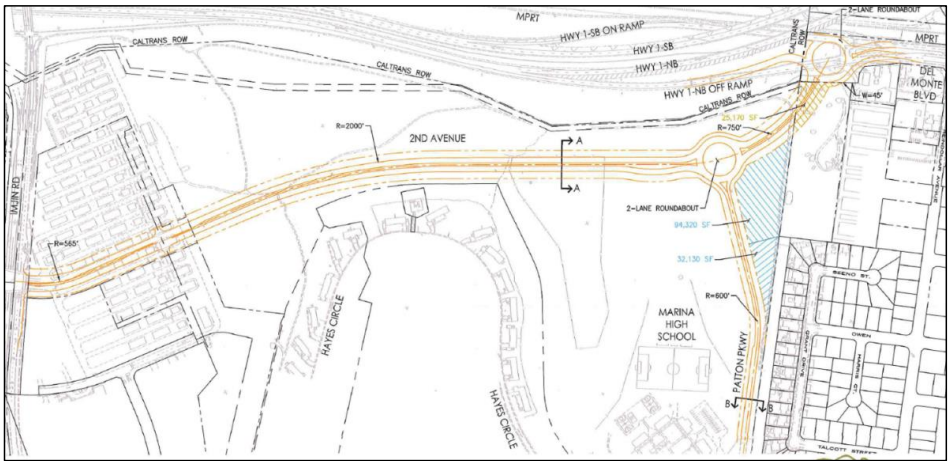


Figure 5-2. Illustrated concept of Del Monte Boulevard extension.

5.2 Traffic Calming and Complete Streets

To establish an environment that is safe and inviting to pedestrians and cyclists, it is important to integrate specific traffic calming measures aimed at reducing traffic speeds and increasing pedestrian connectivity. Traffic calming is a major part of what Smart Growth America refers to as Complete Streets. Complete Streets is an approach to planning, designing, and building streets that enables safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities. (**Figure 5-3~~Figure 5-3~~**). Table 5-2~~Table 5-2~~ includes a list of common traffic calming measures including bulb-outs, landscaped medians, street trees, accent paving, and with building frontage create an urban street environment that encourages drivers to slow down.

Figure 5-3. Complete street concept.
Source: Crandall Arambula Urban Design

Table 5-2. Traffic Calming Measures

Traffic Calming Device	Description
Road Width Reduction /Road Diet	Reducing the number and width of traffic lanes
Raised Median Island or Refuge Island	Raised island in the road center (median) narrows lanes and provides pedestrian with a safe place to stop while crossing wide streets.
Curb Extensions/Neckdowns/ Bulb-outs	Curb extensions at intersections that reduce the roadway width from curb to curb thereby reducing pedestrian crossing distance and slowing traffic.
Speed Tables/Raised Crosswalks	Ramped surface above roadway requiring drivers to slow while crossing pedestrian areas.
Reduced Corner Radii	The radius of street corners affects traffic turning speeds. A tighter radius forces drivers to reduce speed to safely make the turn.
Rumble Strips	Low bumps across road make noise when driven over
Roundabouts	Medium to large traffic circles requiring traffic to slow while navigating an intersection.
Pavement Treatments/Pavement Textures	Pavement treatments such as cobbles or bricks and markings to designate pedestrian oriented areas.

Traffic Calming Device	Description
Bicycle Lanes	Marking bicycle lanes narrows traffic lanes, causing vehicles to slow
Perceptual Design Features	Patterns painted into road surfaces and other perceptual design features that encourage drivers to reduce their speeds
Street Trees and Landscaping	Planting trees or landscaping along a street visually narrows the street, thereby reducing vehicle speed
Reduced Speed Limits	Reduction of posted speed limits and enforcement of posted speed limits.
On-Street Parking	On-street parking (diagonal or parallel) can serve as a highly effective way to slow traffic in main street and neighborhood environments
Elimination of Turn Lanes	Turn lanes facilitate vehicular movement across pedestrian rights-of-way during walk cycles. Eliminating dedicated turn lanes can improve pedestrian safety by encouraging drivers to stop completely before making a turn.

Narrower Travel Lanes

Narrower travel lanes encourage slower vehicle speeds and reduce pedestrian crossing distances. Drivers have been found to travel more slowly on streets with lane widths of 10 - 11 feet versus more typical 12-foot lane widths. Narrower travel lanes require more attention from drivers and are often used in downtown environments where there is a higher degree of potential conflicts with pedestrians and cyclists. Narrower lanes also have the benefit of reducing pedestrian crossing distances, thereby limiting the amount of time pedestrians share in a space with vehicles. Finally, narrowing vehicular lanes frees up space for other uses such as parking, bicycle lanes, medians, and widened sidewalks.

Bulb-outs

Bulb-outs are extensions of street curbs that narrow pedestrian crossing distances at crosswalks while also reducing the speeds at which drivers are able to comfortably make turns at intersections (Figure 5-4~~Figure 5-4~~). Bulb-outs should be incorporated at key intersections leading into and throughout Downtown. These curb extensions will be designed in conjunction with on-street parking as they create protected pockets along the road to allow for parallel parking. On-street parking consequently also narrows the perceived width of the road and serves as a traffic calming feature.

Figure 5-4. Bulb-out.
Source: SF Streetsblog

Accent Paving

Accent paving—unit pavers or colored concrete—should be used to draw attention to pedestrian crossings (Figure 5-5~~Figure 5-5~~). The change in texture makes motorists aware, through both visual and audible queues, that they are entering a pedestrian oriented space which in turn can slow the speed of traffic. Refer to **Appendix B: Design Guidelines** for more on accent paving and pedestrian crossings.

Figure 5-5. Accent paving at crosswalk.
Source: Main Street Beverly (blog)

Medians

Medians can help improve the overall appearance of streets and help slow traffic (Figure 5-6~~Figure 5-6~~). Medians with refuge islands reduce conflicts between pedestrians and

vehicles because they allow pedestrians to cross one direction of traffic at a time, giving them a safe harbor if needed. Medians along Reservation Road should be enhanced with improved landscaping to provide physical separation between through lanes and the pedestrians crossing the road.

Figure 5-6. Landscaped median. Source: Downtown Brooklyn

Street Trees

Street trees offer an aesthetic alternative to the open speedway feeling of a treeless road (Figure 5-7~~Figure 5-7~~). When planted in park strips, sidewalk tree-wells and medians, trees have a traffic calming effect as they create a visually enclosed street scene and separate pedestrians from vehicular traffic. Trees should be pruned regularly to ensure branches do not infringe on the pedestrian or bicycle right-of-way. **Appendix B: Design Guidelines** includes a list of trees appropriate for Downtown.

Figure 5-7. Street trees. Source: Friends of the Urban Forest

5.3 Active Transportation

Although walking and biking are important ways for residents and visitors to get around Downtown, significant gaps exist in the City's sidewalk and bicycle network. To promote walking and biking in Downtown, the City should work toward a robust network of sidewalks and bikeways, facilitate walking and biking through the provision of streetscape amenities, and promote micro-mobility (bicycle and scooter sharing) services in the Specific Plan area and Central Marina more broadly.

Pedestrian and Bicycle Network

The Specific Plan looks to implement policies detailed in the City's 2010 Pedestrian and Bicycle Master Plan (PBMP). The PBMP identifies several goals and strategies relevant to the development of pedestrian and bicycle facilities Downtown including:

- Sidewalks should be installed on both sides of all streets;
- Sidewalks should provide direct connections between destinations, including homes, schools, shopping areas, public services, workplaces, parks, and transit facilities;
- Larger sidewalks should be used along arterial streets Downtown, in locations where large concentrations of pedestrians are expected and within one-half mile of a transit center;

- Intersections should be as compact as possible, and corner radii as small as possible, to facilitate safe crossings;
- Pedestrian refuge islands should be used on wider streets;
- Marked crosswalks should be provided across all street approaches to signalized intersections and at stop-controlled intersections where pedestrian traffic commonly occurs (such as near parks, schools, and transit stops) and should incorporate pedestrian activated signals.
- Bikeways should be implemented along key thoroughfares. The PBMP identifies several guidelines relating to bikeways, including:
- Multi-lane roadways with intersections should include on-street bicycle lanes or independent parallel trails. Existing roadways should receive bicycle lanes where feasible;
- Bikeways should be designed to maximize bicycle travel through effective connections.

Pedestrian and Bicycle Amenities

In addition to creating a safe and complete pedestrian and bicycle network, amenities aimed at pedestrians and cyclists can help people feel safer and more comfortable while walking or biking to various destinations. Where possible, amenities should be co-located to encourage easy access and potentially reduce costs.

Seating areas should be considered wherever extra sidewalk width allows them (Figure 5-8~~Figure 5-8~~). Seating space can be included on walls, in alcoves, and along other edges. Similarly, planters add color and beauty to the streetscape. The use of local stone, masonry, and other building materials complementing area buildings and monuments should be considered.

Bicycle racks should be placed in secure locations outside the pedestrian right-of-way. The City should install attractive and functional bicycle racks in a U-rack, bollard, or decorative format. Wave, grid, and spiral racks should be avoided.

In conjunction with Monterey-Salinas Transit, the City should work to install attractive bus stops that include shelters, benches, trash receptacles, and appropriate lighting (Figure 5-9~~Figure 5-9~~). When possible, bus stops should be located near major intersections or mid-block crossings to facilitate the safe movement of people crossing the street.

Figure 5-8. Street furniture.
Source: Blueton Limited

Figure 5-9. Bus shelter for Monterey-Salinas Transit in Monterey.
Source: Monterey Herald

Micro-mobility

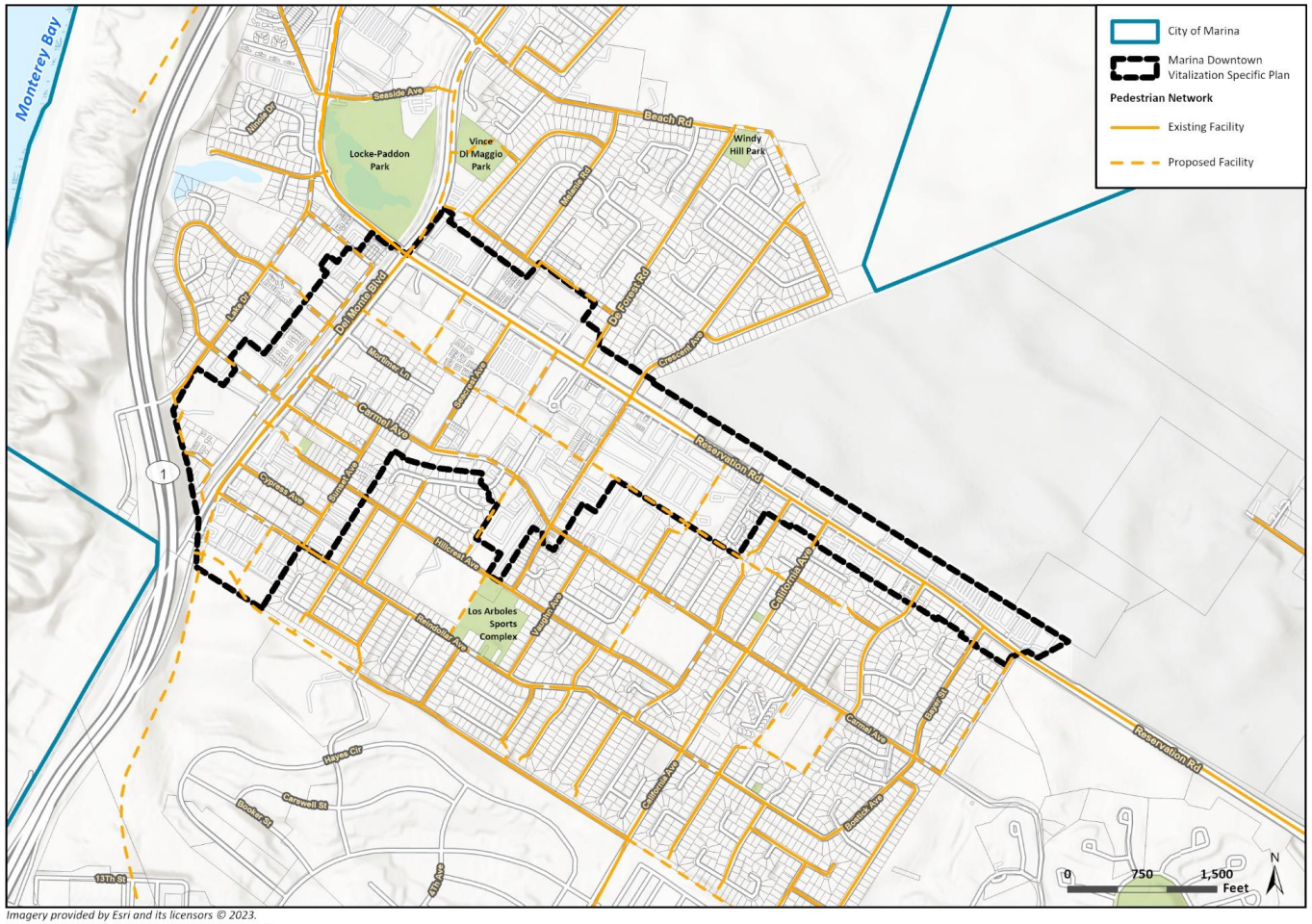
In addition to personal bicycles, bicycle and scooter sharing programs can serve important roles in Downtown (Figure 5-10~~Figure 5-10~~). They could provide people with easy connections to transit stops and facilities, help people accomplish short trips to various destinations without use of the automobile, and provide a low-cost alternative to ridesharing or carpooling within Downtown.

Figure 5-10. Bikeshare parking/charging station.
Source: Wired

Dedicated facilities for bicycles are present in many locations Downtown, but separate facilities for scooters have not been put in place. While recognizing the benefits of bicycle and scooter sharing, the City should support people to use bicycles and scooters by providing appropriate facilities including dedicated and protected bicycle lanes and bicycle racks. The City should be sure to continue enforcing laws preventing the use of scooters and bicycles on sidewalks.

5.4 Pedestrian, Bicycle, and Roadway Improvements

Consistent with the City's 2010 Pedestrian and Bicycle Master Plan, all streets in Downtown shall have continuous sidewalks on both sides of the street, and bikeways shall be implemented along key thoroughfares (Map 5-2~~Map 5-2~~ and Map 5-3~~Map 5-3~~). Sidewalks and bikeways shall be designed and maintained as outlined in the Pedestrian and Bicycle Master Plan. Street design features will enhance the comfort and appeal of the pedestrian environment. Streetscapes should be active and interesting, provide separation between pedestrian rights-of-way and vehicular travel lanes, and feature landscaping and gathering nodes.



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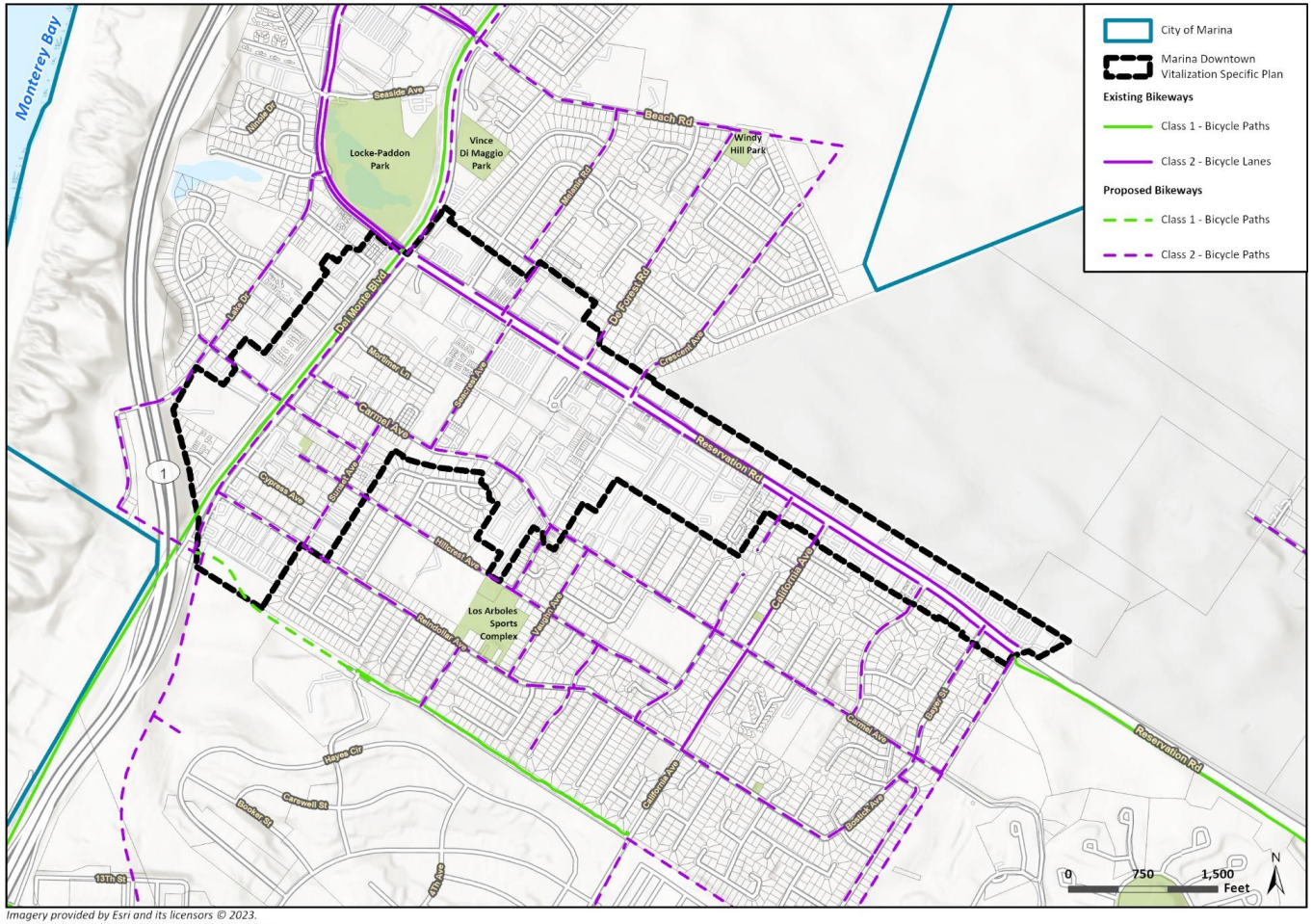
Additional data provided by the City of Marina, 2022.

Map 5-2. Existing and proposed pedestrian network.



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Map 5-3. Existing and proposed bicycle network.

5.5 Parking

Surface parking lots abound in Downtown Marina, and they are primarily located along Reservation Road and Del Monte Boulevard. Existing commercial areas are oriented in a strip mall configuration with buildings positioned to the rear of sites leaving room for large parking lots in the front.

The Specific Plan allows significant intensification of development in the Specific Plan area which would create an increased demand for off-street parking. There is opportunity to create more on-street parking in some areas, but there will still be a need for additional parking as higher intensity development occurs. The Specific Plan assumes that structured parking with shared access will eventually replace surface lots as more intensive mixed-use development occurs. To create a pedestrian-friendly and aesthetically pleasing downtown core, on-site parking lots should be located behind buildings.

It is notable that California State Assembly Bill 2097 (AB 2097), effective January 1, 2022, prohibits local jurisdictions from requiring provision of vehicular parking on any site within a half-mile of a major transit facility. A majority of the City's downtown, including all of the Core district, falls within a half-mile of a major transit facility and thus requires no vehicular parking, allowing for conversion of a significant share of land area currently dedicated to parking to other purposes. Thus, property owners may consider that provision of vehicular parking is no longer legally required to be provided for eligible sites, allowing for land currently reserved for parking to be utilized for alternative purposes. Current landowners of existing commercial sites may, for instance, replace areas currently occupied by surface parking with commercial and/or residential uses.

Appendix A: Development Code provides clear standards for the provision of parking in the Specific Plan area. Specific elements of the proposed parking plan are outlined below.

On-street Parking

There are a number of benefits of on-street parking: Convenience, separation between the street and pedestrians, and traffic calming, (Figure 5-11~~Figure 5-11~~). Where appropriate, reverse diagonal parking can increase the number of parking spaces available along curbs, and more importantly, when compared to front-in diagonal parking and standard parallel parking, reverse diagonal parking reduces the likelihood of vehicle and pedestrian collisions. Front-in diagonal parking causes drivers and passengers to go closer to the flow of traffic to utilize trunk space or bike racks and increases risk of being struck by a passing vehicle. On-street parking will be provided in Downtown in strategic areas in accordance with the Specific Plan.

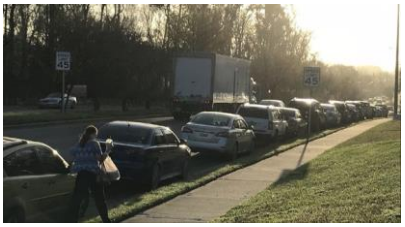


Figure 5-11. On-street parking.
Source: WUFT

Off-street Parking

Off-street parking lots are to be located at the rear of a property in the Core, Transition formerly designated as Mixed-use Node, and Multifamily Residential District and at the rear or side of a property in the Transition District. This aids in maintaining a streetscape that emphasizes a direct connection between pedestrians, buildings, and the landscape. Parking lots should be landscaped (Figure 5-12~~Figure 5-12~~).

Figure 5-12. Off-street parking.
Source: Pinterest

Parking Lot Consolidation

Parking lot consolidation is encouraged. When spaces are shared between uses, fewer parking lots are needed. Consolidation creates better organization and movement of service and delivery vehicles, opportunities for shared space, and an aesthetically improved streetscape that favors pedestrian movement.

Structured Parking

Several options are possible for a structured parking garage in Downtown Marina. Locations will be driven by intensity of development. Commercial retail or service uses should be included on the first floor facing the street. **Appendix A: Development Code** includes design standards for parking structures.

5.6 Transit

The use of public transit can reduce the number of single-occupant vehicles on the road and help Marina achieve community-wide goals for reducing traffic congestion, vehicle miles traveled, and greenhouse gas (GHG) emissions. The quality of transit service is determined by a range of factors, including frequency, reliability, and ease of access. As the Specific Plan is built out and new residents move into the area, there will be opportunities to expand transit service and frequency. The City and development community should work with Monterey-Salinas Transit to explore additional routes and more frequent service as the Specific Plan area develops. Streetscape improvements should anticipate bus stops and shelters as well as pedestrian connectivity to public transit stops.

5.7 Mobility Goals, Policies, and Programs

Goal M-1	**Mobility -** A Downtown with safe and efficient pedestrian and vehicular circulation that encourages people to gather, walk, cycle, or use public transportation.
Policy M-1.1	Utilize traffic calming measures such as bulb outs, medians, and street trees to lower speeds throughout the Specific Plan area to creating a safer and more pleasant Downtown environment while balancing the demands of local and regional vehicular traffic.
Policy M-1.2	Mitigate traffic congestion through capacity management measures rather than further road widening.

Policy M-1.3	As development and redevelopment of large sites occurs in Downtown, encourage the development of blocks of approximately five acres in size to help provide access to landlocked and limited access parcels to encourage connectivity. For properties within a block under multiple ownership, provide for cross access through the block consistent with the Bicycle and Pedestrian Master Plan.
Policy M-1.4	Require the dedication of easements to create midblock pedestrian through-ways to develop an efficient, safe, and attractive pedestrian and bicycle path network throughout Downtown as well as providing access to businesses and residences in the interior of the site. These new pedestrian connections should include privately-owned and maintained amenities such as landscaping, outdoor seating, signage, and lighting.
Policy M-1.5	Develop a complete sidewalk system within Downtown, requiring right of way dedication as needed to close gaps in the sidewalk network.
Policy M-1.6	Undertake streetscape and landscape improvements such as tree wells with benches, green sidewalks, street furniture, and public art along Reservation Road, Del Monte Boulevard, and side streets in the Core District to enhance the aesthetics and functionality of the pedestrian environment.
Policy M-1.7	Ensure streets accommodate people with special mobility needs by ensuring that right-of-way improvements, like, sidewalks, crosswalks, and driveways meet ADA standards.
Policy M-1.8	Install midblock crossings with enhanced striping, lighting, signage, and other safety features on major streets such that the distances between crossings are reduced to 600 feet or less.
Policy M-1.9	Require new commercial and mixed-use developments to provide appropriate bicycle parking for residents, workers, and patrons. Encourage developments to include end-of-trip support facilities such as lockers, changing rooms, and showers.
Policy M-1.10	Continue to evaluate the need for and financial feasibility of shared parking structures within the Core district if parking demand requires.
Policy M-1.11	Require that parking is located behind buildings or in underground structures in the Core, Transition formerly designated as Mixed-use Node, and Multifamily Residential District out of direct view from the public right of way. Surface parking is allowed to the side of buildings in the Transition District.
Policy M-1.12	Require that above-ground parking structures, including podiums, be wrapped with other uses to create an attractive, pedestrian-friendly environment.
Policy M-1.13	Encourage alternative transportation, such as walking, biking, and transit, to reduce overall parking demand.
Policy M-1.14	Work with MST to improve pedestrian access to the Marina Transit Exchange and provide pedestrian amenities at all bus stops Downtown with adequate lighting, signage, bicycle and scooter parking, and covered benches.
Policy M-1.15	Work with MST to expand bus routes within Marina and increase the frequency of bus service on both regional and citywide routes.
Policy M-1.16	Collaborate with the MST SURF! program to facilitate the use of bus rapid transit system for resident commutes.
Policy M-1.17	Support the implementation of roundabouts and lane reductions on Del Monte Boulevard. Similarly, continue to evaluate the feasibility of lane reductions on Reservation Road to calm the flow of traffic and further the City's goal of creating more inviting streetscapes.
Policy M-1.18	Explore the implementation of micro-transit solutions including scooter and bicycle sharing programs and shuttle service between Downtown and major destinations.

Policy M-1.19	Improve pedestrian and bicycle connections between Downtown Marina and the Monterey Bay Scenic Trail and the Fort Ord Regional Trail and Greenway.
Policy M-1.20	Partner with Electrify America, ChargePoint or other providers to facilitate the development of an electric vehicle charging station downtown.
Policy M-1.21	Update the Downtown Vitalization Specific Plan as appropriate to best facilitate the implementation of new advances in transportation technology including self-driving vehicles and aerial-taxi services.
Program M-1	Develop a mobility plan for the Downtown to include complete streets design, pedestrian and bicycle paths, improvements to transit, parking, electric vehicle charging, and transportation demand management measures. The plan should include a cost estimate and a financing and capital improvement program.
Program M-2	Community Development Department and Public Works Department should collaborate to implement low-cost improvements using existing resources to establish gateways to the Downtown along Reservation Road and Del Monte Boulevard, directional signage, and simple streetscape enhancements such as protected bicycle lanes, accent paving on crosswalks, reduced lane width, and curb bulb-outs.
Program M-3	Conduct regular surveys of pedestrian and bicycle infrastructure to ensure the maintenance of public sidewalks, crosswalks, bicycle paths, bicycle racks, benches, waste receptacles.

6 Public Facilities and Infrastructure

This chapter of the Specific Plan addresses the planned distribution, location, extent, and intensity of local services and public facilities, including potable water, wastewater, stormwater drainage, fire and police services, schools, libraries, and healthcare. Implementation of the Specific Plan will require the construction of infrastructure and provision of public services and utilities to serve the Specific Plan area in accordance with required standards. Table 6-1~~Table 6-1~~ below lists various existing service providers for the Specific Plan area. Phasing and financing related to public services are discussed in **Chapter 7: Implementation**. This chapter also addresses the goals, policies and programs that are associated with the provision of adequate public services, public facilities, and utility services in the Specific Plan area.

Table 6-1. Service Providers in the City of Marina

Public Facility/Service	Provider
Potable Water	Marina Coast Water District
Wastewater	Marina Coast Water District, Monterey One Water
Stormwater	On-site and subdivision scale drainage and retention
Electrical Utilities	Monterey Bay Community Power, Pacific Gas and Electric
Natural Gas	Pacific Gas and Electric
Telecommunications	AT&T, Comcast
Fire Services	Marina Fire Department
Police Services	Marina Police Department
Schools	Monterey Peninsula Unified School District
Libraries	Monterey County Free Libraries

6.1 Potable Water

The public water supplier for Downtown Marina is the Marina Coast Water District (MCWD), a county water district formed and authorized by Division 12 of the California Water Code. MCWD was established in 1960 and provides potable water, wastewater collection, and reclaimed water services to customers within the City of Marina and portions of the City of Seaside to the south. MCWD owns and operates its own wells, pump stations and distribution infrastructure and relies completely on local groundwater pumped from the Salinas Valley Groundwater Basin to meet potable water demand.

In 2020, the MCWD prepared a water supply assessment (WSA) for the 20-year build out of the Specific Plan including up to 1,385,200 square-feet of commercial space and up to 2,900 new multifamily dwelling units. Under the provisions of SB 610, prior to the adoption of the Specific Plan, the City of Marina was required to request that the MCWD assess availability of potable water required to serve the additional development proposed by the Specific Plan. The WSA found that the high-density residential, office, and retail development proposed in the Specific Plan is projected to increase potable water demand by approximately 282-acre feet per year (AFY) by 2040 when compared to previous build out estimates of the Central Marina Service Area. The WSA also concluded that MCWD will be able to provide adequate supply for the projected development of the Specific Plan.

The MCWD 2020 Urban Water Management Plan (UWMP) compiled water demand projections from several recent WSAs (including the 2020 WSA for the Specific Plan) and development forecasts to assess water supply availability for the entire MCWD service area. The UWMP echoed the conclusions of the WSA forecasting that the water demand of Central Marina in 2040 including the buildout projections

identified within Specific Plan will be 2,284 AFY. MCWD has already allocated 3,020 AFY of groundwater from the Salinas Valley Groundwater Basin to supply the Central Marina Service Area. The projected 20-year water demands in the UWMP across the entire MCWD are approximately 10,000 AFY, with an allocation amount of 11,040 AFY as shown in Table 6-2~~Table 6-2~~.

Table 6-2. Marina Coast Water District 2020 Urban Water Management Plan Projected Demand and Allocation by Service Area

MCWD Service Area	2020 Demand (AFY)	2040 Demand (AFY)	Water Allocation (AFY)
Central Marina (Including DVSP)	1,438	2,284	3,020
Armstrong Ranch	0	680	920
CEMEX	0	0	500
Marina Subtotal*	1,438	2,964	4,440
Ord Community Subtotal*	1,929	6,610	6,600
Total (Marina + Ord Communities)	**3,367**	**9,574**	**11,040**

Note: MCWD divides projected water demand between the City of Marina and the Ord service areas. The City of Marina service area includes Central Marina (including the DVSP), Armstrong Ranch (Marina Station), and the CEMEX property. The Ord community includes U.S. Army property, CSUMB, Del Rey Oaks, Monterey, portions of the County of Monterey, UCMBEST property, Seaside, and the State Parks.

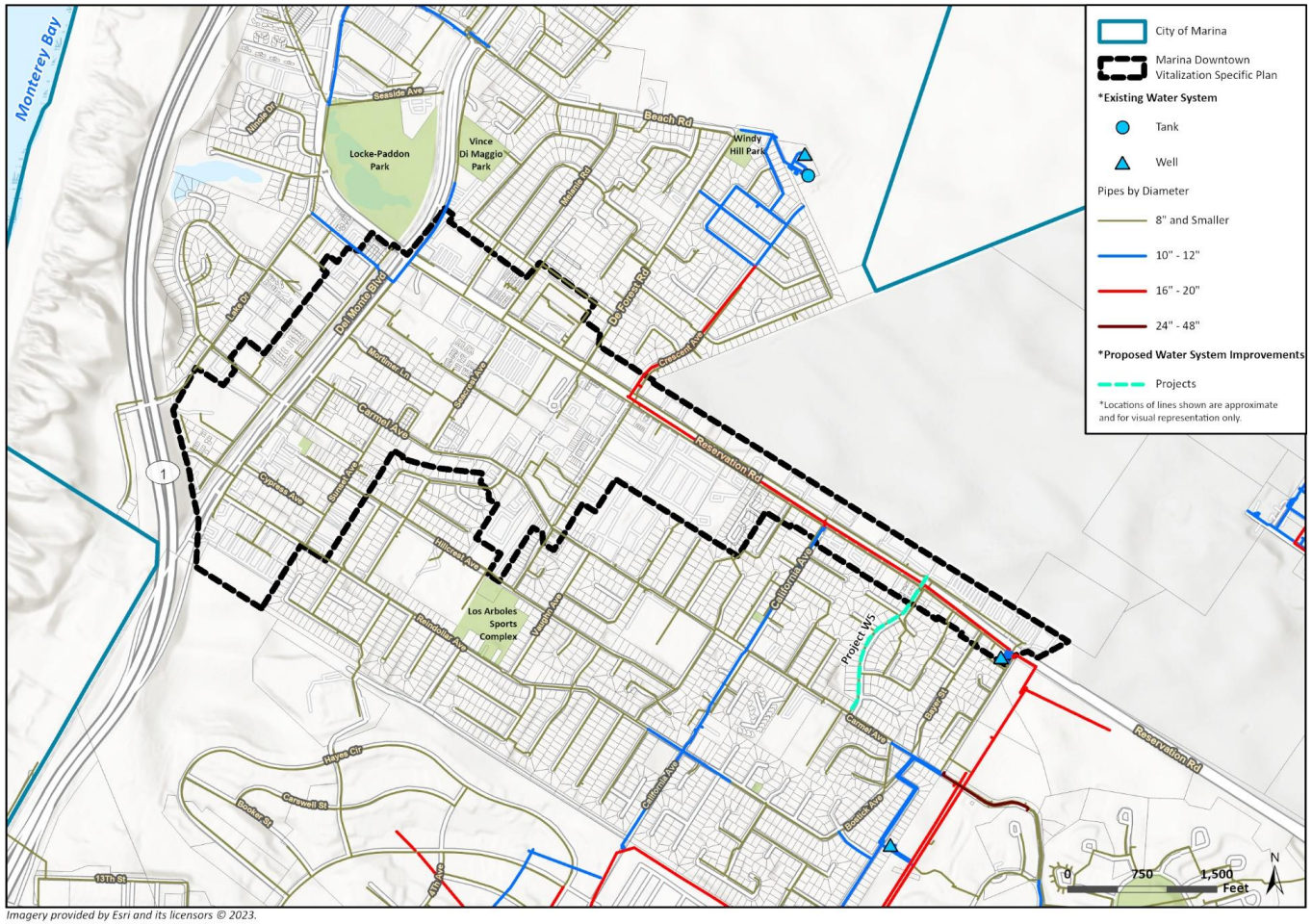
As future water demands increase, the District plans to develop additional sources of water supply including the desalination of brackish groundwater and increased indirect potable reuse of purified recycled water from the Pure Water Monterey project. In addition, Monterey One Water (M1W) (formerly known as the Monterey Regional Water Pollution Control Agency) has agreed to deliver up to 1,427 AFY of recycled water from the Advanced Water Treatment Facility. Water from this facility will be used for groundwater replenishment and landscape irrigation within Central Marina thereby reducing additional demand for potable water. MCWD is currently constructing a recycled water distribution network and will begin delivering recycled water for urban landscape irrigation within the next few years.

Recently, MCWD and the City of Marina have come into conflict with a private water utility over the utility's efforts to develop a large scale seawater desalination operation on the coast immediately north of city limits. This project was involved in ongoing legal challenges at the time of Specific Plan adoption.

6.1.1 Water Infrastructure Improvements

MCWD performed an analysis of existing water infrastructure based on projected demands within their 2020 Water Master Plan. MCWD identified one key potable water infrastructure improvement project necessary to accommodate projected future demand within the Specific Plan area. Project W5 of the 2020 MCWD Water Master Plan, the Lynscott Drive Pipeline Replacement shown in Figure 6.1, will replace an existing 8-inch pipeline with a new 12-inch pipeline to meet the increase of demand associated with the buildout of this Specific Plan. Map 6-1~~Map 6-1~~ shows the existing water system and proposed improvements.

While buildout of the Specific Plan will increase water demand, there is sufficient capacity through MCWD to provide water for development of Downtown. Water infrastructure improvements, including pipe upsizing, shall be met with Program PF-1.



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Additional data provided by MCWD, 2019.

Map 6-1. Existing water system and proposed improvements

6.2 Wastewater

The provision of sanitary sewer or wastewater service in the Monterey Region is organized at two levels. Local cities and sanitation districts are responsible for maintenance and extension of sewer lines, while M1W is responsible for development and operation of wastewater treatment facilities. MCWD oversees the installation and maintenance of sewer lines in Marina. Wastewater is carried by the MCWD sanitary collection system to the M1W pump stations. From local pump stations, the wastewater is transported to the M1W treatment plant located two miles north of Marina. The regional treatment facility has a design and permitted capacity of 29.6 million gallons per day (mgd).

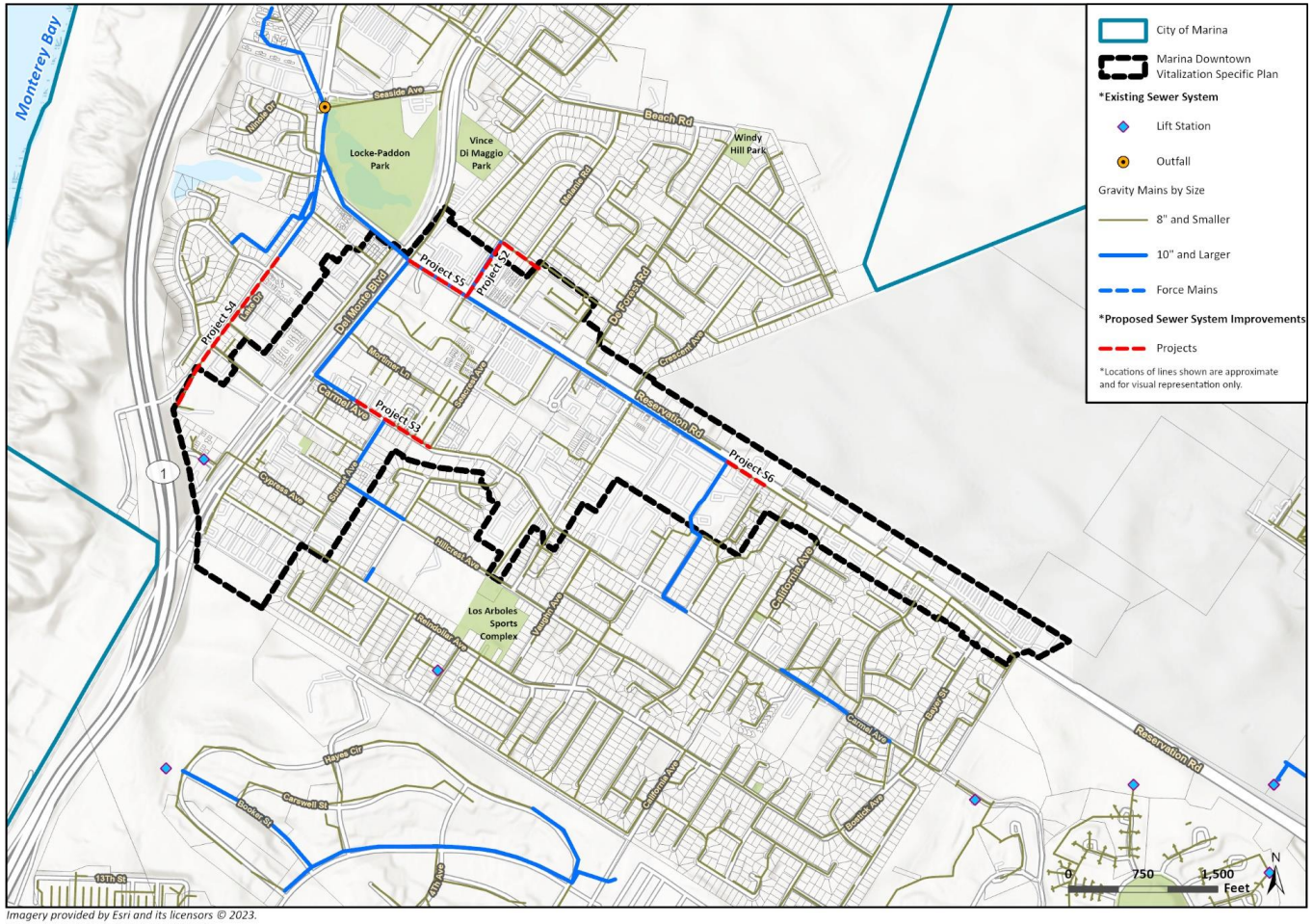
The Specific Plan calls for a maximum of up to 2,904 new residential units in Downtown Marina. According to the California Department of Finance (2022), there is an average of 2.65 persons per household in Marina. Therefore, full buildout of the Specific Plan would result in an estimated 7,696 new residents in the Plan area. Conservatively estimating water use of 100 gallons per day per person, and all water use being treated as wastewater, wastewater treatment demand for the project would be approximately 769,600 gallons per day. This represents approximately seven percent of available capacity at the RTP. Therefore, Specific Plan buildout would be served by a wastewater treatment provider with sufficient capacity.

6.2.1 Wastewater Infrastructure Improvements

The existing wastewater system comprises gravity sewer mains, pump stations, and force mains. Wastewater generated in the Specific Plan area is discharged to the M1W forebay pipe and lift station near the intersection of Reservation Road and Dunes Drive. The lift station pumps the sewage into the M1W interceptor pipeline that flows into the M1W wastewater treatment plant. The existing sewer system is generally adequate for existing flows but would need to be upgraded to accommodate the planned redevelopment. Table 6-3~~Table 6-3~~ summarizes the sewer system upgrades required to accommodate the build out of the Specific Plan. These improvements are detailed in the 2020 MCWD Sewer Master Plan and shown below in Map 6-2~~Map 6-2~~. Buildout of the Specific Plan will increase the need for wastewater and sewer services and upgrades are required to meet demands from development of Downtown. Sewer infrastructure improvements, including pipe upsizing, shall be met with Program PF-2.

Table 6-3. MCWD 2020 Sewer Master Plan Planned Improvements in Central Marina

Project Description	Project Benefit	Project Trigger
Project S2 Peninsula Drive and Vista Del Camino Gravity Main: Upsizing to 12-inch gravity main along Eucalyptus Street, Peninsula Drive and Vista del Camino from Viking Lane to Reservation Road.	Existing Customers: 85% New Development: 15%	Existing and Future Development
Project S3 Carmel Avenue Gravity Main: Upsizing to 10-inch and 12-inch gravity mains along Carmel Avenue between Seacrest Avenue and approximately 400 feet west of Sunset Avenue.	Existing Customers: 100% New Development: 0%	Development of 600 dwelling units.
Project S4 Lake Drive Pipeline Replacement: Upsizing to 10-inch gravity mains along Lake Drive from the Highway 1 to Messinger Drive.	Existing Customers: 46% New Development: 54%	Development of 600 dwelling units.
Project S5 Reservation Road Pipeline Replacement: Upsizing to 21-inch gravity main along Reservation Road from Vista Del Camino to Del Monte Boulevard.	Existing Customers: 41% New Development: 59%	Development of 2,950 dwelling units.
Project S6 Crestview Court Pipeline Replacement: Upsizing to 10-inch gravity main along Reservation Road from 200 feet west of Crestview Court to 800 feet west of Crestview Court.	Existing Customers: 10% New Development: 90%	Development of 200 dwelling units.



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Additional data provided by MCWD, 2019.

Map 6-2. Existing sewer system and proposed improvements.

6.3 Storm Drainage

Stormwater runoff generated from areas within the Specific Plan are collected in drain inlets, conveyed in underground pipes, and discharged into above ground percolation ponds. The majority of runoff from Reservation Road and nearby streets is carried downhill into a large percolation pond located in Locke-Paddon Park. Smaller percolation ponds are located throughout the city to provide detention for individual development areas. The City of Marina requires that the runoff from a ten-year, 24-hour storm event be retained onsite. Individual developments are required to propose a method of achieving this requirement that include the design of above ground percolation ponds or underground chambers to store excess runoff while it is dissipated into the ground via percolation.

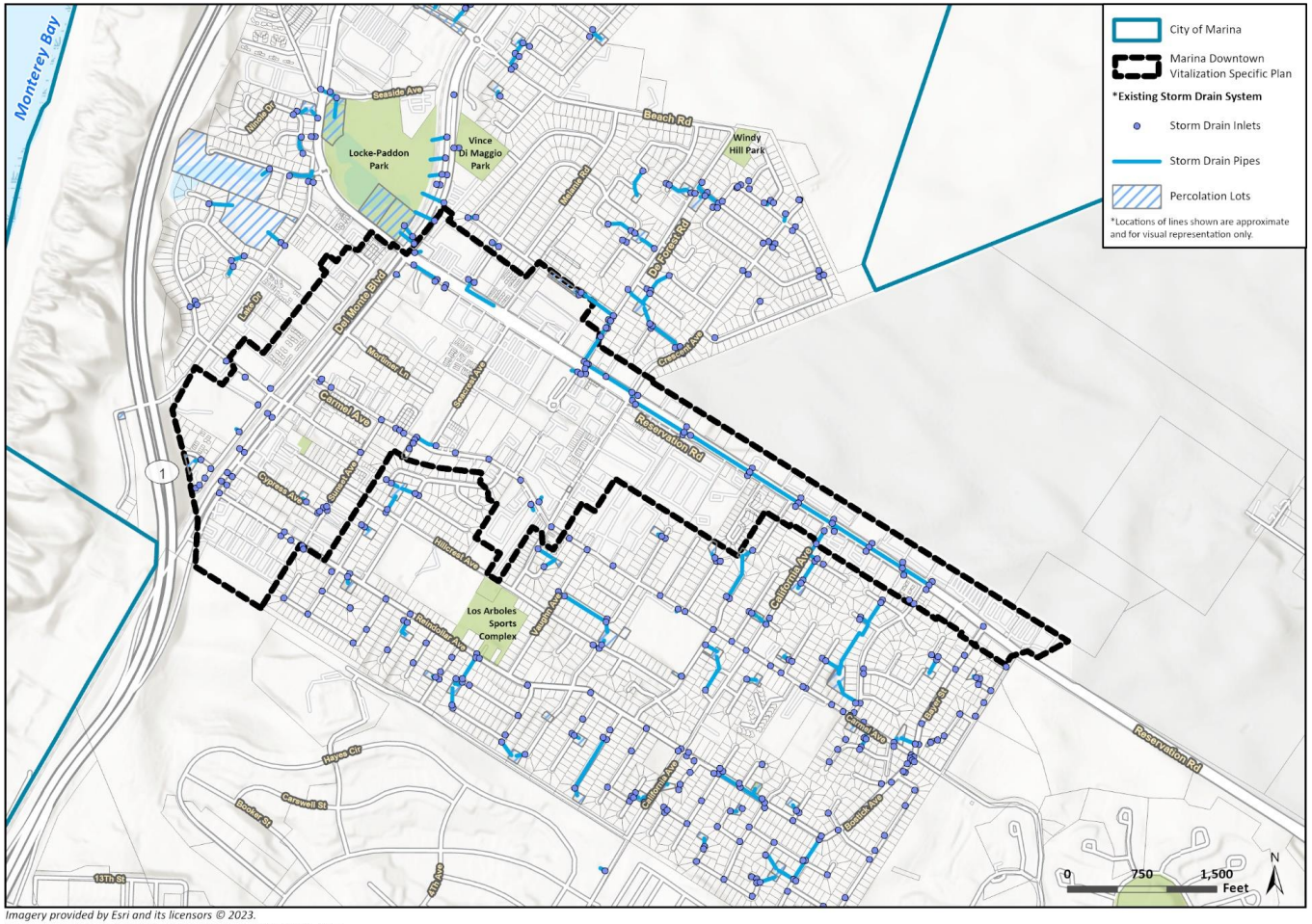
6.3.1 Storm Drainage Infrastructure Improvements

New development will be required to provide on-site retention in accordance with the City of Marina Standards and Specifications, but plan-wide drainage improvements are not required. Existing storm drainage infrastructure in the Specific Plan area is shown in **Map 6-3**~~**Map 6-3**~~. As development occurs, stormwater management measures are to be implemented in a manner that fulfills the requirements of Monterey County's National Pollutant Discharge Elimination System (NPDES) Phase II Permit, issued by the State Water Resources Control Board. This is intended to minimize the effects of urban stormwater runoff on the natural open space areas, including wetland areas and principal drainage corridors. Implementation includes two components: Stormwater management during construction and post-construction.

For active construction projects, a Storm Water Pollution Prevention Plan (SWPPP) is required to manage the release of onsite stormwater runoff. It addresses how stormwater from a construction site is managed and treated prior to being discharged from the site. The use of Best Management Practices (BMPs) during the construction process generally incorporates erosion and sediment controls. These BMPs typically include measures such as applying straw mulch to disturbed areas, the use of fiber rolls and silt fences, sedimentation basins, drain inlet protection, stabilized construction accesses, and material management. For construction activity in the Specific Plan area, the SWPPP is administered by Monterey County.

To manage stormwater quality and reduce post-development stormwater flows, development in the Specific Plan area is to utilize various Low Impact Development (LID) strategies. These strategies remove pollutants from runoff, attenuate peak flows, and reduce runoff volume. The Specific Plan LID measures include options for impervious area disconnection, tree planting, vegetated swales, and if needed, soil amendments. All LID measures are designed to the specifications outlined in the Design Guidelines for Low Impact Development: Site Planning, Source Control, Runoff Volume Reduction, and Treatment Control Practices document[1]. Although the Design Guidelines for Low Impact Development do not include BMPs that are implemented during active construction projects, it provides a comprehensive, long-term approach for managing stormwater generated by new development projects by identifying various planning tools and requirements that collectively reduce peak flows and pollution from urban runoff.

[1] Design Guidelines for Low Impact Development: Site Planning, Source Control, Runoff Volume Reduction, and Treatment Control Practices, 2011



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Additional data provided by the City of Marina, 2022; MCWD, 2008.

Map 6-3. Existing sewer system and proposed improvements.

6.4 Solid Waste

All solid waste collection in the City of Marina is serviced by Greenwaste Recovery. Landfill services in the city are provided by ReGen Monterey. Municipal solid waste is delivered to the Monterey Peninsula Landfill (MPL) located north of the Specific Plan area. According to CalRecycle, the landfill is permitted to handle a maximum throughput of 3,500 tons per day. The landfill has remaining capacity of 66 million cubic yards which is the equivalent of more than 100 years of use at current disposal rates. The MRWMD reports that the MPL landfills approximately 692,000 tons of municipal solid waste per year, or 2,241 tons each operating day. Therefore, remaining daily available capacity is approximately 1,259 tons per day.

Buildout of the Specific Plan would result in an estimated 7,957 new residents within the Specific Plan area. Based on 2019 CalRecycle estimates, Californians generate approximately 6.7 pounds of solid waste per day. Therefore, solid waste generation by new residents would total an estimated 53,312 pounds per day, or 26.7 tons per day. Additionally, Specific Plan buildout could result in an additional 1,386,000 square feet of commercial retail and office uses. Based on CalRecycle's generation rate estimates (0.046 lbs/per square foot/per day), it is estimated that there will be an additional 63,756 pounds per day of solid waste for these uses. In total, the Specific Plan would result in an estimated 121,068 pounds, or 60.5 tons, of solid waste per day delivered to the MPL representing 1.7 percent of available daily capacity. This estimate represents a full buildout scenario at the end of the Specific Plan's 20-year planning horizon. Based on this finding, ReGen Monterey has adequate capacity to accommodate the increase in municipal waste associated with the Specific Plan's buildout scenario.

6.5 Dry Utilities

There are two electricity provider options available to households and businesses in the Specific Plan area. Monterey Bay Community Power (MBCP) is the primary provider of electricity, offering an option to purchase carbon-free electricity from the utility. In addition, Pacific Gas and Electric (PG&E) also serves as the electricity provider to a minority of customers in the Specific Plan area that choose to opt out of MBCP carbon-free services. The Specific Plan area is currently developed and connected to all necessary internet and telecommunication utilities; therefore, expansion of dry utilities would be limited. Still, increased connection to utilities would result in increased demand on service providers.

Internet and telephone services in Marina are available through a variety of providers, including AT&T and Comcast. It is anticipated that these providers or any other future providers would provide cable, internet, and telephone services to the Specific Plan area.

6.6 Public Services and Community Facilities

6.6.1 Fire Services

Fire protection services for the City of Marina are provided by the Marina Fire Department (MFD). The MFD service area is limited to the Marina municipal boundary, with two fire stations serving the city. Marina Fire Station #1 is located within Downtown at 211 Hillcrest Avenue and staffs threes personnel and one Chief Officer. This station would offer fire protection to the Specific Plan area. Marina Fire Station #2 staffs two personnel and is located at 3260 Imjin Road serving the Marina municipal Airport and surrounding area. In addition to fire services, the MFD provides medical emergency response, natural disaster preparedness, and hazardous materials mitigation services.

In 2016, the most recent year with reported data, MFD received 2,136 calls for service. Under 2016 existing conditions, MFD required three additional uniformed staff members and a fire marshal. In a 2020 interview, the Marina Fire Department indicated that existing fire facilities would not meet the needs of a full buildout of the Specific Plan. Future service expansion for the MFD would be necessary to maintain the safest environment possible within Downtown and the remainder of the city. The expansion of personnel and facilities may be necessary to accommodate buildout of the Specific Plan and would occur concurrently with new development.

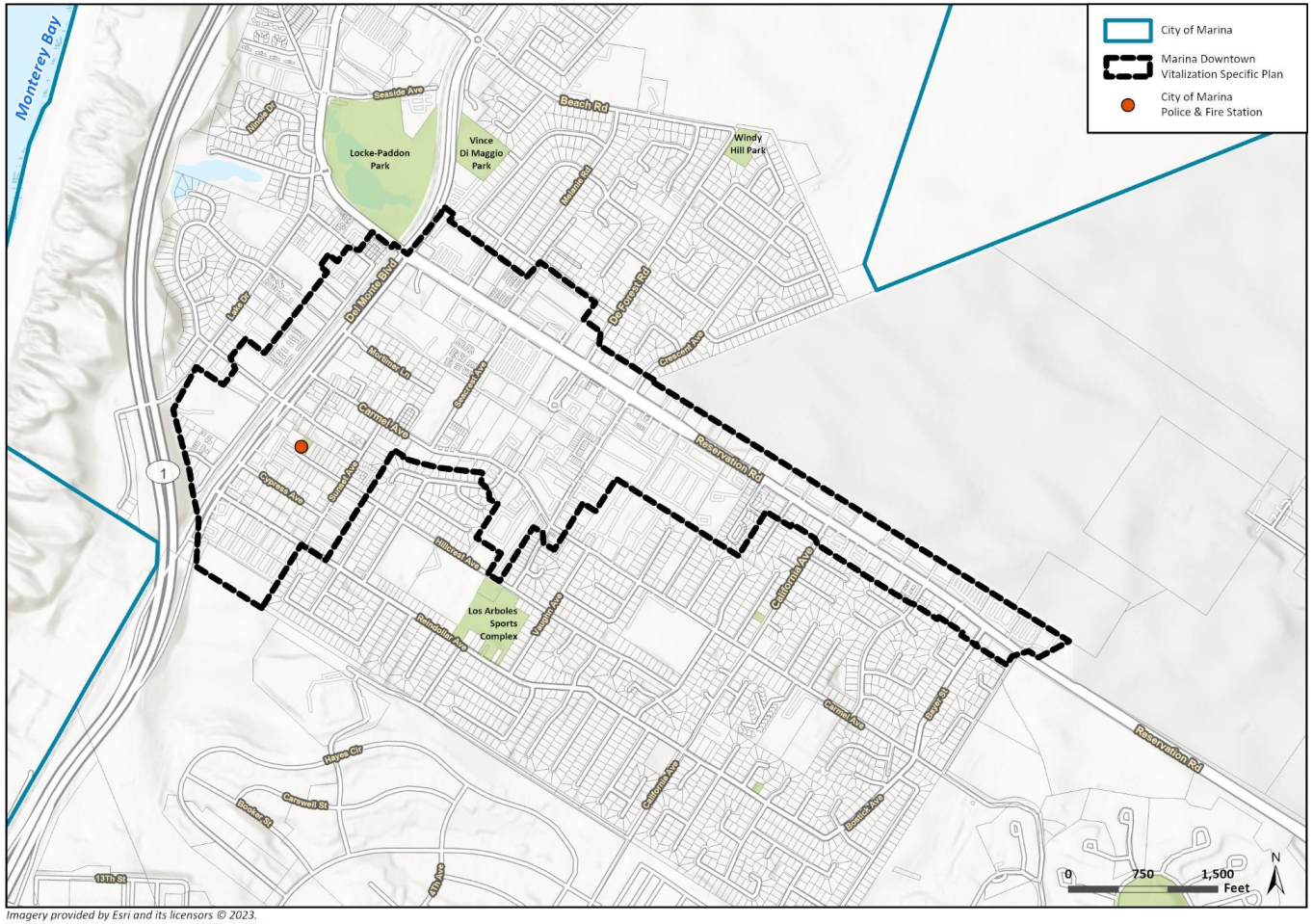
A 2021 study of standards of emergency services cover and deployment in Marina concluded that the fire department had exceeded the administrative and crew capability needs of the current fire station. On the recommendation of the study, City management proposed that a new fire station be built close to the corner of California Avenue and Imjin Parkway to improve response time and address critical deficiencies to emergency services and facilities.

To accommodate any service deficiencies present while new facilities are built, the city currently relies on a mutual aid agreement with all fire departments in Monterey County to enhance fire protection services and reduce response times. This mutual aid agreement can temporarily accommodate growth proposed for the Specific Plan area while emergency services capacity is expanded.

6.6.2 Police Services

The Marina Police Department (MPD) provides police services to the Specific Plan area. The MPD has one station located within the Specific Plan area at 211 Hillcrest Avenue. MPD provides preventative patrol, traffic control, crime prevention, investigations, drug enforcement, abuse prevention, and civil order services.

In 2020, the MPD had a staff of twenty-nine (29) sworn officers and eight (8) non-sworn personnel. Based on the 2020 Census, Marina's population of 22,359 means the ratio of residents to police personnel is, approximately 604 to 1. With an estimated maximum of 7,957 new residents, the buildout of the Specific Plan would require the hiring of approximately 13 new police personnel to maintain the current ratio. Service levels at the MPD are regularly reassessed and adjusted as the population grows. The expansion of personnel and facilities necessary to accommodate buildout of the Specific Plan would occur concurrently with new development. The location of Marina's shared police and fire station is shown in **Map 6-4~~Map 6-4~~**.



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Map 6-4. Police and fire stations.

6.6.3 Schools

The Specific Plan area falls within the boundaries of the Monterey Peninsula Unified School District (MPUSD), which services the City of Marina as well as Seaside, Monterey, and Del Rey Oaks. Schools serving residents in the Specific Plan area are shown in Map 6-5~~Map 6-5~~. Schools serving the Specific Plan area include the following:

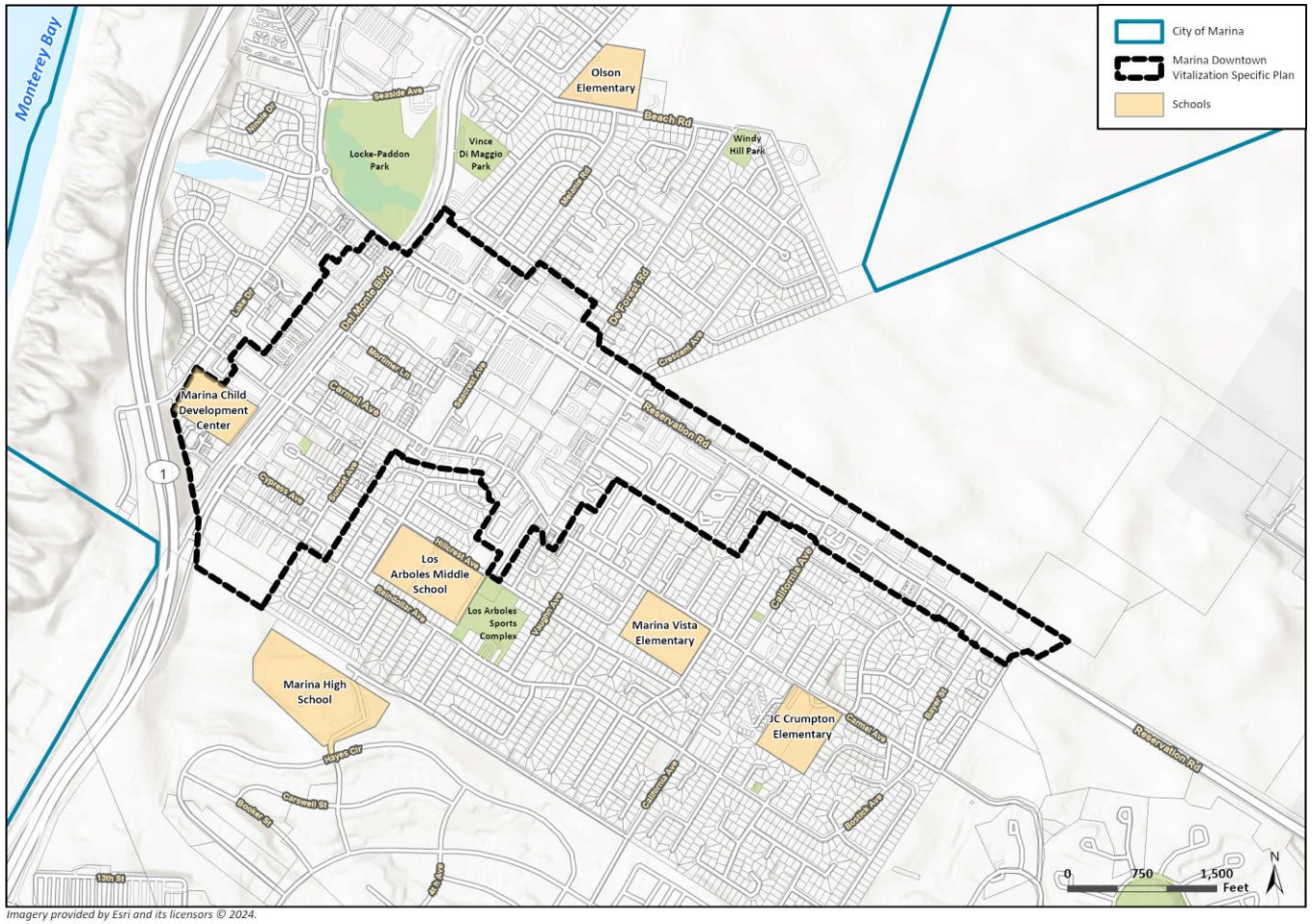
- **Marina High School** located at 298 Patton Parkway;
- **Los Arboles Middle School** located at 294 Hillcrest Avenue;
- **Crumpton Elementary School** located at 460 Carmel Avenue;
- **Marina Vista Elementary School** located at 390 Carmel Avenue;
- **Ione Olson Elementary School** located at 261 Beach Road;
- **Marina Child Development Center** located at 3066 Lake Drive.

MPUSD has experienced declining enrollment in recent years. The District's School Reconfiguration and Consolidation Plan proposed to consolidate Foothill Elementary School and Highland Elementary School, recommended the creation of the Transitional Kindergarten through 8th grade schools at La Mesa and Monte Vista Elementary Schools, and recommended the closure of Colton Middle School. While at the time of publishing a reconfiguration plan has not yet been finalized, the district reorganization is focused on schools serving the Seaside and Monterey areas and is not expected to affect students in the Specific Plan area.

All new residential development in the Specific Plan area is anticipated to be multifamily housing (such as apartments, townhomes, and condominiums), which typically have a lower student generation rate than single-family homes. As part of the development review process, MPUSD determines student generation rates to assess capacity and set development impact fees.

The General Plan uses a student generation rate of one student for every five bedrooms, with 60 percent of the students projected to be enrolled in grades K-5, 20 percent in grades 6-8, and 20 percent in grades 9-12. Based on the maximum residential build out of the Specific Plan of 2,904 dwelling units, and an average of two-bedrooms per unit, total build out of the Specific Plan would contribute an estimated 1,161 students to local schools. This includes 697 K-5 students, 232 students in grades 6-8, and 232 students in grades 9-12. It should be noted that this estimate represents the number of students in the Specific Plan area at the end of the Specific Plan's 20-year horizon.

Based on capacity at existing schools and student generation rates, the Specific Plan does not anticipate the need for new schools in the Plan area. The capacity of existing schools serving the Specific Plan area will be sufficient to meet the need from residential development.



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Additional data provided by the City of Marina, 2022.

Map 6-5. Schools.

6.6.4 Libraries

The Marina branch of Monterey County Free Libraries was established on April 24, 1916. The Marina Library opened in its present location September 2007 with a new 11,000 square foot building including a wing to house the administrative headquarters for the Monterey County Free Libraries System. The Marina Branch offers access to books, periodicals, audio and video content in English, Spanish, Korean, and Vietnamese as well as computers, printing services, community rooms and a variety of programming for children and adults. The Friends of the Marina Library community group helps to provide advocacy, funding, and volunteer resources to support the branch.

According to the General Plan, this newest library branch along Seaside Circle and within Locke Paddon Park was a location identified to serve the entire community. As a result of this most recent development, library services are adequately provided to the Specific Plan area.

6.6.5 Civic Administrative Buildings

According to the General Plan, civic, commercial, cultural, and recreational uses are encouraged to create a center for the community in order to emphasize community life and identity as a focus for the city. Specifically, the Community Land Use Element identifies three potential locations for such a center. Figure 2.3 Public Facilities of the General Plan identifies three locations within or near the Specific Plan area for new civic administration buildings: Locke-Paddon Park adjacent to the Marina Public Library, the location of existing facilities along Hillcrest Avenue and Palm Avenue, and a vacant site along Salinas Avenue at Reservation Road.

The Locke Paddon Park site just outside of the Specific Plan Area was identified as a potential site for construction of new City administrative facilities given its proximity to Downtown, and lack of major constraints present at alternative sites.

6.7 Public Facilities Goals, Policies, Programs

Goal PF-1	**Public Facilities -** Ensure that there are adequate public services and public utilities are provided for future development and enhance Downtown by planning for future public facilities.
Policy PF-1.1	Coordinate with public works and MCWD to prioritize and implement required water supply and distribution projects to ensure there is adequate capacity to serve new development in the Specific Plan Area.
Policy PF-1.2	Coordinate with public works and MCWD to prioritize and implement required wastewater projects to ensure there is adequate capacity to serve new development in the Specific Plan Area.
Policy PF-1.3	Ensure that stormwater and drainage facilities are adequate to accommodate development in Downtown.
Policy PF-1.4	Coordinate with Greenwaste Recovery and ReGen Monterey to ensure waste collection and disposal services are available to serve new development in the Specific Plan area.
Policy PF-1.5	Meet regularly with Marina's Fire and Police Departments to coordinate the expansion of Fire and Police protection facilities and services in the Downtown.
Policy PF-1.6	Require that new development contribute to school impact fees.
Policy PF-1.7	Work with the school district to ensure that new development and changes in population are regularly assessed in order to adapt to the needs of local student populations and school district needs.
Policy PF-1.8	Continue to explore potential sites for a civic center complex, with civic administrative buildings as well as commercial, cultural, and recreational uses.
Policy PF-1.9	Maintain a clean, attractive environment free from trash and debris through coordination with local waste management service providers, enforcement of existing policies on appropriate waste disposal, awareness campaigns, and the requirement of adequate on-site waste storage and collection facilities.
Policy PF-1.7	Explore high-performance building retrofitting to improve indoor air quality and reduce energy requirements in existing and future civic buildings.
Program PF-1	Pipeline upsizing shall occur in accordance with Project W5 of the 2020 MCWD Water Master Plan to meet increased demand from buildout of the Specific Plan.
Program PF-2	The City shall monitor the rate of buildout in the Specific Plan area and throughout the City in accordance with the 2020 MCWD Sewer Master Plan and anticipate upgrades to the wastewater collection system.
Program PF-3	Identify the timing, location and funding source for a new fire station to adequately support the growth within the Specific Plan area.
Program PF-4	Regularly assess changes in the City of Marina's population, to adequately staff police services based on potential growth within the Specific Plan area.
Program PF-5	Establish a Downtown business improvement district or other funding mechanism to organize and finance the construction of downtown infrastructure improvements in more meaningful and intentional increments.

7 Implementation

7.1 Purpose and Intent

The preceding chapters of this Specific Plan identify the type of development desired in the Specific Plan area, including proposed improvements to vitalize the area. The desired development and vitalization improvements are outlined using goals, policies, and programs that make up a comprehensive community vision.

Successful implementation of the Specific Plan will require investments from the public and private sector. By utilizing the implementation measures outlined within this chapter, the City can create a downtown area that fosters and enables private investment. The implementation measures are intended to result in the systematic and orderly development of the Specific Plan area, consistent with the overarching vision of the project. All subsequent development projects and related activities are required to be consistent with the Downtown Vitalization Specific Plan (DVSP).

7.2 Regulatory Authority

City of Marina is authorized to adopt this Specific Plan pursuant to the provisions of California Planning and Land Use Law (Title 7, Chapter 3, Article 8 [Sections 65450-65457] (Planning and Zoning Law) of the California Government Code and Chapter 5, Subsection 5.11 (Specific Plans) of the City of Marina General Plan. The Government Code Section 65451 requires that a Specific Plan include a program of implementation measures necessary to carry out its proposed land uses, infrastructure, development standards, and other regulatory requirements.

Implementation of the Specific Plan is administered by the City of Marina. Specific Plans are designed to implement the goals and policies of the General Plan. State law requires that a Specific Plan can only be adopted or amended if it is consistent with a jurisdiction's adopted General Plan. As such, this Specific Plan is consistent with the policies of the City of Marina General Plan, and other applicable State and local regulations.

If any section, subsection, sentence, clause, phrase, or portion of this Specific Plan, or any future amendments or additions hereto, is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Specific Plan, or any future amendments or additions hereto. The City hereby declares that it would have adopted these requirements and each sentence, subsection, clause, phrase, or portion or any future amendments or additions thereto, irrespective of the fact that any one or more sections, subsections, clauses, phrases, portions or any future amendments or additions thereto may be declared invalid or unconstitutional.

7.3 Relationship to City Plans and Other Related Documents

7.3.1 Relationship to the General Plan

The Specific Plan is intended to implement the General Plan, which serves as the long-term policy guide for future development of the City of Marina. The City's values are the foundation of the General Plan and set direction for the Specific Plan's vision. The Specific Plan area implements that vision by establishing

land use designations, design standards and guidelines, and refines that vision related to mobility, public facilities, and services to support new development. At the time of Specific Plan approval, the General Plan was amended to reflect Specific Plan land uses and is considered consistent with the General Plan as amended.

7.3.2 Relationship to the Zoning Code and Specific Plan Area Zoning

The City of Marina Zoning Code is a primary tool for implementing the General Plan. The Specific Plan is designed to supersede selected provisions of the Zoning Code. The zoning of the Specific Plan is SPL-DVSP. The SPL pre-fix is used to direct readers to the DVSP for all allowable land uses and guiding regulations for those uses. Where the Specific Plan establishes administrative practices, land use and/or development standards, the Specific Plan shall govern. Where the Specific Plan is silent on certain issues, such as definitions or procedures, the Zoning Code shall govern.

7.4 Conceptual Phasing

Redevelopment of the Specific Plan area will take place over time. As the majority of the parcels within the Plan Area are privately owned, redevelopment of these parcels will be initiated by the property owner according to the regulations of this Specific Plan.

The construction of public improvements is conditional on the following: (1) the timing of private redevelopment activities, and (2) the availability of funding. In the future, if there are improvements to roads to either reduce lanes or implement multi-modal measures, developers will be required to dedicate the necessary right-of-way as a condition of their projects, whenever they may be proposed. There is no intent to use eminent domain to acquire the right-of-way or to accelerate the public improvements, although the City retains this power.

While the DVSP emphasizes the importance of a downtown as a central business district and important economic driver, downtown residential development has been a critical component of the plan. The phasing plan that follows begins with a primary objective to drive development of multifamily residential within the Downtown consistent with the objectives of the General Plan housing element, which identifies the Downtown as key housing opportunity area for higher density housing, including housing that accommodates income levels of all types. Additional phases address enhancing retail and services, development surrounding the Marina Transit Exchange to emphasize the importance of transit for the future of Marina, as well as other mobility improvements that aim to create a walkable, bikeable downtown that accommodates all modes of transportation. The phasing below can be considered as a *strategy* for future development and is complimented by all the policies and programs outlined in previous sections.

Phasing Strategy 1: Multifamily Residential Development – Residential development is envisioned at the heart of the downtown and is a critical component to the mix of uses that are encouraged in the Specific Plan area. Residential uses are essential to the development of the Downtown and an important driver in achieving housing goals identified in the General Plan housing element. Through specific development standards and a development code that outlines objective design standards, multifamily residential development is expected to be a primary strategy for build out of the DVSP, including through streamlined review of multifamily housing development projects.

Phasing Strategy 2: Downtown Retail and Services – Economic development and enhancement of the city's identity are an important part of the DVSP. Support for existing local businesses, and the ability to foster an environment that encourages new businesses and attracts residents and visitors are a

subsequent phasing strategy. In addition to the focus on driving residential development in the Downtown, ensuring retail and service uses are successful and thriving will create a desirable environment to live and visit.

Phasing Strategy 3: Marina Transit Exchange – Providing transit services for residents to commute and travel to other areas of the county and region are an important part of the success of the Downtown. The Marina Transit Exchange serves as a hub to support transit that is an essential service to residents who will live in the Downtown and require necessary services to encourage more active transportation and less dependence on single-occupancy vehicles. Development around this transit station, including enhanced services (e.g. shorter headways, express buses, and bus rapid transit), along with adequate sidewalk and bicycle infrastructure, mixed-use will encourage more use and activity around this station.

Phasing Strategy 4: Other Mobility Improvements – Mobility improvements that encourage traffic calming, complete streets, active transportation, and parking improvements are identified as a final phase for the Downtown to create an environment that matches land use needs with circulation and mobility needs. While these improvements are identified as only concepts in this plan, Program M-1 encourages the full development of these concepts to ensure land use and transportation work in concert.

7.5 Financing and Maintenance of Public Improvements

The availability of funding and financing are critical to the implementation of the Specific Plan. As new projects are developed in the Specific Plan area, public infrastructure will need to be upgraded to serve the growing population. The City is responsible for ensuring that the adequate infrastructure and public facilities and services are provided to meet the desired development potential outlined in this Specific Plan. The City will be required to pursue funding sources to meet these needs.

Several types of financing strategies and tools are available for financing district-wide improvements such as those found in the DVSP. It is anticipated that the Specific Plan area will be redeveloped over time using a combination of these strategies and tools which could include, but are not limited to, the strategies indicated in *Sections 7.5.1 through 7.5.2*.

7.5.1 Local Funding Sources

Development Impact Fees

California Government Code Section 66000 (“The Mitigation Fee Act”) allows for the creation and collection of development impact fees. The City of Marina and other local agencies currently impose development impact fees on new private developments citywide to mitigate the effects of increased demand on public facilities, transportation infrastructure, and parks. A development impact fee is a one-time fee imposed on new development devised to offset a “proportional share” of the cost of necessary public infrastructure and facilities.

Capital Improvement Program

The City’s existing Capital Improvement Program (CIP), Fund 462, can be utilized to leverage funding for strategic infrastructure projects within the Specific Plan area. Although the existing CIP does not currently account for improvements associated with Specific Plan build-out, an update to the CIP could enable allocation of funding toward infrastructure projects that will not only serve the Specific Plan area but will be beneficial to the greater community in Marina. Improvement projects that may service the broader community include roadway improvements, strategic economic improvements, and open space/parkland expansion.

Special Assessment/Special Tax District

Special Assessment Districts serve to increase tax amounts beyond existing property or sales tax for property owners and businesses within a specified district. The additional tax revenue gained from the Assessment District can then be used to fund district-specific improvements. Revenue from a Special Assessment District is limited by a requirement that mandates that taxation must be assigned to property owners in direct proportion to the benefits received from targeted improvements. In contrast, a Special Tax District utilizes property characteristics to assign tax amounts. Special Tax Districts allow for funds to be allocated to a broader scope of projects and activities in comparison to Special Assessment Districts. Both the Special Assessment District and the Special Tax District require approval by voters and/or affected property owners.

Enhanced Infrastructure Financing District

Enhanced Infrastructure Financing Districts (EIFDs) are a mechanism for local governments to finance development projects utilizing Tax Increment Financing (TIF). Generally, TIF tools serve to increase available funds by utilizing development bonds, which are then paid by capturing the future tax revenues that flow from the designated project area. An EIFD is a type of TIF that is formed by a city, district or county and may be utilized to help fund infrastructure development, including roadways and housing. Local agencies may establish an EIFD for a given project or geographic area to capture the projected incremental increases in property tax revenue that will occur as a result of development. To obtain the TIF bonds, the relevant authority is required to host three public hearings that overview the Infrastructure Financing Plan associated with the EIFD.

Although EIFDs can be an effective tool, there are multiple limitations to this type of financing. By dedicating future tax revenue to infrastructure projects, cities may limit funding for other necessary services. Because of this, the feasibility of EIFDs should be assessed in detail through a district-focused lens.

Property and Business Improvement District

In 1994, in an effort to create jobs, attract new businesses, and protect business districts in economically disadvantaged areas from blight and erosion, California legislation authorized property owners to form business improvement districts. Under state law, business districts can fund business related improvements, maintenance, and other related activities. A PBID may be formed for up to five years and may be renewed continually for additional terms of up to 10 years. Specific requirements for the formation of PBIDs can be found in Sections 36601-36615, 36621-36637, and 36650-36671 of the California State Code.

The principal activities funded by a PBID, which may also include residential properties and higher density districts and corridors, include the following:

- "Clean and safe" program (improving safety and aesthetics through various cleanup and beautification efforts);
- District marketing and targeted tenant and business capture outreach;
- Seasonal calendar of events and special attraction initiatives; and
- Maintenance of unique signs, banners, and landscape materials.

It is not common for PBIDs to enter into public infrastructure financing obligations, high cost street lighting or street furniture and replacements, or direct financial partnerships in property rehabilitation/façade improvements/public space or public parking partnerships development costs.

Art in Public Places (APP) Program

In many cities, APP programs are established to build public experiences of visual art by installing artworks in public spaces. Funding sources for these programs vary, and may include a specific percentage (e.g., 2-5%) of eligible capital improvement project budgets are set aside for the commission, purchase, and installation of artworks throughout the city. These funds may be administered by a special commission (and include dedication of staff resources) to develop a public art ordinance or master plan. *See Program LU-10 pertaining to the development of public art in the City of Marina.*

7.5.2 State and Federal Funding Sources

There are a variety of State and Federal grant and loan programs available to local and regional governments that can be used to fund local infrastructure projects. Grant opportunities are typically competitive and are allocated through a process of application and approval. The following list of grants may be applicable to the City of Marina for funding related to development in the Specific Plan area.

- **Infill Infrastructure Grant Program.** Administered by the California Department of Housing and Community Development (HCD), the Infill Infrastructure Grant Program aims to promote infill housing development by providing financial assistance to Capital Improvement Projects that are an integral part of, or necessary to facilitate the development of affordable and mixed income housing. Eligible costs include the construction, rehabilitation, demolition, relocation, preservation, acquisition, or other physical improvements of a capital asset that is an integral part of, or necessary to facilitate the development of housing.
- **Community Development Block Program (CDBG).** The CDBG Program is administered by the United States Department of Housing and Urban Development (HUD) and provides funding to jurisdictions to undertake community development and housing projects. Projects proposed by the jurisdictions must meet the objectives and eligibility criteria of CDBG legislation. The primary CDBG objective is the development of viable urban communities, including decent housing, a suitable living environment, and expanded economic opportunity, principally for persons of low-and moderate income.
- **Permanent Local Housing Allocation Program (PLHA).** PLHA provides funding to local governments in California for housing-related projects and programs that assist in addressing the unmet housing needs of their local communities. PLHA funds can be used for activities that promote affordable rental housing and homeownership by low-income households, and are intended to increase the supply of housing for households at or below 60% of area median income, increase assistance to affordable owner-occupied workforce housing, assist persons experiencing or at risk of homelessness, facilitate housing affordability, particularly for lower- and moderate-income households, and promote projects and programs to meet the local government's unmet share of regional housing needs allocation.
- **California Infrastructure and Economic Development Bank (IBank).** IBank provides low-interest loans to public agencies for public infrastructure. The principal intent is to fund infrastructure which will generate permanent jobs. The IBANK also provides somewhat lower interest loans to firms seeking expansion that are committed to employment retention, growth, and opportunities in "under employment" areas.
- **Caltrans Sustainable Transportation Planning Grant Program.** This program provides planning funds for local and regional multimodal transportation and land use planning projects that further the

region's RTP SCS, contribute to the State's GHG reduction targets, and assist in achieving the Caltrans Mission and Grant Program Objectives. For the DVSP, this may mean using funds to advance mobility goals that integrate land use and transportation, including development around the Marina Transit Exchange and other transportation demand management measures.

- **California Public Utilities Commission California Energy Design Assistance Program (CEDA).** CEDA offers incentives to reward buildings of the future that implement high performance measures and electrification. Incentives are also available for the installation of traditional above code minimum energy efficiency measures.

  California Energy Commission Building Initiative for Low-Emissions Development Program (BUILD). The Building Initiative for Low-Emissions Development (BUILD) Program is a residential building decarbonization program that provides incentives and technical assistance to support the adoption of advanced building design and all electric technologies in new, low-income all-electric homes and multifamily buildings. BUILD provides eligible applicants constructing their first all-electric, low-income multifamily (10+ units) building with funds to offset direct design costs.
- **California Energy Smart Homes.** The California Energy-Smart Homes Program is a residential new construction and alterations program that provides incentives to adopt advanced energy measures and transition to all-electric construction. The program is a solution that offers incentives for single family, duplex, townhome, multifamily low-rise, alterations, and accessory dwelling units.
- **Central Coast Community Energy New Construction Electrification Program.** The New Construction Electrification Program provides housing developers and homeowners with incentives to build all-electric housing. Housing projects must be built to all-electric standards for all energy utility needs including but not limited to water heating, space heating, and cooking appliances.
- **Greenhouse Gas Reduction Fund (Green Bank):** $27 billion is available to states, non-profit organizations and local governments dedicated broadly to finance projects that reduce greenhouse gas emissions. Funds are allocated for zero-emissions technologies in low-income and disadvantaged communities, greenhouse gas emissions and other air pollution reducing activities community-wide and in private sector, and similar efforts in low-income and disadvantaged communities.
- **Assistance for Latest and Zero Building Energy Code Adoption:** $1 billion is available to local governments to assist with the adoption of building energy codes that meet or exceed existing commercial or residential global benchmarks, as well as related actions including training, compliance monitoring, and enforcement.
- **Environmental and Climate Justice Block Grants:** $3 billion is available for community-based organizations (CBOs), and CBOs in partnership with public institutions and local governments, for various projects including those related to engaging disadvantages communities, investments in low emissions technologies, and climate resiliency and adaptation.
- **Neighborhood Access and Equity Grant Program:** $3 billion is available to fund various transportation projects including highway mitigation, removal, capping and remediation; multi-use trails, regional greenways, and active transportation network projects; and public transportation and spaces infrastructure improvements.

7.6 Specific Plan Administration

The Specific Plan outlines the general provisions, permitted land uses, design standards and guidelines, public facilities and services, as well as infrastructure improvements intended for the Specific Plan area. The City of Marina Community Development Department is broadly responsible for the administration,

implementation, and enforcement of the Specific Plan. All development proposals within the Specific Plan area are subject to the procedures established herein.

7.6.1 Specific Plan Adoption and Administration

The City of Marina prepared the DVSP pursuant to the California Government Code, Chapter 4, Section 65451. This regulation defines the Specific Plan's role as a tool for implementing a City's General Plan. The Specific Plan will serve as a detailed extension to the General Plan, offering area-specific instruments to facilitate broad General Plan objectives.

Adoption

Adoption of this Specific Plan will occur by City Council resolution. Concurrent with the adoption of the DVSP, the City of Marina shall amend the City's General Plan and Zoning Map to ensure consistency with Specific Plan land uses. Upon ordinance adoption, the Specific Plan will serve as the land use and zoning map for the Specific Plan area. It is intended that all Specific Plan area projects, including design review plans, detailed site plans, building permits, or any other action requiring ministerial or discretionary approval, be consistent with this Specific Plan.

Minor Adjustments to the Specific Plan

Minor adjustments to the plans, guidelines, regulations, and standards contained in this Specific Plan may be approved at the discretion of the Community Development Director; provided, however, that such deviations are deemed to be in substantial conformance with this Specific Plan and are not detrimental to public health, safety, and welfare. Modifications to the adopted Specific Plan must be consistent with the purpose and intent of the originally approved Specific Plan. Any decisions made by the Community Development Director may be appealed to the Planning Commission. Decisions of the Planning Commission may be appealed to the City Council. Decisions by the City Council shall be deemed to be final. The following modifications constitute "minor adjustments" to the approved DVSP:

1. Minor changes to the design of the roadway cross-sections, provided that the streets have adequate capacity to handle the anticipated volumes of traffic and the design changes are deemed acceptable by the City's Traffic Engineer;
2. Minor modifications to the architectural or landscape design standards and guidelines;
3. Additions of new information or data to the Specific Plan maps, figures, and/or text which do not change the effect of any concepts or regulations.

Specific Plan Amendments

Those proposed changes to the Marina DVSP that are determined to be substantial in nature must be approved through a formal Specific Plan Amendment. Procedures for approval of a Specific Plan Amendment shall be consistent with the Zoning Amendment procedures outlined in Chapter 17.72 of the City of Marina Municipal Code. A Specific Plan Amendment is the appropriate procedure where changes to the Specific Plan meet one or more of the following criteria:

1. A new type of land use not identified in the Land Use Plan;
2. Increases in maximum allowance development analyzed per CEQA as shown in **Table 7-1**~~**Table 7-1**~~;
3. Significant changes to the Specific Plan area's circulation pattern that would result in an alteration of land uses;
4. Significant changes to the distribution of land uses would substantially alter the overall mix of land uses in the Land Use section of the Specific Plan.

An amendment to the DVSP shall be processed in the same manner as the original adoption of the DVSP. The document may be amended as many times as necessary. Specific Plan Amendments require approval from the City Council, with a prior recommendation forwarded by the Planning Commission. Approval shall require findings and conclusions such as the following:

1. The Specific Plan Amendment is consistent with the General Plan;
2. The Specific Plan Amendment does not have a significant effect on the environment and does not create new impacts that are not analyzed under the CEQA review process;
3. The amendment does not compromise the project's community benefits that would otherwise exist without the proposed amendments.

Table 7-1. Maximum Development Analyzed Per CEQA

Land Use	Maximum Allowable New Development
Multifamily Residential	2,904 units
Commercial Uses	874,669 square feet
Office Uses	510,528 square feet

7.6.2 Legal Nonconforming Uses and Structures

Upon adoption of the Specific Plan, any use that is inconsistent with the land use designations outlined in Table 2 of **Appendix A: Development Code** shall be considered a legal nonconforming use. A legal nonconforming use may be continued, changed, or replaced only as provided by this section.

1. Nonconforming uses of land. A legal nonconforming use of land may be continued, transferred, or sold, provided that no such use shall be enlarged or increased, nor extended to occupy a greater area than that which it lawfully occupied before becoming nonconforming. Additionally, legal nonconforming uses shall not be enlarged, extended, expanded, nor increased to occupy a larger area, nor a more intensive use than that which it was characterized by in the prior twelve months.
2. Nonconforming buildings. A legal nonconforming building may continue to be used as follows: Within five years of adoption of the Specific Plan, if a nonconforming structure is enlarged or expanded by 25 percent or more of the existing floor space or ground area, all structures must come into full compliance with the Specific Plan. After five years from the date of adoption of the Specific Plan, non-conforming uses and structures are subject to Chapter 17.64 of the Marina Municipal Code.
3. Nonconforming single-family residential buildings. Within five years of adoption of the Specific Plan, a nonconforming single-family residential building located in any district of the Specific Plan area may be expanded, enlarged, or remodeled without regard to the 25 percent limitations in section 7.6.2.2. After five years from the date of adoption of the Specific Plan, non-conforming uses and structures are subject to Chapter 17.64 of the Marina Municipal Code.
4. If a nonconforming use is superseded by an allowed use, the new use shall conform to the regulations within the Specific Plan.
5. Ordinary maintenance and repairs may be made to any nonconforming building, provided that such work does not exceed 25 percent of the appraised value in any one-year period.
6. Destroyed structure. The reconstruction of a building damaged by fire or calamity to an extent of 75 percent or less of its reasonable replacement value which at the time was devoted to a nonconforming use may be authorized by the Planning Commission through use permit approval, provided that reconstruction shall occur within twenty-four months after the date of the damage and that the reconstructed building shall have no greater floor area than the one damaged. If a nonconforming structure is destroyed by natural hazard or fire to an extent of more than 75 percent

of its reasonable replacement value at the time of destruction, it must be reconstructed in conformity with the standards outlined within this Specific Plan.

7.7 Implementation Matrix

Each implementation program includes the party responsible for implementation, timeframe, and potential funding source. Assigning a responsible party helps to ensure continued commitment by City staff, elected officials, and other vital organizations to the goals of the Plan. In addition, to help establish priorities, programs include anticipated timeframes for implementation. Short-term programs are anticipated to be implemented within the first three years of Plan adoption, mid-term programs are to be implemented within four to 10 years, and long-term programs in 11 or more years. These timeframes have been estimated based on an understanding of priorities and resources at the time of adoption of this Specific Plan. The City may periodically reevaluate these timeframes to ensure alignment with the City's priorities, financial resources and capital investment and may evaluate implementation of the Plan on a periodic, such as yearly, basis. The City shall coordinate timing of programs to be implemented with availability of funding in its annual budget review.

	Program	Timeframe	Responsible Party
Program LU-1	The City should pursue funding through public sources such as the California Arts Council, or other private sources, and explore opportunities for entertainment and activities venues such as a new auditorium.	Mid-term	Planning Division
Program LU-2	Study the potential for a lot consolidation program to incentivize lot consolidation that encourages redevelopment. Incentives may include reduced development fees, administrative review, decreased parking ratios, etc.	Short-term	Planning Division
Program LU-3	Develop a business investment program to support minority owned stores and businesses in Downtown.	Short-term	City Manager's Office
Program LU-4	Create outreach material for the non-profit and for-profit development community to learn about the streamlining benefits of the Specific Plan.	Short-term	Planning Division
Program LU-5	Dedicate a page on the City's website to show community members how their properties can be redeveloped to accommodate multifamily housing throughout Downtown. Provide example housing developments of duplexes, triplexes, and multiplexes that meet the design intent and standards outlined in the Specific Plan.	Short-term	Planning Division
Program LU-6	Dedicate a webpage on the City's website to encourage transparency in the housing development process, including how the City is meeting its local housing obligations under state requirements.	Short-Term	Planning Division
Program LU-7	Develop and maintain a business retention and expansion program.	Mid-term	Planning Division

	Program	Timeframe	Responsible Party
Program LU-8	Establish a list of "shovel-ready" sites in consultation with property owners and provide the list to interested developers and businesses seeking sites in the city.	Short-term	Planning Division
Program LU-9	Develop a public art master plan to celebrate the diverse culture and heritage of Marina. The master plan should include requirements for the ongoing maintenance of art installations and ensure representation of the rich cultural diversity of Marina.	Mid-term	Planning Division
Program LU-10	Develop a pilot program to identify potential sites, design, and implement improvements to stormwater retention basins such that they can safely be used as public parks.	Mid-term	Planning Division, Public Works
Program LU-11	Develop a tree care program to catalog and monitor the health of trees in the public realm including trees in parkway strips and medians.	Mid-term	Planning Division, Public Works
Program LU-12	Explore the adoption of a Reach Code within the Specific Plan Area or citywide to require new developments to implement energy efficiency and building electrification measures beyond the requirements of Title 24 of the California Building Code.	Mid-term	Planning Division
Program LU-13	Explore the feasibility of expanding the scope of the current Tree Removal, Preservation and Protection ordinance to require a permit to prune street trees in the parkway strip.	Mid-term	Planning Division
Program M-1	Develop a mobility plan for the Downtown to include complete streets design, pedestrian and bicycle paths, improvements to transit, parking, and transportation demand management measures.	~~Mid~~Short-term	Planning Division, Public Works
Program M-2	Community Development Department and Public Works Department should collaborate to implement low-cost improvements using existing resources to establish gateways to the Downtown along Reservation Road and Del Monte Boulevard, directional signage, and simple streetscape enhancements such as protected bicycle lanes, accent paving on crosswalks, reduced lane width, and curb bulb-outs.	Short-term	Planning Division, Public Works
Program M-3	Conduct regular surveys of pedestrian and bicycle infrastructure to ensure the maintenance of public sidewalks, crosswalks, bicycle paths, bicycle racks, benches, waste receptacles.	Ongoing	Public Works
Program PF-1	Pipeline upsizing shall occur in accordance with Project W5 of the 2020 MCWD Water Master Plan to meet increased demand from buildout of the Specific Plan.	Mid-term	Public Works

	Program	Timeframe	Responsible Party
Program PF-2	The City shall monitor the rate of buildout in the Specific Plan area and throughout the City in accordance with the 2020 MCWD Sewer Master Plan and anticipate upgrades to the wastewater collection system.	Ongoing	Public Works
Program PF-3	Identify the timing, location, and funding source for a new fire station to adequately support the growth within the Specific Plan area.	Short-Term	City Manager's Office
Program PF-4	Regularly assess changes in the City of Marina's population, to adequately staff police services based on potential growth within the Specific Plan area.	Ongoing	City Manager's Office
Program PF-5	Establish a Downtown business improvement district or other funding mechanism to organize and finance the construction of downtown infrastructure improvements in more meaningful and intentional increments. City staff shall conduct outreach to downtown property owners and business owners, providing information regarding the range of State legislation and other tools available to catalyze redevelopment and encourage property and business owners to initiate formation of a business improvement district.	~~Mid~~Short-Term	Planning Division

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Appendix A: Development Code

A.1 Overview

This section establishes procedures for the consistent promotion of high quality, well-designed development to be appropriately located throughout Downtown Marina. The Development Code includes Objective Development and Design Standards which are composed of written statements and graphic illustrations describing the design intent and regulations to achieve the desired community character for the Downtown. The overarching goal of this section is to prevent "rubber stamped" development prevalent in places like the Silicon Valley while fostering creative designs that preserve and enhance Marina's unique community character and natural environment. These standards also help to provide regulatory certainty and permit streamlining, particularly for affordable housing development.

All new construction and proposed structural and façade changes are required to be consistent with the Objective Development and Design Standards presented here. Design Standards are minimum requirements, and applicants may be required to provide additional amenities to meet the goals and policies of the Specific Plan consistent with the objective development and design standards contained herein. The Design Standards presented in this section are intended to create a framework for the design review process while preserving the flexibility needed for creative design. Additional objective standards from the City's Sign Ordinance and Zoning Ordinance may also be applicable. If there is a perceived conflict between Downtown Vitalization Specific Plan Design Standards and the design standards of other City plans and ordinances, the DVSP shall take precedence. If certain design issues are not specifically addressed in the Standards presented here, then the aforementioned documents, city staff, or relevant commissions and boards may provide further direction.

A.2 Administration

A.2.1 Review and Approval Process

The following administrative standards govern the implementation of future development applications within the Specific Plan area.

1. Administrative Plan Review is required for the following project types:
   a. Multifamily residential projects without a commercial component.
   b. Projects submitted and found eligible for SB 35 streamlining.
   c. Mixed-use projects in which at least two thirds of the occupiable floor space is designated for residential use.
2. Architectural Design Review is required for the following project types:
   a. Mixed-use projects in which less than two thirds of the occupiable floor space is designated for residential use.
   b. Non-residential projects.
   c. Any project which deviates from the objective design standards contained in this chapter.
3. Use Permits are required for projects which include conditionally permitted uses as shown in Table 2~~Table 2~~ of this chapter and are not subject to the Architectural Design Review Process.

Table 1~~Table 1~~ depicts the process of entitlement through the City of Marina for various applications and action. Table 1~~Table 1~~ applies only to future developments being implemented within the DVSP.

Table 1. Applications and Review Authority

Permit Type	Action Required By		
	Community Development Director	Planning Commission	City Council
Administrative Development Review	★		
Architectural Design Review, including deviation from objective design standards (Chapter 17.56 of the Marina Municipal Code)		★	
Use Permit (Chapter 17.58 of the Marina Municipal Code)		★	
Specific Plan Use Interpretations	★		

A.2.2 Administrative Development Review

No development shall occur or building permits issued within the adopted Specific Plan area until the proposed development is reviewed by the City's Planning Division and found to be consistent with the adopted Specific Plan. Criteria for review and approval of proposed development shall include, but not be limited to the following:

1. Conformance with the land use designation;
2. Conformance with the intended density/ intensity of the site; and
3. Conformance with the specific development and design standards, goals, and policies of the Specific Plan.

Evaluation of the proposed project by the planning department shall be granted as follows.

1. Form of Application. An application for a project approval under the Administrative Development Review process shall be completed on a form provided by the planning department.
2. Administrative-level Approval. Administrative-level approval is ministerial in nature and is conducted at the staff level under the general direction of the community development director without notice and hearing. A community meeting prior to filing an application is encouraged but not required. Approval shall be granted by the community development director only when the permit application contains sufficient information for the planning department to verify that the proposed use will be consistent with the standards outlined in this chapter, Appendix A: Development Code. Projects that comply with these requirements shall be permitted by right. Compliance with the requirements of this chapter shall not, however, waive any additional requirements for compliance such as an application for a lot line adjustment, merger of parcels, or subdivision in conjunction with approval of an application. A separate application for the lot line adjustment, merger of parcels, or appropriate subdivision map shall proceed in accordance with Title 16 of the Marina Municipal Code.
3. Notice of Decision. A notice of decision shall be either mailed first class and postage pre-paid to both the applicant and the applicant's representative (as shown on the application) or emailed and sent via either of those methods to any person who has made a written request for a copy of the decision. The decision of the community development director shall be final and conclusive.

4. Expiration of Administrative-level Review. Within two years of the date of approval by the community development director, commencement of construction shall have occurred or the approval shall become null and void. A one-year extension can be granted by the community development director if the project is compliant with the original approval.

A.2.3 Architectural Design Review

Chapter 17.56 of the Marina Municipal Code outlines the Site and Architectural Design Review process for the City, which applies to all new development within the Downtown as identified in Section A.2.1(2). In accordance with this chapter, the Planning Commission has the power to review all applications for developments in the City.

The Planning Commission considers "all necessary plans, drawings, and statements in an endeavor to encourage buildings, structures, or other improvements [are] designed and constructed, and so located, that they will not be unsightly, undesirable, or obnoxious in appearance to the extent that they will hinder the orderly and harmonious development of the city, impair the desirability of residence or investment or occupation in the city, limit the opportunity to obtain the optimum use and value of the land and improvements, impair the desirability of living conditions on or adjacent to the subject site, conform with the standards included in the local coastal land use plan, and/or otherwise adversely affect the general welfare of the community."

A.2.4 Use Permits

Projects which include conditionally permitted uses as shown in **Table 2**~~**Table 2**~~ of this chapter shall follow the procedures outlined in Chapter 17.58 of the Marina Municipal Code.

A.2.5 Actions Not Regulated by the Specific Plan

Actions not otherwise regulated in this Specific Plan shall follow administrative procedures outlined in the City of Marina Zoning Code (Chapter 17 of the Marina Municipal Code).

A.3 Land Use Diagram

The Land Use Diagram (Figure 1~~Figure 1~~) outlines the intended uses of land within the Plan Area. Each use designation, depicted by the colors on this diagram, is subject to the land use, development, and design standards presented in this section. The diagram illustrates the policies outlined in the Specific Plan Land Use chapter and serves as a visual aid for the interpretation and application of the land use policies.

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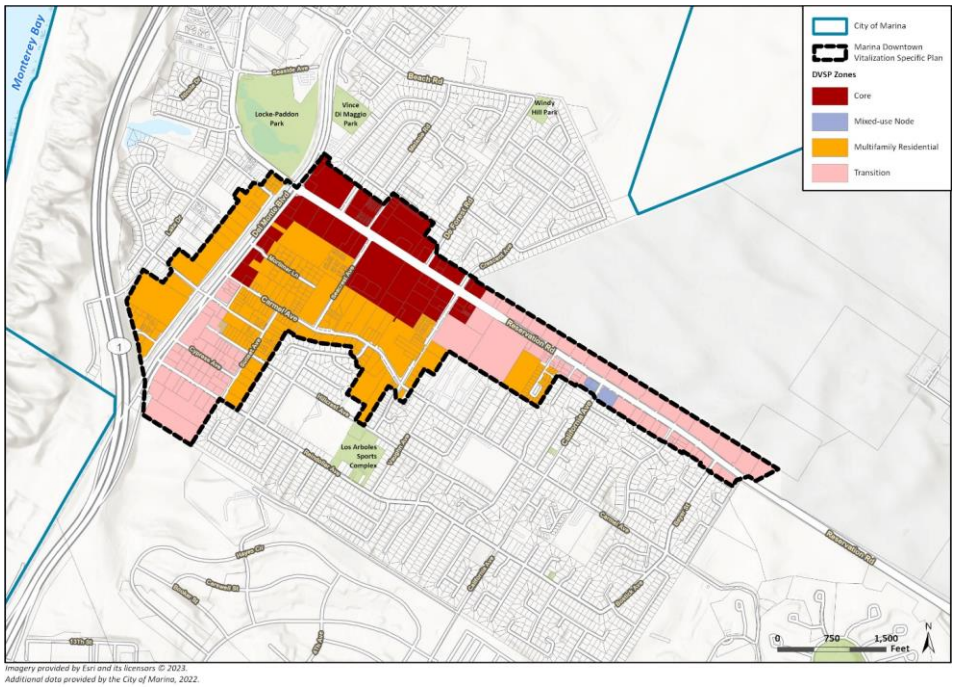

Figure 1. Land Use Diagram

A.4 Land Use Designations

A.4.1 Core District

The Core district is established to encourage higher-rise mixed-use development with a combination of retail, office, commercial, entertainment, residential, and civic uses. This designation is intended to foster a compact, walkable urban form focused along the portions of Reservation Road and Del Monte Boulevard.

A.4.2 Mixed Use Node District

The Mixed-use Node district is intended to facilitate similar uses and development types as is intended in the Core district at a smaller scale in order to remain compatible with the surrounding neighborhood. The Mixed-use Node district allows for mid-rise mixed-use buildings with retail and commercial space on the

ground floor and residential uses on the floors above. Mixed-use nodes help to ensure that visitors and residents associate Downtown Marina with a vibrant, urban atmosphere. Single-use residential buildings may be built on site so long as vertical mixed-use buildings and/or horizontal mixed-use buildings are constructed at the street edge. Horizontal mixed-use development is characterized as development which consists of a mix of land uses (for example, commercial, residential, , cultural, institutional, and live-work) within separate buildings but within a single development project or on a single property, providing for a variety of complementary and integrated uses that are walkable and located within a given neighborhood, tract, or development project. In comparison, vertical mixed-use development combines different land use types (for example, commercial and residential) within individual buildings.

A.4.3 Transition District

The Transition District is intended for a combination of retail, service, and hospitality businesses that serve citywide or regional populations and multifamily residential development. Multifamily residential development is encouraged in the Transition District and may be designed in connection with a vertical mixed-use project with commercial space on the street-facing portion of the first floor or as an exclusively residential development or may be designed in connection with a horizonal mixed-use project.

A.4.4 Multifamily Residential District

The Multifamily Residential district permits and encourages mid-rise multifamily residential developments. Multifamily residential uses near the Core are critical for providing an affordable housing supply and population to support businesses Downtown.

A.5 Permitted Uses

A.5.1 Purpose

Table 2~~Table 2~~ provides the land uses allowed in each Specific Plan district.

A.5.2 Applicability

Land uses listed in the table are allowed in the district shown. Principally permitted uses are permitted by right. Conditionally permitted uses are those uses which are required to obtain a use permit in accordance with Chapter 17.58 of the Marina Municipal Code. Uses not included in the table are considered prohibited unless determined by the Community Development Director to be substantially similar to another permitted or conditionally permitted use.

Table 2. Downtown Vitalization Specific Plan Land Use Matrix

	Land Use Designation			
Land Use	**Core**	**Transition formerly designated as Mixed-use Node**	**Transition**	**Multifamily Residential**
Primary Uses				
Amplified Music/Sound	C	C	C	C
Animal Service	NP	C	P	NP
Aquarium Research Facility	NP	NP	P(1)	NP
Aquarium Storage Facility	NP	NP	P(2)	NP

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Land Use	Land Use Designation			
	Core	Transition formerly designated as Mixed-use Node	Transition	Multifamily Residential
Assembly, Major	C	C	C	NP
Assembly, Minor—First Floor facing Del Monte Blvd or Reservation Rd	~~NP~~P	NP	P	NP
Assembly, Minor—Above First Floor, at first floor facing side streets or alleys, or behind first floor commercial	P	P	P	NP
Cannabis—Retail, Testing, Manufacturing and Delivery	C	C	C	NP
Card Room	NP	NP	NP	NP
Child Care Center	P(7)	P(7)	P(7)	P(7)
Civic and Community Uses	C	C	C	C
Commercial Recreation Facility—Indoor	C	C	P	NP
Commercial Storage	NP	NP	NP	NP
Dwelling, attached—all floors	~~NP~~P(8)	NP	P	P
~~Dwelling, attached—above first floor or on first floor behind first floor commercial~~	~~P~~	~~P~~	-	-
Electric Vehicle Charging Stations	P	P	P	NP
Food and Beverage Sales, Major	C	C	C	NP
Food and Beverage Sales, Minor	P	P	P	NP
Hotel	C	C	C	NP
Park and Recreation Facilities	P(9)	P(9)	P(9)	P(9)
Parking Area, Accessory	P(~~13~~)	P(~~13~~)	P(4)	P(~~13~~)
Parking Area, Public	C	C	C	NP
Parking, Subgrade	P	P	P	P
Professional Office, First Floor facing Del Monte Blvd or Reservation Rd	NP	NP	P	NP
Professional Office- Above First Floor, at first floor facing side streets or alleys or behind first floor commercial	P	P	P	NP
Retail Sales, Major	NP	NP	C	NP
Retail Sales, Minor	P	P	P	NP
Restaurant, Major	C	C	C	NP
Restaurant, Minor	P	P	P	NP
Seating, Outside	P(5)	P(5)	P(5)	NP
Service, Major	NP	NP	C	NP
Service, Minor	P	P	P	NP
~~Animal Service~~	~~C~~	~~C~~	~~P~~	~~NP~~
~~Professional Office, First Floor facing Del Monte Blvd or Reservation Rd~~	~~NP~~	~~NP~~	~~P~~	NP
~~Professional Office- Above First Floor, at first floor facing side streets or alleys or behind first floor commercial~~	~~P~~	~~P~~	~~P~~	NP
Laundromat	P(6)	P(6)	P	C
Accessory Uses				

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Land Use	Land Use Designation			
	Core	Transition formerly designated as Mixed-use Node	Transition	Multifamily Residential
Outdoor display associated with a business	C	C	C	NP
Drive-thru or drive-in facilities associated with a business	NP	NP	C	NP
Exterior vending machines, accessory use to a business	NP	NP	NP	NP
Temporary Uses				
Utility, Major	C	C	C	C
Utility, Minor	P	P	P	P

P = Principally Permitted Use by Right

C = Conditional Permitted Use; subject to the requirements of Chapter 17.58 of the Marina Municipal Code.

NP = Not Permitted

- = Not Applicable

Notes

(1) Aquarium Research Facilities are permitted only on Reindollar Avenue between Del Monte and Sunset Avenue and only if the use was operational as of June 1, 2010.

(2) Aquarium Storage Facilities are permitted only on Reindollar Avenue between Del Monte and Sunset Avenue and only if the use was operational as of January 1, 1990.

~~(3) On-site parking must be located behind the building.~~

(4) ~~On-site parking must be located behind the building or on the side of the building.~~ On-site parking must be located behind the building fronting Reservation Road or Del Monte Blvd or on the side of the commercial building fronting those two streets.

(5) If seating area is within or partially within the public right-of-way, an encroachment permit or license agreement is required.

(6) Must not face Del Monte Blvd or Reservation Rd.

(7) Child care centers are Permitted (P) if incidental to Multi-family Residential. Child care centers not incidental to Multi-family residential are not permitted in the Core District but are permitted in the Transition and Multi-family Districts with a CUP.

(8) Residential projects fronting on Reservation Road and Del Monte Blvd shall include either ground floor commercial or a horizontal mixed use/commercial component adjacent to, or behind the residential. See Section A.4.2 for a description of horizontal mixed-use development.

(9) Plazas and mini-parks within private development projects are permitted. Publicly owned plazas and parks are ~~Conditionally~~ permitted.

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A.5.3 Use Definitions

The following section defines land uses outlined in Table 2~~Table 2~~.

Amplified Music/Sound: The use of any indoor or outdoor amplified, sound or entertainment that is audible from the exterior of a building, from a separate tenant space, or an adjacent property, including but not limited to the use of speakers, microphones, amplifiers, acoustic instruments or the human voice.

Animal Service: An establishment offering the provision of boarding associated with veterinary services, grooming, or veterinary services for small common household animals.

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Aquarium Research Facilities: Facilities used to manage, hold, research, and care for aquatic animals.

Aquarium Storage Facility: Facilities used to store parts, equipment, materials, and information necessary to support aquarium operations.

Assembly, Major: Includes the following-

Small Group Assembly: An establishment offering entertainment, social exchange, religious services, educational training, or other instructional services to groups of twenty to forty-nine persons in a single room. Examples include performance venues, movie theaters, religious institutions, community centers, college or university extension programs, group addiction services, social clubs, community centers, or similar uses.

Large Group Assembly: An establishment offering entertainment, social exchange, religious services, educational training, or other instructional services to groups of fifty or more persons in a single room. Examples include performance venues, movie theaters, religious institutions, community centers, college or university extension programs, group addiction services, social clubs, community centers, or similar uses.

Assembly, Minor: Includes the following-

Small Instructional Service: An establishment offering classes or educational training to groups of five or fewer students in a single classroom or studio environment. Examples include musical instruction, academic tutoring, and similar uses.

Large Instructional Service: An establishment offering classes, educational training, or other instructional services to groups of six to nineteen students in a single classroom or studio environment. Examples include group exercise training, driving instruction schools, and similar uses.

Cannabis — Retail, Testing, Manufacturing and Delivery: See Chapter 17.47 of the Marina Municipal Code for conditions related to this use.

Card Room: Any room, space or enclosure furnished or equipped with a table used or intended to be used for the playing of cards or similar games, and the use of which is available to the public, or any portion of the public; provided, however, that this chapter shall not apply to any bona fide nonprofit society, club, fraternal, labor or other organization as defined in Section 5.32.110 of the Marina Municipal Code.

Civic and Community Uses: Establishments that provide services or facilities for the general public and include uses such as government offices, civic centers, libraries, and museums.

Clinic: An establishment that provides medical, dental, chiropractic, optical and similar services.

Commercial Recreation Facility — indoor: Establishments providing indoor amusement and entertainment services for a fee or admission charge, including bowling alleys, amusement and electronic game arcades, ice skating and roller-skating rinks, pool and billiard rooms as a primary use.

Commercial Storage: A facility exclusively used for the storage of motor vehicles or personal goods, with or without a fee. Includes self-storage and similar facilities.

Dwelling, Attached: A residential dwelling unit that shares a common wall with another unit.

Electric Vehicle Charging Station: Any level of electric vehicle supply equipment station that is designed and built in compliance with Article 625 of the California Electrical Code and delivers electricity from a source outside an electric vehicle into a plug-in electric vehicle. See Chapter 15.39 of the Marina Municipal Code for conditions related to this use.

Food and Beverage Sales, Major: Includes the following-

Convenience Store with Beer and Wine Sales: An establishment that contains 5,000 square feet or less of gross floor area and sells food and beverages primarily for consumption off premises, including beer and wine.

Convenience Store with Beer, Wine, and Distilled Spirit Sales: An establishment that contains 5,000 square feet or less of gross floor area and sells food and beverages primarily for consumption off premises, including beer, wine, and distilled spirits. Includes Liquor Stores.

Grocery Store: An establishment that contains more than 5,000 square feet of gross floor area and sells food and non-alcoholic beverages primarily for consumption off of the premises, other retail items, and small recycling facilities within convenience drop off zones, as defined by the California Beverage Container Recycling and litter reduction.

Grocery Store with Beer and Wine Sales: An establishment that contains more than 5,000 square feet of gross floor area, sells food and beverages primarily for consumption off of the premises, including beer and wine.

Grocery Store with Beer, Wine, and Distilled Spirit Sales: An establishment that contains more than 5,000 square feet of gross floor area and sells food and beverage primarily for consumption off of the premises, including beer, wine and distilled spirits.

Wine Tasting Shop: An establishment primarily engaged in the retail sale of wine for off-site consumption and as an ancillary use includes the service of wine for on-site consumption.

Food and Beverage Sales, Minor: An establishment that contains 5,000 square feet or less of gross floor area and sells food and non-alcoholic beverages primarily for consumption off premises.

Hotel: An establishment offering lodging to transient patrons. These establishments may provide additional services, such as conference and meeting rooms, restaurants, bars, or recreation facilities available to guests or to the general public. This classification includes, auto courts motor lodges, motels, hostels, extended-stay hotels, and tourist courts, but does not include rooming hotels, boarding houses, or residential hotels designed or intended to be used for sleeping for a period of thirty consecutive days or longer. This classification also excludes bed and breakfast facilities and similar accommodations that an occupant of single-family housing provides on the same premises incidental to the primary residential use of the property.

Park and Recreation Facilities: Parks, plazas and recreation facilities and support uses (parking, snack bars, etc.).

Parking Area, Accessory: An area used for the parking of motor vehicles by persons in residence or employed upon the premises or for clients and customers.

Parking Area, Public: An area or structure, other than a street or other public way, used for the parking of automobiles and available to the public for a fee or free of charge.

Parking Subgrade: Parking under a structure that is below the finished grade of the site.

Professional Offices: An establishment consisting of offices providing professional services directly to a customer. This includes architectural or engineering firms, computer software consulting, data management, financial services, interior design, graphic design, real estate, insurance, legal offices, medical/dental offices, clinics, on-site medical or dental testing, travel services, and title offices.

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Retail Sales, Minor: An establishment that primarily offers new or used goods for purchase by the consumer of such goods, excluding other such establishments more specifically described herein. This use category excludes vehicle sales which are prohibited in the Core District.

Retail Sales, Major: Includes the following-

Animal Sales and Adoption Services: Retail sales and adoption of small animals typically considered pets. Excludes sale of live fish for personal aquariums.

Outdoor Sales: The retail sales or rental of any merchandise where the gross floor area of the outdoor storage area exceeds 10% of the gross floor area of the enclosed building; this includes vehicle sales and rental which are prohibited in the Core District.

Fuel Sales: An establishment offering the sale of motor fuel for any motor vehicle. Includes gas stations.

Restaurant, Major: Includes the following-

Restaurant with Bar, Major: An establishment that sells food, beer, wine, and distilled spirits for consumption on the premises and contains a bar area that occupies more than 25% of the restaurant area and more than twenty seats.

Bar: An establishment that sells beer, wine or distilled spirits for consumption on the premises and without obligatory food service.

Night Club: An establishment that sells beer, wine or distilled spirits for consumption on the premises without obligatory food service and offers live entertainment.

Social Club with Bar: An establishment occupied by a fraternal, veterans, or similar membership-based organization that sells beer, wine and/or distilled spirits to members and guests only for consumption on the premises.

Restaurant, Minor: Includes the following-

Restaurant: An establishment that sells food and non-alcoholic beverages for consumption on the premises.

Convenience Restaurant: A restaurant or similar establishment offering food and/or beverages for sale for consumption on or off the premises in disposable containers and from a counter.

Restaurant with Beer and Wine Sales: An establishment that sells food, beer and wine for consumption on the premises and does not contain a bar area.

Restaurant with Bar, Minor: An establishment that sells food, beer and wine for consumption on the premises and contains a bar area that occupies 25% or less of the restaurant area with no more than twenty seats.

Seating, Outside: Seating area on the exterior of a business.

Seating, Outside, Major: Seating area over and above 150 square feet in size.

Services, Major: Includes the following-

Animal Boarding: Provision of shelter for small animals on a commercial basis. This classification includes ancillary activities such as feeding, exercising, grooming, and incidental medical care.

Outdoor Service: The provision of any service where the gross floor area of the outdoor service area exceeds 10% of the gross floor area of the enclosed building.

Child Care Center: Any childcare facility other than a family childcare home, includes infant centers, preschools, and extended childcare facilities.

Motor Vehicle Rental: An establishment that offers the rental of new or used automobiles, trucks, recreational vehicles, trailers, boats, or other vehicles licensed by the Department of Motor Vehicles.

Motor Vehicle Service: An establishment offering the provision of repair, maintenance, washing, or similar services for motor vehicles.

Massage Establishments: As defined in the Municipal Code section 17.52.

Service, Minor: Includes the following-

~~*Animal Service:* An establishment offering the provision of boarding associated with veterinary services, grooming, or veterinary services for small common household animals.~~

Bank, Retail: Financial institutions that provide retail banking services to individuals and businesses. This classification includes only those institutions engaged in the on-site circulation of cash money and includes on or off-site automatic teller machines. Freestanding automatic teller machines (ATMs) kiosks are not permitted.

General Service: An establishment offering the direct provision to the customer of personal services including barber and beauty shops, seamstresses, tailors, shoe repair shops, dry cleaning (excluding processing plants), photocopying, mail and packing service centers, self-service laundries, and appliance repair.

Fitness and Health Establishment: Commercial or nonprofit facilities, such as fitness centers and health and athletic clubs, oriented toward promoting physical health. Such facilities can include any of the following: gymnasium, swimming pool, exercise equipment, indoor sauna, spa or hot tub facilities; indoor tennis, handball, racquetball, and other indoor sports activities.

~~*Professional Office, Off site:* An establishment offering indirect provision of services on behalf of customers that do not visit the site to receive the service including remote medical or dental laboratories, testing facilities, telephone call centers, catering services apart from restaurants, and similar uses that do not provide in-person service or interaction with the ultimate recipient of the service.~~

~~*Professional Offices:* An establishment consisting of offices providing professional services directly to a customer. This includes architectural or engineering firms, computer software consulting, data management, financial services, interior design, graphic design, real estate, insurance, legal offices, medical/dental offices, clinics, on-site medical or dental testing, travel services, and title offices.~~

Temporary Use: The use of a property for the sale of merchandise and temporary events for a period of 60 contiguous days or less and no more than 75 days in a calendar year. Includes pumpkin sales, Christmas tree sales, swap meets, farmers markets, and similar uses.

Utility, Major: Includes a public or privately-owned or operated generating plant, electrical substation, above-ground electrical transmission line, switching building, refuse collection, PWS facility, processing, recycling or disposal facility, water reservoir or similar water storage facility, flood control or drainage facility, water or wastewater treatment plant, transportation or rail facility, and similar facilities and the following—

Personal Wireless Service (PWS) Facility: A facility for the provision of PWS, as defined in 47 U.S.C. Section 332 (c)(7)(C)(ii). (Ord. 3443 § 4, 2010; Ord. 3278 §1, 5/00)

Utility, Minor: Utility facilities that are necessary to support legally established uses and involve only minor structures such as electrical and telecommunications equipment boxes, electrical distribution lines and underground water and sewer lines.

A.6 Core District

A.6.1 Intent

This section includes development standards, including density, height, setbacks, parking, and other site development standards. Applicants are encouraged to design projects that are culturally inclusive spaces respectful of Marina's diverse history. Horizontal mixed-use development shall be allowed in the Core District.

A.6.2 Applicability

This section provides standards applicable to the Core District.

A.6.3 Development Standards

Core District Development Standards			
Maximum Residential Density	70 dwelling units per acre		
Minimum Residential Density	20 dwelling units per acre		
Maximum Lot Coverage	70%; Parking facilities are not counted towards lot coverage percentage.		
Minimum Setbacks	Front: 0 feet	Side: 0 feet	Rear: 10 feet
Percent of frontage built to within 5 feet of minimum front setback	Reservation Road: 75%	Del Monte Boulevard: 75%	Other Streets: 50%
Maximum Building Height	Properties fronting Reservation Road or Del Monte Boulevard: lesser of 60 feet or five stories	Properties fronting other streets: lesser of 48 feet or four stories	
Ground floor commercial	All mixed-use developments shall include commercial uses on the ground floor. Residential on the ground floor facing Reservation Road or Del Monte Boulevard is not permitted. Horizontal mixed-use development shall be allowed.		
Minimum Commercial Ground Floor Height	12 feet		
Minimum Fenestration (percentage of façade)	Ground floor frontage: 60%	Upper floors frontage: 20%	Residential - all floors: 20%
Minimum Off-Street Parking Provided	Non-residential uses: 1 stall per 600 GSF	Residential Studio: 1 stall per unit	

		One bedroom or larger: 1.5 stalls per unit
Minimum Open Space Provided	While no overall landscaped percentage is required, appropriately placed paseos, plazas, courtyards, and alcoves are encouraged. Properties in the Core must adhere to standards in the City landscape and parking ordinances.	

A.7 Mixed-use Node District

A.7.1 Intent

This section includes development standards, including density, height, setbacks, parking, and other site development standards. Applicants are encouraged to design projects that are culturally inclusive spaces respectful of Marina's diverse history.

A.7.2 Applicability

This section provides standards applicable to the Mixed-use Node District.

A.7.3 Development Standards

Mixed-use Node District Development Standards			
Maximum Residential Density	70 dwelling units per acre		
Minimum Residential Density	20 dwelling units per acre		
Maximum Lot Coverage	70%; Parking facilities are not counted towards lot coverage percentage.		
Minimum Setbacks	Front: 0 feet	Side: 0 feet	Rear: 10 feet
Percent of frontage built to within 5 feet of minimum front setback	Reservation Road: 75%	Del Monte Boulevard: 75%	Other Streets: 50%
Maximum Building Height	Lesser of 48 feet or four stories.		
Ground Floor Commercial Requirement	All street-facing buildings shall include commercial uses on the ground floor. Residential uses on the ground floor are permitted for buildings not facing Reservation Road or Del Monte Boulevard.		
Minimum Commercial Ground Floor Height	12 feet		
Minimum Fenestration (percentage of façade)	Ground floor frontage: 60%	Upper floors frontage: 20%	Residential - all floors: 20%
Minimum Off-Street Parking Provided	Non-residential uses: 1 stall per 600 GSF	Residential Studio: 1 stall per unit One bedroom or larger: 1.5 stalls per unit	
Minimum Open Space Provided	While no overall landscaped percentage is required, appropriately placed paseos, plazas, courtyards, and alcoves are encouraged.		

	Properties in the Mixed-Use Node District must adhere to standards in the City landscape and parking ordinances.

A.8 Transition District

A.8.1 Intent

This section includes development standards, including density, height, setbacks, parking, and other site development standards. Applicants are encouraged to design projects that are culturally inclusive spaces respectful of Marina's diverse history.

A.8.2 Applicability

This section provides standards applicable to the Transition District.

A.8.3 Development Standards

Transition District Development Standards		
Maximum Residential Density	50 dwelling units per acre	
Minimum Residential Density	20 dwelling units per acre	
Maximum Lot Coverage	50%; Parking facilities are not counted towards lot coverage percentage.	
Minimum Lot Width	100 feet	
Setbacks (min – max)	Front: 10 - 25 feet Side (min): 10 feet Rear (min): 10 feet	
Maximum Building Height	Lesser of 48 feet or four stories.	
Ground floor commercial	Ground floor commercial is permitted but not required.	
Minimum Commercial Ground Floor Height	12 feet	
Minimum Off-Street Parking Provided	Non-residential uses: 1 stall per 600 GSF	Residential Studio: 1 stall per unit One bedroom or larger: 1.5 stalls per unit
Minimum Open Space (as defined per Municipal Code Chapter 17.04.515-516)	Studio/One-bedroom unit: 300 square feet per unit For each additional bedroom in excess of one: 50 square feet Open space may be provided as private or common open space or combination thereof.	

A.9 Multifamily Residential District

A.9.1 Intent

This section includes development standards, including density, height, setbacks, parking, and other site development standards. Applicants are encouraged to design projects that are culturally inclusive spaces respectful of Marina's diverse history.

A.9.2 Applicability

This section provides standards applicable to the Multifamily Residential District.

A.9.3 Development Standards

Multifamily Residential District Development Standards			
Maximum Residential Density	35 dwelling units per acre		
Minimum Residential Density	20 dwelling units per acre		
Setbacks	Front (min – max): 10 - 25 feet	Side (min; interior lot): 5 feet Side (min; corner lot): 10 feet	Rear (min): 15 feet
Maximum Building Height	Lesser of 42 feet or three stories		
Minimum Parking Provided	Studio: 1 stall per unit One bedroom or larger: 1.5 stalls per unit		
Minimum Open Space (as defined per Municipal Code Chapter 17.04.515-516)	Studio/One-bedroom unit: 300 square feet Each additional bedroom: 50 square feet Open space may be provided as private or common open space or combination thereof.		

Note: The intersection treatment at the southwest or southeast corners of Reservation Rd and California contain gateway signage consistent with the Design Guidelines Gateway Signage Diagram.

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A.10 Standards Applicable to All Districts

A.10.1 Applicability

This section provides standards applicable to all districts of the Specific Plan.

A.10.2 Development Standards

Development Standards	
Maximum Projection into Setbacks	Front porch: 6 feet Side yard porch/patio: 3 feet Rear yard porch/patio: 6 feet Cornices/eaves/canopies: 2.5 feet Bay window/chimney: 2 feet
Upper Story Stepbacks	Where adjacent to an R-1 or R-2 zoned property, an additional 5-foot stepback from the shared property line is required for each floor above the second story.
Parking Requirements under density bonus application	If an applicant submits a project which meets the requirements of California Density Bonus law, the applicant is entitled to reductions in parking requirements in accordance with Government Code Sections 65915 – 65918.

A.11 Design Standards

The design standards in this section describe the desired character of multiple use, commercial (office and retail), and residential development within the Downtown. Standards establish specific criteria that applicants are required for meeting Objectives and are readily identified by "shall" or "must" statements. Compliance with these standards is mandatory.

Building Location and Orientation

Purpose

Foster a unique character that feels safe, welcoming, and engaging to pedestrians throughout the Specific Plan area.

Design Standards

1. **Building Entry.** Primary building entries shall be located along public rights-of-way, landscaped open space areas, paseos, or fronts of other buildings.
2. **Corner Building Orientation.** Buildings on corner lots shall orient the primary pedestrian entrance towards the larger of the fronting streets or incorporate a chamfered entrance.
3. **Residential Open Spaces.** Multifamily residential development with multiple buildings shall arrange buildings to create outdoor spaces such as courtyards, pathways, paseos, and recreational areas, with windows facing the outdoor spaces.

Specific to the Core District

4. **Core District Street Wall.** Where site conditions permit, buildings in the Core District with frontage on Del Monte or Reservation Road shall be built to side property lines unless the design includes a pedestrian paseo, or publicly accessible plaza.
5. **Angled Buildings.** Primary building façades in the Core District shall be parallel to the front lot line and shall not be at an angle.

Specific to the Multifamily Residential District

6. **Garage Doors.** For developments in the Multifamily Residential District containing 5 or more units, garage doors shall be oriented toward an alley or an internal private street or drive.

Building fronts face public rights-of-way or fronts of other buildings.

Source: Boston Globe

Building oriented toward the street, meeting the edge of the sidewalk.

Source: Milwaukee Public Library

Building Articulation, Massing, and Scale

Purpose

Create an attractive and pedestrian-friendly Downtown environment by encouraging varied building massing and facades that create variety and minimize the appearance of large box-like buildings.

Design Standards

1. **Building Articulation.** The wall plane on all façades visible from a public street or other publicly accessible spaces shall include at least two of the following massing changes or architectural elements to break up monolithic building façades:
   a. Architectural projections such as balconies covered porches, dormers, or bay windows.
   b. Varying setbacks to different parts of the building.
   c. A combination of volumes between one and five stories as allowed by applicable development standards.
   d. Upper story windows recessed at least two inches with header and sill, awnings, or trellises.
   e. Wall plane offsets of at least 18 inches.
   f. Accent materials and colors.
   g. Other features that serve the purpose of façade articulation at the discretion of the community development director.

   Surface detailing, such as score lines, shall not serve as a substitute for the elements listed above.

2. **Pedestrian Scale Features.** Architectural details and materials shall be incorporated on the lower part of façades to relate to human scale and create visual interest. At least two of the following elements shall be provided:
   a. Awnings
   b. Trellises
   c. Transom windows
   d. Accent materials, textures, and colors

3. **Roofline Articulation.** Buildings shall incorporate one of the following to articulate rooflines.
   a. A change in the height of a parapet or roof
   b. A change in roof pitch or direction
   c. Gables, parapets, or cornices of varying heights

4. **Blank Walls.** Blank walls over 20 feet in height and 20 feet in length on elevations visible to the public are prohibited.
5. **External Stairways.** Exterior stairways, where provided, shall be designed to be complimentary to the overall architecture of the building and consistent with its architectural style.
6. **Internal Walls.** Exterior walls that face walkways internal to the development shall be articulated to a similar extent as the primary street-facing façade to enhance the pedestrian experience.

Varied massing and pedestrian scale features.
Source: Commercial Architects

Commercial building with varied roofline.
Source: Buildings on Fire

Architectural Elements

Purpose

Define and enhance the pedestrian realm and create a cohesive and attractive streetscape with visual interest.

Design Standards

1. **Entries**.
   a. All building entries shall be clearly defined with recesses, overhangs, accent materials, and detailing consistent with the following provisions. Entry design shall be defined with two or more of the following features: porch, decorative detailing or placement of art, a projecting element above the entrance, changes in the roofline, a tower, a recess, or a change in the wall plane.
   b. Primary pedestrian entries shall be accessible directly from a public street or sidewalk.

2. **Commercial Storefronts.** First floor façades of mixed-use developments shall include elements of traditional storefronts, which can be achieved with a traditional (Figure 2~~Figure 2~~) or more contemporary design. On the first floor, at least 60% of the building facade shall be a transparent, and at least 20% of the façade of any floor above the first shall be transparent.

3. **Windows.**
   a. Window and door type, material, shape, and proportion shall complement the architectural style of the building.
   b. Storefront and office windows shall use visually permeable glass. Mirrored or reflective glass is prohibited.
   c. Windows shall be either recessed two inches or include surrounding enhancements such as headers and sills, shutters, or trellises in order to provide architectural relief on the façade surface.

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4. **Roofs.**
   a. Roofing materials shall not be reflective. Roofs with solar panels shall include design features that block glare into surrounding buildings, such as a parapet or screen.
   b. Roof elements shall continue all the way around the building, not just in the most visible locations.
   c. For all non-parapet roofs in the Transition and Multifamily Residential Districts, an overhang or eve of at least 16 inches in depth is required.

5. **Awnings.**
   a. Awnings in the Core and Transition District shall fit within individual bays or structural divisions of the building façade rather than extending beyond a single bay.
   b. Awnings and canopies shall be constructed of glass, painted baked enamel, or metal. Given their tendency to wear and fade, canvas, vinyl, and plastic awnings and canopies are not permitted.
   c. Internal lighting of awnings is prohibited.
   d. For each building, a consistent awning style and color shall be used across the entire building.

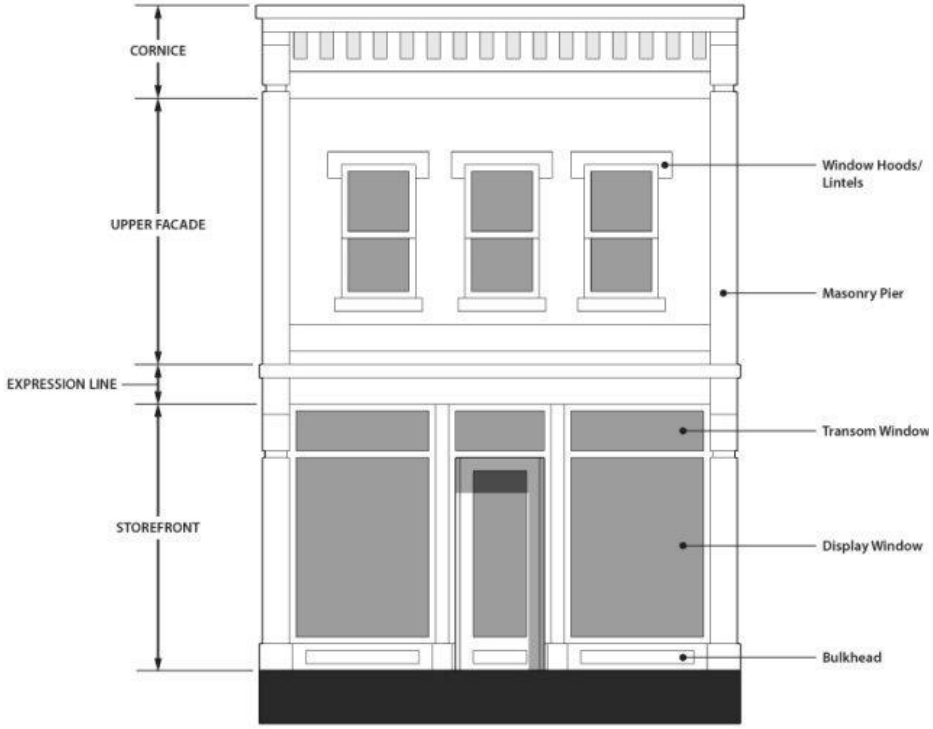
6. **Ancillary Structures.**
   a. Ancillary structures shall incorporate similar or complementary roof pitch, materials, and architectural style as the primary buildings within the development.
   b. Common mailbox enclosures shall be designed similar or complementary in form, material, and color to the primary building.

Recessed building entryway.
Source: Sky Windows & Aluminum Products

Chamfered corner entrance on corner building.
Source: Denver Infill

Single-bay awnings.
Source: Awning Ideas

Permeable glass storefront.
Source: Area-Info



Source: Sterling Codifiers

Figure 2. Traditional Urban Storefront

Modern interpretation of traditional urban storefront.

Materials and Color

Purpose

Maintain and enhance the overall character and quality of development through the use of durable materials that contribute texture and richness to the Downtown environment and celebrate, through architecture, the diversity of the City of Marina.

Design Standards

1. **Materials.**
   a. Buildings shall incorporate at least two but no more than three different types of materials on exterior walls. Window, door, balcony, and trim materials are not counted toward this limitation.
   b. Building materials designed for the coastal climate shall be used for exterior surfaces.
   c. At the pedestrian street level in the Core District, materials shall be selected that are durable and highly resistant to pedestrian traffic, such as precast concrete, stone masonry, brick, commercial grade ceramic tile, weatherized wood siding, and stucco.
   d. The following façade materials are prohibited: mirrored and heavily tinted glass, windows with "tape on" divisions/mullions, Vinyl and aluminum siding, plywood siding, corrugated fiberglass.
   e. The following roof materials are prohibited: highly reflective material (i.e. high gloss tile), Simulated clay tile roofs in metal, corrugated metal roof panels.
   f. Materials shall continue around corners for a minimum distance of four feet. If feasible, color and material changes shall occur at the inside corner of intersecting wall planes or where architectural elements intersect such as a chimney, pilaster, projection, or fence line.

2. Colors.

a. Building exterior colors may be earth tones, whites, greys, or muted blue, green, and dark red colors that are complementary to the building's architectural style. Bright or dark colors may be used on trims or accents only. Pastel, neon, or day-glow colors, as well as primary colors used as field colors, are prohibited.

Material changes at intersecting wall planes.

Durable materials at the pedestrian street level.
Source: Jameson Architects

Utility and Service Areas

Purpose

Buffer service and utility areas from the pedestrian environment to maintain a high-quality pedestrian environment and promote public health, safety, and welfare.

Design Standards

1. **Service and Loading Areas.**
   a. Service areas, including loading docks and storage areas, shall be screened from adjoining walkways with vines, evergreen shrubs, evergreen trees, decorative walls, or decorative fences.
   b. Loading areas shall be located and designed to minimize visibility from public areas and adjacent properties.
   c. Where possible, loading areas shall be accessible from side streets or alleys, rather than from the front of buildings.
   d. Loading areas shall be functionally separated from parking and pedestrian walkways for safety, and to provide convenient access for delivery trucks.

2. **Waste and Recyclable Material Storage.**
   a. Outdoor areas designated for storage of trash shall be completely enclosed in a walled and gated structure of sufficient size to accommodate storage of both trash and recyclable materials.
   b. Enclosures shall be finished with materials and colors complimentary to the primary buildings on the site.
   c. Enclosures shall include a roof structure to obscure views into the enclosure from above, where adjacent to multi-story buildings.

3. **Mechanical Equipment.** Mechanical and utility equipment (e.g., heating, cooling, antennas, satellite dishes, air conditioners, transformers, electric and gas meters, junction boxes, or similar equipment excluding photovoltaic panels) shall be screened with landscaping, walls, or fencing or if roof mounted, with roof wells or parapets.

Loading area at the rear or side of building.
Source: Wikimedia Commons

Screened loading dock.
Source: Pinterest

Circulation and Access

Purpose

Provide safe and efficient access to pedestrians and vehicles while minimizing the visual impact of parking areas and garages on the public streetscape.

Design Standards

1. **Pedestrian Access and Circulation.**
   a. Pedestrian pathways shall be provided and designed in compliance with the Americans with Disabilities Act (if required) and Title 24 of the California Code of Regulations, and adopted City Design Guidelines and Standards.
2. **Parking and Circulation Areas.**
   a. Off-street parking and circulation areas shall be designed and screened in accordance with objective standards contained within adopted City Design Guidelines and Standards.
   b. Surface parking areas shall be located to the rear of buildings in the Core, Mixed-use Node, Multifamily Residential District, and to the rear and/or side of buildings in the Transition District.
3. **Vehicular Access.** Vehicular access to off-street parking and loading areas shall be provided from alleys or secondary streets and not the primary frontage wherever possible.

Parking Structures

Purpose

Provide adequate parking Downtown while minimizing the negative visual impacts on the public realm from parking structures.

Design Standards

1. **Structure Articulation.**
   a. Horizontal openings shall be broken up with vertical columns to create a rhythm of openings.
   b. Parapet additions shall be added to key areas on the building to change the roof line and reduce its horizontal appearance.
   c. At least 60 percent of the wall face on parking structures shall be articulated with one or more of the following design elements: architectural treatments, artwork, durable lattices, and other design features.
2. **Ingress and Egress.**
   a. Vehicular entrance and exit points for parking structures shall be accessible and easy to find, and separate pedestrian routes shall be provided to the outside.
   b. Vehicular entries and exits to parking structures shall be located in areas that will minimize impacts to pedestrians and neighboring land uses.
   c. Vehicular entries and exits to parking garages shall be recessed to help mitigate their impact.
   d. Elevators and stairways shall be located to increase visibility and improve safety.
3. **Lighting.** Parking structures shall use full spectrum lighting to increase safety and comfort. Fixtures shall shine down, not out to the street, to minimize light pollution.

Pedestrian entrance to parking structure.
Source: ParkWhiz

Articulation of parking structure façade. Façade may be articulated with landscaping elements.
Source: DeepStream Designs

Articulation of parking structure façade. Façade may be articulated with interesting design elements and artwork.
Source: Moore Ruble Yudell

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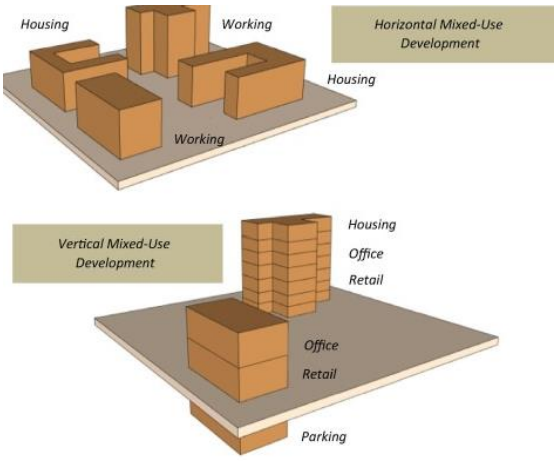
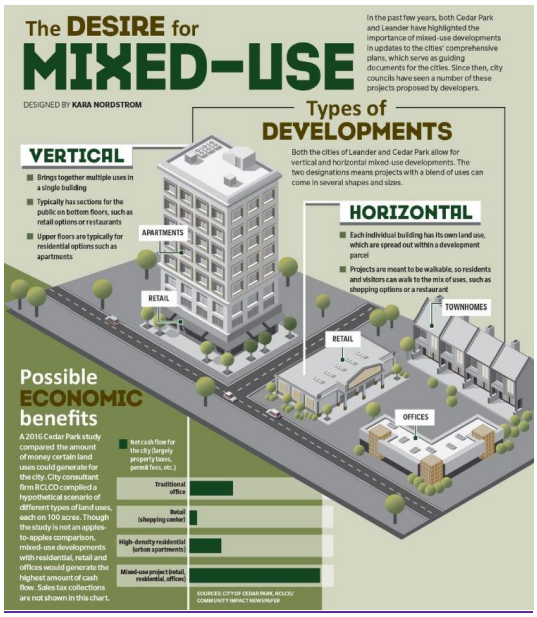
Comparison of Vertical and Horizontal Mixed-Use Development



Credit: ScienceDirect.com



Credit: Kara Nordstrom

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Examples of Successful Horizontal Mixed-Use Development

Credit:SD3A Design

Horizontal Miixed-Use Development: Downtown Lafayette, CA

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Horizontal Miixed-Use Development: Cherry Orchard, Sunnyvale, CA

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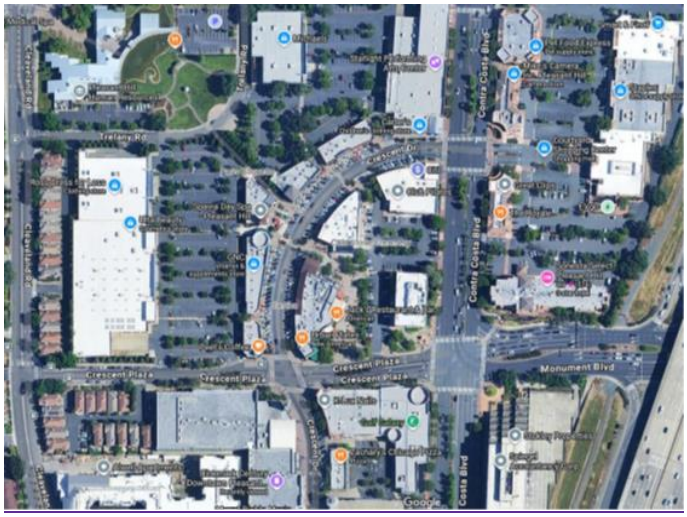

Horizontal Mixed-Use Development: Downtown Pleasant Hill, CA

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July 2, 2026 Item No. **13a**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL CONDISER ADOPTING RESOLUTION NO. 2026- , AUTHORIZING APPROVAL OF THE CITY MANAGER EMPLOYMENT AGREEMENT, ADOPT THE CITY MANAGER SALARY SCHEDULE, AND AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY

REQUEST:

It is recommended that the City Council:

1. Approve the Employment Agreement between the City of Marina and Matt Mogensen for the position of City Manager, effective July 8, 2026, with a mutually agreed-upon start date to take effect in July or August 2026.
2. Adopt the accompanying City Manager Salary Schedule to ensure compliance with California Public Employees' Retirement System (CalPERS) compensation reporting requirements.
3. Authorize the Mayor to execute the Employment Agreement on behalf of the City.

BACKGROUND:

In preparation for leadership transition and after the announcement of City Manager, Layne Long's retirement, the City Council appointed Mayor Bruce Delgado and Councilmember Kathy Biala to serve as an Ad Hoc Recruitment Committee to work with the Human Resources Department and the City's executive recruitment consultant in conducting a nationwide search for Marina's next City Manager.

The recruitment attracted 55 applicants representing multiple states and a broad range of municipal leadership experience. Following an extensive evaluation process that included stakeholder input, interviews, and comprehensive candidate assessment, the City Council selected Matthew Mogensen as its preferred candidate to serve as Marina's next City Manager.

ANALYSIS:

The City Council has completed a comprehensive national recruitment process and selected Matt Mogensen as its preferred candidate to serve as the next City Manager for the City of Marina. The proposed Employment Agreement establishes the terms and conditions of employment, including compensation and benefits. Pursuant to the California Government Code and the Marina Municipal Code, approval of the Employment Agreement must occur during open session as a separately agendized item.

The Marina Municipal Code authorizes the City Council to appoint the City Manager. Pursuant to Marina Municipal Code Section 2.08.010, the City Manager serves at the pleasure of the City Council.

Government Code Sections 54956(b) and 54957(b)(4) require that employment agreements for local agency executives involving compensation be considered in open session and separately agendized at a regular City Council meeting. In addition, Government Code Section 54953(d)(3) requires the City to orally report a summary of the recommended compensation including compensation in the form of fringe benefits prior to final action.

Throughout the recruitment process, the City Council emphasized the importance of selecting a leader who understands Marina's unique opportunities, possesses strong executive leadership skills, and demonstrates the ability to guide the City's continued growth while maintaining fiscal responsibility and organizational excellence.

Mr. Mogensen brings more than seventeen years of progressively responsible municipal management experience and has established a distinguished career in public service focused on organizational leadership, economic development, strategic planning, and effective municipal operations. Most recently, Mr. Mogensen served as City Manager for the City of Pacific Grove, where he successfully led initiatives to strengthen the City's financial sustainability, improve organizational performance, enhance community engagement, and implement City Council priorities. Prior to serving in Pacific Grove, Mr. Mogensen served as Marina's Assistant City Manager from 2018 through 2024. Earlier in his career, Mr. Mogensen served as Planning and Building Director and Assistant to the City Manager for the City of Fountain Valley and held planning positions with the Cities of Brea and Montebello.

Mr. Mogensen holds a Master of Public Administration from California State Polytechnic University, Pomona, with an emphasis in public policy and public finance, and a Bachelor of Arts in Geography with a concentration in Environmental Planning and Analysis from California State University, Fullerton. He is a Credentialed Manager through the International City/County Management Association (ICMA) and currently serves as Chair of the Monterey Bay City Managers Group.

Based upon his demonstrated leadership experience, knowledge of Marina's organization and community, and commitment to public service, Council and staff believes Mr. Mogensen is exceptionally well qualified to lead the City into its next chapter.

EMPLOYMENT AGREEMENT

The proposed Employment Agreement **(EXHIBIT A)** establishes the complete terms and conditions of Mr. Mogensen's employment as City Manager.

In establishing the compensation package, the City Council considered the complexity and scope of the position, market competitiveness, internal equity, and Mr. Mogensen's qualifications and experience. The City Manager serves as the City's chief executive officer and is responsible for administering an organization with an annual operating and capital budget, overseeing more than 135 employees across multiple departments, implementing City Council policy direction, and managing the responsibilities associated with a full-service municipality.

REVISED CITY MANAGER SALARY SCHEDULE

As part of the approval of the Employment Agreement, the City Council is also asked to approve the revised City Manager salary schedule **(EXHIBIT B).**

The California Public Employees' Retirement System (CalPERS) requires publicly available salary schedules that comply with the Public Employees' Retirement Law and the Public Employees' Pension Reform Act of 2013 (PEPRA). Public salary schedules must be approved by the governing body in accordance with applicable public meeting laws, posted on the City's website, maintained for public inspection, and retained for a minimum of five years.

Approval of the revised salary schedule ensures the City's continued compliance with CalPERS reporting requirements and supports transparency in executive compensation.

FISCAL IMPACT
Funding for the City Manager's compensation and benefits has been included within the Fiscal Year 2026-27 Adopted Budget. Approval of the Employment Agreement with the fully burdened rate will require additional budget appropriation of approximately $45,000.00.

CONCLUSION:
This request is submitted for City Council consideration and approval.

Respectfully submitted,

_____
Belinda Varela
Director Human Resources & Risk Management
City of Marina

REVIEWED/CONUR:

_____
Layne Long
City Manager
City of Marina

Attachments:
Exhibit A – Employment Agreement Between the City of Marina and Matt Mogensen
Exhibit B – Revised City Manager Salary Schedule

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AUTHORIZING APPROVAL OF THE CITY MANAGER EMPLOYMENT AGREEMENT , ADOPT THE CITY MANAGER SALARY SCHEDULE AND AUTHORIZE THE MAYOR TO EXECUTE THE AGREEMENT

WHEREAS, Marina Municipal Code Section 2.08.010 authorizes the City Council to appoint the City Manager, who serves at the pleasure of the City Council; and

WHEREAS, Government Code Sections 54956(b) and 54957(b)(4) require that employment agreements for local agency executives involving compensation be considered in open session and separately agendized at a regular meeting of the City Council; and

WHEREAS, Government Code Section 54953(d)(3) requires the City Council to orally report a summary of the recommended compensation for a local agency executive prior to taking final action; and

WHEREAS, following the announcement of City Manager Layne Long's retirement, the City Council appointed an Ad Hoc Recruitment Committee to work with the Human Resources Department and the City's executive recruitment consultant to conduct a nationwide recruitment for the position of City Manager; and

WHEREAS, the City Council has reviewed the proposed Employment Agreement attached as Exhibit A, which establishes the terms and conditions of employment for the City Manager, including compensation and benefits; and

WHEREAS, the City Council has determined that the compensation and benefits contained within the Employment Agreement are appropriate considering the complexity of the position, market competitiveness, Mr. Mogensen's qualifications and experience, and the responsibilities associated with serving as the City's chief executive officer; and

WHEREAS, the City Council has also reviewed the proposed City Manager Salary Schedule attached as Exhibit B, which is necessary to comply with the California Public Employees' Retirement Law and the Public Employees' Pension Reform Act of 2013 (PEPRA), including CalPERS requirements for publicly available salary schedules; and

WHEREAS, funding for the City Manager's compensation has been included in the Fiscal Year 2026–27 Adopted Budget; however, an additional budget appropriation of $45,000.00 is required to fully fund the Employment Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Marina does hereby:

1. Approve the Employment Agreement between the City of Marina and Matt Mogensen for the position of City Manager, effective July 8, 2026, with a mutually agreed-upon start date to take effect in July or August 2026.

2. Adopt the accompanying City Manager Salary Schedule to ensure compliance with California Public Employees' Retirement System (CalPERS) compensation reporting requirements.

3. Authorize the Mayor to execute the Employment Agreement on behalf of the City.

PASSED AND ADOPTED, by the City Council of the City of Marina at a regular meeting duly held on the 7th day of July 2026, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

CITY MANAGER EMPLOYMENT AGREEMENT

This Agreement for Employment of City Manager ("Agreement") is made and entered on this 7th day of July, 2026, by and between the City of Marina("City"), a California charter city, and Matthew Mogensen ("Mogensen"), or also referred to as the parties.

RECITALS

WHEREAS, the City Council of the City of Marina desires to appoint Mogensen to the position of City Manager of the City of Marina.

WHEREAS, it is the desire of the City Council to establish the terms and conditions of employment of Mogensen to the position of City Manager of the City of Marina, including the duties, salary and benefits of employment; and

WHEREAS, Mogensen desires to accept employment as City Manager of the City of Marina under the terms set forth herein; and

NOW, THEREFORE, in consideration of the respective and mutual covenants hereinafter contained and made, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged and agreed, and subject to all the terms and conditions hereof, the parties agree as follows:

SECTION 1. EMPLOYMENT, DUTIES AND RESPONSIBILITIES

A. **Appointment of City Manager**. City does hereby agree to employ Mogensen in the capacity of City Manager, with a mutually agreed upon start time to be determined by the City Council and Mogensen ("Effective Date"). Mogensen's employment is "at-will" and Mogensen serves at the pleasure of the City Council.

B. **Duties**. Mogensen shall perform the functions and duties specified under the Government Code of the State of California, the Marina Municipal Code, and Ordinances and Resolutions of the City, and to perform such other legally permissible and proper duties and functions as the City Council shall from to time assign.

C. **Term of Agreement**. This Agreement shall commence upon execution by parties and become effective on the Effective Date and continue for a period expiring three (3) years after the Effective Date ("Expiration Date"), or until this Agreement is otherwise terminated pursuant its terms. This agreement shall then automatically extend for successive one (1) year terms after the Expiration Date, unless City gives Mogensen notice of non-renewal at least nine (9) months prior to the Expiration Date or any succeeding term date. Nothing in this Agreement shall prevent, limit or otherwise interfere with (a) Mogensen's at-will status; (b) the right of City to terminate the services of Mogensen as provided herein; and (c) the right of Mogensen to resign from his position as provided herein.

D. **Hours of Work**. Mogensen is expected to devote necessary time outside normal office hours to business of the City. Mogensen does not have set hours of work as the City Manager is expected to be available at all times. To that end, Mogensen shall be allowed flexibility in

setting his own office hours, subject to the approval of the City Council and provided that Mogensen shall work as necessary during customary business hours to satisfactorily perform his City Manager duties and responsibilities and be available to other City staff during customary business hours. This position is exempt from FSLA overtime pay requirements therefore Mogensen shall not be entitled to additional compensation for any work performed in excess of the City's regular workweek.

Mogensen shall keep the Administration Office Staff aware of his office schedule.

Mogensen shall provide written notice to the City Council at least two business days before any anticipated absence from the City for two or more business days; provided, however, that in the event of an emergency or other unforeseen circumstances that prevent such advance notice, he shall provide written notice as soon as reasonably practicable.

E. **Exclusive Employment**. The employment provided for by this Agreement shall be Mogensen's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the City and the community, subject to prior approval by the City Council, Mogensen may elect to accept limited teaching, consulting or other business opportunities which do not interfere with or create a conflict of interest (or the appearance of a conflict of interest) with the performance of his duties or obligations under this Agreement, or place the City, the City Council or the Mogensen in an unfavorable light.

SECTION 2. COMPENSATION – SALARY AND BENEFITS

A. **Salary.**

1. Initial Base Salary. City shall pay Mogensen an annual base salary of Three Hundred and One Thousand Nine Hundred Dollars ($301,900) ("Base Salary"). Salary shall be paid in bi-weekly installments at the same time as other employees of City are paid.

2. Cost of Living Increases. Morgensen shall be entitled to the same annual cost-of-living increases as provided to the Directors.

3. Changes to Compensation. Should the City Council, upon completion of its annual review of Mogensen's performance pursuant to this Agreement, determine that Mogensen has met City's performance expectations, the City Council may consider an increase in Mogensen's compensation. Said consideration may include factors such as employee performance level, salary survey data and compensation increases granted to other City management employees. Mogensen understands and agrees that he has no entitlement to an increase in compensation. City Council will inform Mogensen of its decision. Changes to compensation may include adjustment to base salary, bonus or other discretionary benefits as determined by the City Council.

B. **Benefits**.

1. CalPERS. Mogensen will be enrolled into the California Public Employees Retirement System (CalPERS). The terms of the contract between City and CalPERS and applicable law shall govern the eligibility for and level of benefits to which Mogensen is

entitled. Based on Mogensen's hire date and date of entry into CalPERS, Mogensen shall be classified as a "classic member" and will have a retirement formula of 2% @ 55. Mogensen shall pay all employee contribution.

2. Benefits. Except as otherwise set forth in this Agreement, in addition to the benefits specified herein, Mogensen shall be eligible to participate in any and all employee benefits otherwise accorded to City's unrepresented employees as specified under the Directors Compensation & Benefits Plan, including without limitation to participation in health, dental, vision and other supplemental benefits, and those benefits may be subject to change.

3. Personal Leave Time. As of the Effective Date, Mogensen shall be credited with eighty (80) hours of personal leave and with the equivalent of 16 years of continuance service for purpose of setting a personal leave time accrual schedule, thus providing an effective rate of thirty-two (32) working days per year. Mogensen shall be entitled to accrue, use or redeem vacation leave in whatever manner is permitted pursuant to City policy, as same may be amended from time to time by action of the City Council.

SECTION 3. ADDITIONAL EXPENSES

A. **Professional Development, Dues and Subscriptions.** City agrees to pay for the professional dues, subscriptions, and other costs of Mogensen deemed necessary for his participation in national, state, regional, and local associations and organizations and in meetings, conferences, and training related thereto, including but not limited to the International City/County Management Association, League of California Cities, and California City Management Foundation, which are considered mutually desirable for his continued professional participation and growth and for the good of the City, subject to budgetary approval and City Council oversight.

B. **Business Expenses.** City shall reimburse Mogensen for all necessary and appropriate business expenses, including, but not limited to, the costs of business meetings, business meals, staff functions and special events attended in an official capacity, subject to any guidelines the City Council may impose. Any expenditures must be in conformance with any applicable City reimbursement policy.

C. **Work Equipment**. City will provide Morgensen with a City-issued laptop and cell phone for work use. Mogensen acknowledges that these are City property and shall be returned to the City either upon the termination of Mogensen's employment or at the City's request at any time.

D. **Auto Allowance.** Mogensen is entitled to an auto allowance of $600.00 per month for regular course of business and travel within Monterey County, Santa Cruz and San Benito Counties. As a condition for receiving said auto allowance, Mogensen shall maintain valid vehicle registration and auto insurance with liability limits set at $500,000 at all times.

SECTION 4. PERFORMANCE REVIEW

The intent of the parties is that there be open and constructive communication between the City Council and City Manager regarding the City Manager's performance and City Council expectations regarding such performance. As such:

A. **Annual Review**. The City Council commits to conduct an annual goal setting/strategic planning session to develop a collective work plan to be reasonably accomplished within existing resources, and to review Mogensen's performance on or around the anniversary of the Effective Date. The objective of such review shall be to maintain an optimal working relationship and a mutual understanding and agreement on duties, responsibilities, and priorities between Mogensen and the City Council. Performance expectations are an integral part of the evaluation and may be updated from time to time throughout the year.

B. **Use of Facilitator.** Either the City Council or Mogensen may request the involvement of an outside facilitator in such annual reviews. Mogensen will arrange for such services with a mutually agreed upon facilitator in a manner that ensures the completion of the review process by the second regular meeting in February 2027 and annually thereafter.

SECTION 5. TERMINATION AND SEVERANCE

A. **Termination**. The following provisions apply to any termination of Mogensen's employment by the City:

1. Mogensen is an at-will employee who may be terminated for any or no reason, and Mogensen shall serve at the will and sole pleasure of the City Council. In the event Mogensen is terminated for any reason prior to the expiration of the employment term, or any extension, except as set forth in subsection 5.A.2, City shall pay Mogensen a severance payment described herein, provided, however, that such severance payment shall be contingent on Mogensen first executing a release and waiver of all rights to sue the City or any city employee or official, which release and waiver shall be drafted by the City Attorney. The severance payment that Mogensen shall be entitled to shall be as follows:

(a) If termination occurs within first full year of Effective Date of the Agreement and Mogensen is willing and able to perform his duties under this Agreement, City shall, notwithstanding and subject to any necessary amendment to Marina Municipal Code section 2.08.060(C), provide (i) a lump sum severance cash payment equal to nine (9) month's pay, (ii) cashout of any accrued leave balances that are compensable (per City policy) upon termination of employment, and (iii) pursuant to the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA), the City shall reimburse Mogensen for COBRA eligible benefits, subject to presentation of receipts, for the same corresponding period as subsection (i) after termination, or until Mogensen either secures full-time employment or obtains other health insurance coverage, whichever of these events occurs first. Mogensen shall notify City within five (5) days of securing new full-time employment or acquiring health insurance coverage.

(b) If termination occurs any time after the first full year of the Agreement and Mogensen is willing and able to perform his duties under the Agreement, City shall, subject to any necessary amendment to Marina Municipal Code section 2.08.060(C), provide (i) a lump sum payment equal to nine (9) month's pay or the number of months left on the unexpired term of the Agreement (whichever is less), (ii) cashout of any accrued leave balances that are compensable (per City policy) upon termination of employment, and (iii) pursuant to the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA), the City shall reimburse Mogensen for COBRA eligible benefits, subject to presentation of receipts, for the same corresponding period as subsection (i) after termination, or until Mogensen either secures full-time employment or obtains other health insurance coverage, or the number of months left on the unexpired term of the Agreement, whichever of these events occurs first. Mogensen shall notify City within five (5) days of securing new full-time employment or acquiring health insurance coverage.

Notwithstanding any other provision of this Agreement, if Mogensen is convicted of a crime involving an abuse of his office or position, he shall fully reimburse to City any cash settlement (including, but not limited to, any severance payment received under Section 6(A)(1), above). "Abuse of office or position" has the same definition as contained in Government Code Section 53243.4.

In the event that, at the time of termination, Mogensen is under investigation by any law enforcement agency for any reason that would meet the definition of a "for cause termination" as defined in Section 5.2, City may withhold all or part of such severance pay until it is determined if charges will be filed, and if charges are filed, until final judgment is rendered.

Any severance payment shall exclude all other benefits, such as retirement, health, vision, and dental benefits. In addition, personal leave accrual shall immediately cease upon the date of City's notification to Mogensen that his employment will be terminated. The severance pay shall be computed from the effective date of Mogensen's termination. The intent of these provisions is to comply with Government Code section 53260.

This Section shall not apply to non-renewal of this Agreement as set forth in Section 1.C.

2. The City may terminate this Agreement immediately for Mogensen's abuse of office (as defined under Government Code Section 53243.4), abuse of drugs or alcohol that materially affects the performance of the City Manager's duties, repeated and protracted unexcused absences from the City Manager's office and duties, willful abandonment of duties, willful negligence, dishonesty, fraud or because of his conviction of any felonious act, misrepresentation, has failed to obey the lawful direction of the City Council, any other illegal act involving use of Mogensen's position for personal gain, acceptance of employment for another source which is inconsistent with full time employment as City Manager and in violation of Section 1(E) of this Agreement, willful violation of any conflict of interest laws or regulations, willful violation of State or Federal discrimination laws or any lawful City policies and procedures concerning race, religious creed, color, national origin, ancestry, sexual orientation, physical or mental disability, marital status, sex or age concerning either members of the general public or City employee(s) or willful or unlawful or violation of any lawful City policies and procedures concerning retaliation against any other City official or employee or

member of the general public who in good faith reports, discloses, divulges, or otherwise brings to the attention of any appropriate authority any facts or information relative to actual or suspected violations of any law occurring on the job or directly related thereto, fraud or dishonesty in securing this appointment, any crime involving moral turpitude, any material breach of this Agreement, which breach is not cured within 30 days after written notice being given of such breach, or upon the occurrence of an event disqualifying Mogensen from public office under the California Constitution, statutes, or regulations. City shall have no obligation to pay the severance or the other benefits set forth in Section 5.A of this Agreement. Such termination shall herein be referred to as a termination "for cause."

In the event the Mogensen becomes mentally or physically incapable of performing the City Manager's essential functions and duties with reasonable accommodation and it reasonably appears such incapacity will last for more than 6 months, the City Council may, subject to state and federal law, terminate Mogensen. If the City Council does elect to terminate Mogensen due to incapacity, Mogensen shall not receive severance benefits provided in Section 5(A)(1) above.

3. Termination of this Agreement shall require three affirmative votes of the City Council at a lawfully called meeting, as provided by the provisions of the Ralph M. Brown Act (California Government Code §54950 *et seq*.). Effective date of Termination is at the discretion of the City Council. Except for a "for cause" termination pursuant to Section 5.A.2, and pursuant to Marina Municipal Code section 2.08.150, the City shall take no action to terminate the services of Mogensen during the period of one hundred eighty days following: 1) a general municipal election held in the city at which a member of the city council is elected, or 2) the time when a new city councilmember is appointed. The purpose of this section is to allow each newly elected or appointed member of the council or a reorganized council to observe the actions and ability of the city manager in the performance of his powers and duties of his office.

4. Mogensen agrees that in the event his employment is terminated, under no circumstances will Mogensen be able to contest the nature of his at-will employment status, nor will he be entitled to seek or obtain the remedy of reinstatement in any administrative or legal forum. Mogensen agrees that the sole issue for resolution upon termination of his employment agreement will be the extent of severance pay and/or other payments due Mogensen as the result of services rendered through the day of termination. Mogensen shall have no other right of action against the City as it relates to termination and severance.

B. **Termination by Manager.** Due to the important nature of Mogensen's duties to the City, Mogensen shall not terminate this Agreement during the initial two (2) year Term of this Agreement, unless City agrees to such termination in writing. Thereafter, Mogensen may terminate this Agreement through a resignation by giving the City notice of his intent to resign and providing an effective date for his resignation that is at least sixty (60) days' after he provides notice of his intent to resign. Mogensen and the City agree that the City has discretion to select an effective date for the resignation that is earlier than the effective date stated by Mogensen. If Mogensen terminates this agreement through a resignation, he is not entitled to receive any severance payment.

In the event Mogensen terminates his employment under this Agreement, the provisions of

this Agreement and all compensation and benefits owed Mogensen under it, shall cease upon the effective date of such termination as determined by City.

SECTION 6. SHARED GOALS AND STRATEGIC PLANNING

The City Council and the City Manager share certain mutual goals intended to support effective governance and the City Manager's success in carrying out the Council's policies. The following statements reflect the Council's aspirations and good-faith intentions only, and are expressly not contractual obligations:

A. The Council aspires to hold an annual goal-setting and strategic-planning session with the City Manager to develop a collective work plan that may reasonably be accomplished within existing resources;

B. The Council supports an annual one-day executive staff retreat and a one-day all-staff training day; and

C. The Council will endeavor to raise issues and concerns regarding City operations directly with the City Manager in a timely manner so that they may be discussed and addressed effectively.

The statements set forth in this Section are aspirational in nature and reflect the parties' shared goals and intentions. They do not create binding obligations on the City Council, and the Council's failure to undertake, complete, or fulfill any matter described in this Section shall not constitute a breach or default of this Agreement by the Council or the City, nor shall it give rise to any claim, remedy, cause of action, or liability under this Agreement.

SECTION 7. GENERAL PROVISIONS

A. **Indemnification**. Except as otherwise provided by law, and provided that Mogensen complies with the provisions of Sections 825 and 825.6 of the California Government Code, as now existing or hereafter amended, City agrees to defend, hold harmless and indemnify Mogensen 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 Mogensen's duties to the extent required by Government Code Sections 825 and 995. City may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered therefrom only to the extent authorized in Sections 825 through 825.6, as now existing or hereafter amended. City is not required to indemnify Mogensen for any illegal acts committed by Mogensen but may agree to do so, in its discretion.

B. **Bonding Requirements**. City shall bear full cost of the fidelity bond required of Mogensen under any law or ordinance in connection with his duties hereunder. This Agreement shall be deemed void and of no effect if Mogensen is unable to qualify for any such fidelity bond prior to the Effective Date.

C. **Other Terms and Conditions**. The Council, in consultation with Mogensen shall fix any such other terms and conditions of employment as it may determine from time to time,

relating to the performance of Mogensen provided such terms and conditions are not inconsistent with or in conflict with the provision of this Agreement or State law.

All provisions of the City Code and regulations and rules of City relating to personal leave time, retirement and pension system contributions, holidays and other fringe benefits and working conditions pertaining to City Department Heads as they now exist or hereafter may be amended, except as otherwise set forth herein also shall apply to Mogensen.

D. **Severability**. If any provision, or portion thereof, contained in the Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed servable and shall remain in full force and effect.

E. **Notices**. Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

Mayor and City Council
City of Marina
211 Hillcrest Avenue
Marina, CA 93933

Matthew Mogensen, City Manager
City of Marina
211 Hillcrest Avenue
Marina, CA 93933
(or to Mogensen's home address on file)

Notices also may be personally served in the same manner as applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission by the United States Postal Service. Either party hereto may change their respective address of record by providing written notice thereof in accordance with this Section.

F. **General Provisions**. The text herein shall constitute the entire Agreement between the parties.

1. No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the City and Mogensen. No waiver of either party at any time of the breach of, or lack of compliance with, any conditions or provisions of this Agreement shall be deemed a waiver of other provisions or conditions hereof.

2. This Agreement contains the entire agreement and understanding between the parties and contains all of the terms and conditions of the parties' agreement and supersedes any other oral or written negotiations, discussions, representations, or agreements. Mogensen acknowledges that he has not relied on any promises, statements, representations, or warranties except as set forth expressly in this Agreement.

3. This Agreement shall be binding upon and shall inure to the benefit of the respective heirs, executors, administrators, successors and assigns of the parties, provided, however, that Mogensen may not assign his obligations hereunder.

4. This Agreement shall be governed by and construed in accordance with the laws of the State of California, and venue for any action concerning this Agreement shall be limited to the Superior Court for the County of Monterey.

5. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

6. The parties hereto acknowledge and agree that, although this Agreement has been drafted by City's legal counsel, Mogensen has reviewed, or had an opportunity to review, the terms of this Agreement with his legal counsel. Consequently, the doctrine that ambiguities in an agreement should be resolved against the drafting party shall not be employed in connection with this Agreement and this Agreement shall be interpreted in accordance with its fair meaning.

7. Unless provided for otherwise by this Agreement, all provisions of the Marina Municipal Code Chapter 2.08 entitled "City Manager," which are applicable to the City Manager shall remain in full force and effect.

8. Required provisions of California Government Code 53243-53243.4(and as subsequently amended) are hereby agreed to and expressly made a part of this Agreement.

In witness hereof, the undersigned have executed this Agreement. This Agreement may be executed in counterparts, and each counterpart shall be deemed a duplicate original. A copy of a signature shall be deemed equivalent to an original signature. Electronic, fax and email signatures are equally binding as originals.

Matthew Mogensen

_____

CITY OF MARINA:

_____

By: Bruce Carlos Delgado, Mayor

ATTEST:

_____

City Clerk

APPROVED AS TO FORM:

_____

René A. Ortega, City Attorney

2080688.5

Exhibit B

Salary Schedule - Effective July 7, 2025

Classification	Broad Range
City Manager	$250,000.00 - $328,000.00

July 2, 2026 Item No. **13b**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2026-, APPROVING THE AUTHORIZATION OF 1) SUBMITTAL OF AN APPLICATION FOR INSTALLATION OF NEW SIGNAGE AND 2) APPROVAL OF NEW SIGNAGE AT THE EXISTING CITY-OWNED SITE LOCATED AT 2700 IMJIN PARKWAY; AND FIND THAT THIS ACTION IS EXEMPT FROM CEQA PURSUANT TO SECTION 15061(B(3) OF THE CEQA GUIDELINES.

RECOMMENDATION: It is recommended that the City Council consider:

1. Adopting Resolution No. 2026-, approving the authorization of 1) Submittal of an application for installation of new signage at the subject site; and 2) Approving change in signage from Shell Oil to Gulf Oil.

PROJECT HISTORY

Subject Site

2700 Imjin Parkway (Assessor's Parcel Number APN 031-101-039-000) is situated on City-owned land located adjacent to, and south of, the intersection of Imjin Parkway and Abrams Drive, outside the limits of the City of Marina and within the jurisdiction of Monterey County. Currently, tenant AJ Petroleum, a private entity, leases the property, including both Fort Ord Market and associated on-site fueling (gasoline) station, from the City of Marina. The existing tenant intends to change the signage from Shell Oil to Gulf Oil.

Background

In early 2026, sign project proponent Maria Valenzuela of AA Signs, Inc. initiated submittal of an application for new signage at the extraterritorial City-owned lot leased by AJ Petroleum. On February 5, 2026, City staff received correspondence from staff of the County of Monterey, inquiring about the agency responsible for review and approval of proposed installation of new signage at the subject site. On March 6, 2026, City staff subsequently received correspondence from Ms. Valenzuela, expressing concern regarding perceptions of delay and discrepancy in information provided about processing of the sign permit application pursued.

On March 13, 2026, City staff forwarded to the project applicant a memorandum providing information regarding permit application submittal procedures and requirements. On March 20, 2026, staff received feedback from County Planning staff relaying that the proposed height and size of signage would appear not to conform to regulations of the County of Monterey and thus could not be approved by the County. Since that time, City staff have provided ongoing guidance to the sign permit applicant regarding the nature and timing of permit processing intended to facilitate expeditious review.

Jurisdictional Authority and Interagency Coordination

Although the City of Marina owns the property, because it is located within Monterey County boundaries and not the City of Marina boundaries, the application requires review by the County of Monterey as responsible jurisdiction. City staff have coordinated closely with County staff regarding revisions to proposed signage design necessary for compliance with applicable County standards to foster timely application processing and approval.

City Council Review

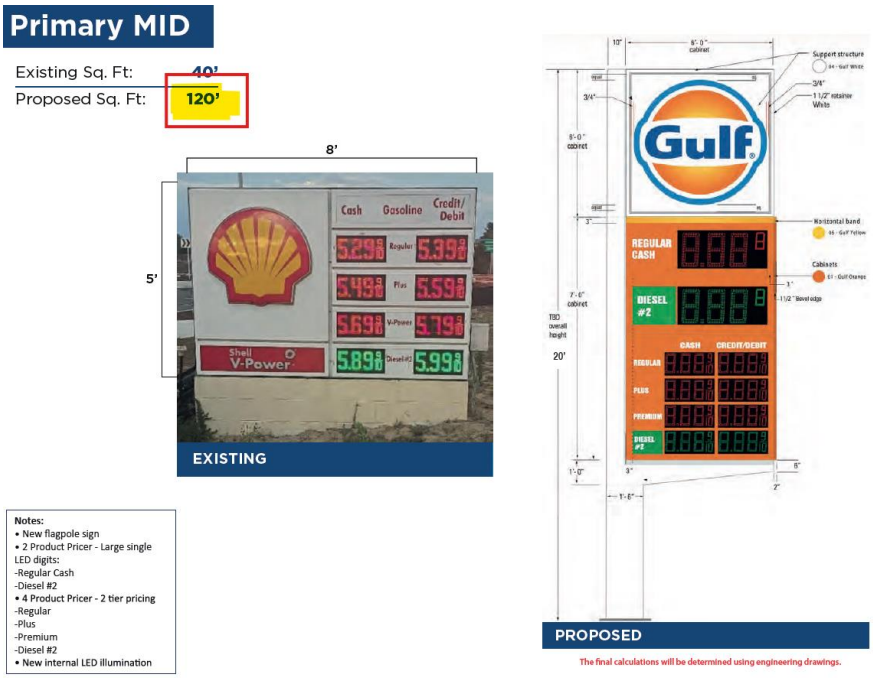
Submittal of a permit application on City-owned property requires that the City consent, in writing, its authorization for submittal of such application. Additionally, the existing lease agreement authorizing the current business' tenancy of the subject site states that approval by the City must be provided for placement of any new signage on the property, which approval must not be unreasonably withheld. Although Section 20.6 of the Lease authorizes the City Manager to give such consent on behalf of the Lessor, out of an abundance of caution and in the interest of transparency, staff has brought the matter to the City Council for review, and approval of, proposed signage design and application submittal.

The information contained herein is presented in order to apprise the City Council of proposed sign changes and to provide the opportunity for consideration and feedback regarding any desired modification to the signage.

ANALYSIS

Initial Proposal

As originally proposed, the project scope of work encompassed installation of a new pylon sign of 20 feet in height and 120 square feet in sign area, new signage proposed to be affixed to the existing all-weather canopy, along with placement of new building wall signage. An excerpt of sign plans submitted, including the pylon sign originally proposed, appears below:

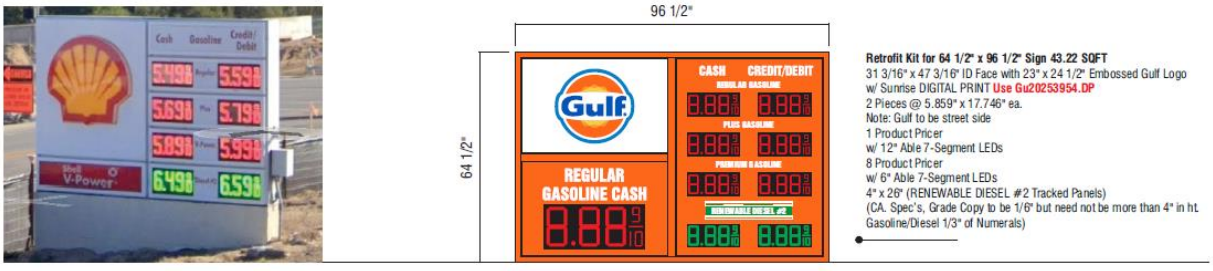


In response to the plans provided, staff relayed to the permit applicant that signage as proposed would require review and approval by the City . City staff additionally expressed concern regarding the proposed size and height of the signage and informed the sign permit applicant that, based on correspondence with County of Monterey staff, the submitted scope of work would likely not conform to County regulations. Correspondence from County staff presented the following:

> *In regard to the recent application to replace existing signage at the Imjin Road gas station and convenience store, Building Permit No. 26CP00056, it is County staff's position that the proposal is inconsistent with the County's sign regulations. According to the County's Regulations for Signs: "Where signs are allowable under the regulations of the zoning districts identified in Sections 21.60.070 and 21.60.080, the total area of such signs shall not exceed thirty-five (35) square feet in the aggregate. This limitation in total area shall apply even though the use has frontage on two or more streets." In the proposal under Building Permit No. 26CP00056, there are three businesses shown on the subject parcel. At this time, the signage exceeds the allowable 35 square feet aggregate per business and will need to be reduced in order to comply with this section. Additionally, the free-standing sign that is sited for replacement exceeds the allowable height for free standing signs. Within the County's regulations for signs, it is indicated the height of the sign may not exceed six feet if freestanding, or if attached to a structure, the sign may not be higher than the roof line or parapet of the wall. Currently, Building Permit Plans No. 26CP00056 indicates a proposed replacement sign with a height of 20 feet as measured from average natural grade.*
>
> *At this time, County staff cannot support the replacement signage project as proposed unless such modifications are made to the plans.*

<u>Revised Proposal</u>

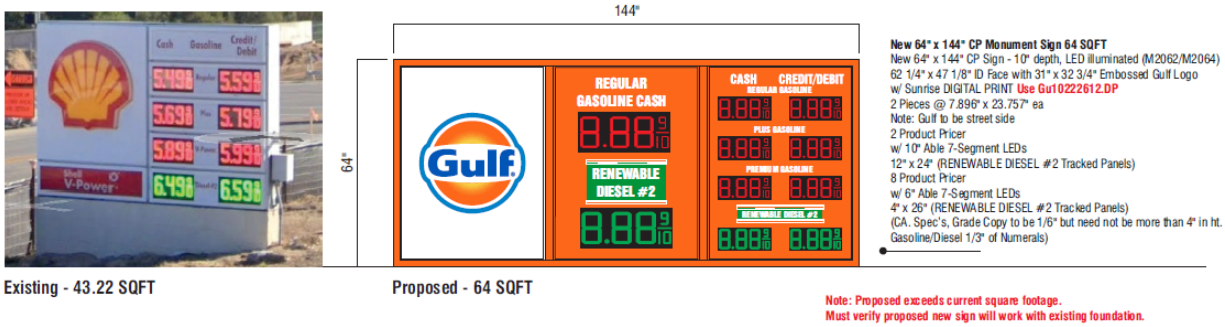
Following outreach from City staff, the sign permit applicant revised the proposed signage design, then presenting two potential designs, as follows:



Existing - 43.22 SQFT

Proposed - 43.22 SQFT

Option 1



Option 2

Preliminary Approval by County

Coordination with County staff has determined that the proposed scope of work included in Option 1 would conform to applicable County regulations, and County staff have preliminarily approved the applicant's most recent Planning permit application, pending authorization by the City.

Proposed Change in Signage

In conjunction with new signage proposed, the City Attorney has confirmed that the lease in place mandates that tenant AJ Petroleum obtain approval from the City for the new signage from Shell Oil to Gulf Oil, which approval shall not be unreasonably withheld. As set forth above, the lease authorizes the City Manager to consent to the changes in proposed signage . However, in the interest of transparency and the interest in the property at issue, staff has brought this matter for City Council for review and decision. Staff recommend that the City Council authorize such approval.

ENVIROMENTAL REVIEW

None of the following, including 1) authorization of application for submittal of new signage at an extraterritorial City-owned site, or 2) approval of new signage for an existing store subject to a lease held by an existing tenant at a City-owned property does not constitute a project subject to provisions of the California Environmental Quality Act and further subject to the commonsense exemption found in section 15061(b)(3) of the CEQA Guidelines.

FISCAL IMPACT

None.

CONCLUSION

City staff recommend that the City Council grant authorization for submittal of the application for new signage to the County of Monterey and approve the change in signage of the existing fueling station from Shell Oil to Gulf Oil as presented in Option 1, fostering enhancement in utility and aesthetics of the City-owned site.

Respectfully submitted

Tim Maier, AICP
Planning Services Manager
City of Marina

REVIEWED/CONCUR:

Layne Long
City Manager
City of Marina

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AUTHORIZING 1) SUBMITTAL OF AN APPLICATION FOR INSTALLATION OF NEW SIGNAGE, 2) APPROVAL OF CHANGE IN SIGNAGE AT THE EXISTING CITY-OWNED SITE AT 2700 IMJIN PARKWAY AND FINDUING THAT THIS ACTION IS EXEMPT FROM CEQA PURSUANT TO SECTION 15061(B(3) OF THE CEQA GUIDELINES.

WHEREAS, on June 2, 2026, applicant Maria Valenzuela of AA Signs, Inc. submitted to the County of Monterey an application for proposed installation of new signage at the extraterritorial City-owned lot leased by AJ Petroleum located at 2700 Imjin Parkway; and

WHEREAS, the subject application requires review by the County of Monterey as responsible jurisdictional authority for review of said sign permit application; and

WHEREAS, the proposed signage design as submitted, based on feedback from County of Monterey staff, conforms to relevant regulations of the County of Monterey allowing for application approval; and

WHEREAS, in conjunction with new signage proposed, t the existing lease in force requires that AJ Petroleum, tenant of the subject City-owned site, must obtain approval from the City to install new signage (from Shell Oil to Gulf Oil), which approval must not be unreasonably withheld; and

WHEREAS, Section 20.6 of the Lease authorizes the City Manager to give such consent on behalf of the Lessor, but out of an abundance of caution and in the interest of transparency, staff has brought the matter to the City Council for review, and approval of, proposed signage design and application submittal.

NOW THEREFORE BE IS RESOLVED that the City Council of the City of Marina does hereby:

1. Authorize submittal of an application to the County of Monterey for installation of new signage at the subject site; and
2. Approve proposed new signage of the subject site, subject to meeting the County of Monterey's applicable requirements.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 7^{h} day of July 2026, by the following vote:

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

_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

April 30, 2026 Item No. **13c**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 1, 2026

CITY COUNCIL CONDISER RECIEVING A PRESENTATION ON (1) PAST AMENDMENTS TO THE COUNCIL RULES, (2) POTENTIAL FURTHER AMENDMENTS AND REFINEMENTS TO SUCH RULES, AND (3) PROVIDING DIRECTION ON OTHER REFINEMENTS OR AMENDMENTS TO SUCH RULES.

REQUEST:

It is recommended that the City Council consider (1) receiving a presentation on past amendments to the Council Rules, (2) further amendments and refinements to such Rules; and (3) providing direction to City Attorney and Staff on other refinements or amendments to such Rules.

BACKGROUND

The City Council's Rules and Procedures for the Conduct of Meetings were originally established by Resolution No. 80-71 on December 12, 1980, and have been amended multiple times over the decades to address meeting times and agenda ordering, among other issues. Beginning in 2022, the Council undertook a more substantive effort focused on two overarching goals: increasing public engagement and improving meeting efficiency. Council Resolution No. 2023-68 established the Council's current Rules and Procedures for the Conduct of the Meetings of the Marina City Council. **See Exhibit A**.

Chronology of Amendments

August 16, 2022 — Initial Amendments Presented

At its August 16, 2022 regular meeting, the Council considered a staff report prepared by Interim City Attorney proposing targeted amendments to Resolution No. 80-71 focused on public engagement and meeting efficiency. The proposed changes addressed Paragraphs 8, 9, 13, and 27 and included a redlined draft agenda as Exhibit B. In summary, the proposals restructured the per-item agenda sequence to place public comment before Council motion and discussion; reframed the minutes function as preparation of "action minutes"; allowed Councilmembers to speak twice on any subject; reduced public comment time from four to three minutes and eliminated the requirement that speakers state their name and address; and updated the agenda template to clarify public hearing procedures and Consent Agenda handling. The item was continued to September 20, 2022, but was not agendized until November 1, 2022. **See Exhibit B**.

November 1, 2022 — Direction to Staff; Integrated Resolution Ordered

At its November 1, 2022 regular meeting, the Council directed staff to prepare an integrated resolution incorporating the following: encouraging written email comments as an alternative to verbal comment; capping general public comment at thirty minutes at the start of meetings with overflow deferred to the end; establishing a one-minute limit for Council comments after a motion; clarifying the scope of permissible technical or clarifying questions prior to public comment; establishing a five-minute per-member speaking limit with no cap on the number of rounds; preserving the per-item agenda sequence for public hearings; prohibiting further comment or discussion after a vote; directing staff to review more efficient use of the Consent Agenda; refining quasi-judicial disclosure language; making AB 1234 reporting more publicly understandable; restricting Consent Agenda pulls to Councilmembers only; directing staff to return with a two-step process for Council for placing items on the agenda; and adding a Land Acknowledgement to all future agendas. **See Exhibit C**.

November 15, 2022 — Resolution 2022-138 Adopted; 5-0
At its November 15, 2022 regular council meeting, the Council considered the integrated rules resolution and adopted Resolution No. 2022-138, which repealed and replaced Resolution No. 80-71 and all prior amendments in their entirety. The resolution incorporated the changes directed on November1: separating Council and Staff Announcements from Public Comment, restructuring the per-item sequence to ensure public comment precedes Council discussion and motions, converting to action minutes, establishing per-member speaking time limits, prohibiting post-vote comment, reducing general public comment to three minutes at the Mayor's discretion with a thirty-minute overall cap, and adopting a new agenda template. **See Exhibit D**.

June 20, 2023 — Resolution 2023-68; Further Amendments Adopted; 5-0
At its June 20, 2023 regular council meeting, the Council considered further amendments to the Council rules and adopted the Resolution No. 2023-6 amending the Rules and Procedures by a unanimous vote, with the following modifications to the staff proposal: the proposed Paragraph 7 amendment addressing Council correspondence was deferred for future consideration; staff was directed to develop a video records retention policy; the public comment section was revised to clarify that public comment is welcomed by any means not disruptive to the meeting; the adjournment extension mechanism was changed from time-based to item-based; action minutes were required to include the name and topic of discussion; and the Council speaking limit was set at five minutes per member with a non-interruptive timekeeping method to be determined. **See Exhibit E**.

ANALYSIS:

Based on a review of Council meetings, including application of the Rules as well as specific feedback during such meetings, certain refinements would be helpful to clarify the Rules and formalize such procedures as Council's two-step process for Council-initiated agenda items. Below is a list of suggested new rules, refinements, and amendments, including to the Agenda Template:

I. Proposed New Rule: Two-Step Council-Initiated Agenda Items

Background
The current Rules and Procedures do not establish a formal process by which individual Councilmembers may place new items on a future agenda. In practice, this gap can result in items being agendized without adequate staff preparation, without a clear statement of purpose, or without the Council as a body having had an opportunity to weigh in on whether the item merits further attention. At the November 1, 2022 meeting, the Council recognized these concerns and directed staff to return with a proposed two-step process for Council-initiated agenda items, with reference to how other cities handle similar requests. A structured two-step process addresses the identified concerns while preserving each Councilmember's ability to bring matters forward for consideration.

This proposed rule serves three objectives. First, it ensures that staff has adequate notice and context to prepare even a brief summary before an item reaches the Council, avoiding uninformed deliberation. Second, it gives the full Council, rather than a single member, the opportunity to assess whether an item warrants the investment of staff time and resources required for a complete action item report. Third, it creates a consistent, transparent record of how items originate and progress to the agenda, which supports public understanding of the Council's legislative process.

Proposed Rule Language

Rule 36. Council-Initiated Agenda Items — Two-Step Process.

(a) Step One — Introduction and Direction. A Councilmember who wishes to place a new item on a future agenda shall first submit a written request to the City Manager describing the subject matter, the Councilmember's proposed objective, and any background information

relevant to the request. The City Manager shall place the item on the next available regular meeting agenda under a designated section titled "Council-Initiated Items." At that meeting, the Councilmember shall briefly introduce the item in no more than three (3) minutes. Staff shall provide a short summary of any known operational, fiscal, or legal considerations. The Council shall then have an opportunity to discuss the item and provide direction to City staff. No final action shall be taken at Step One.

(b) Step Two — Action Item. If the Council, by majority vote, directs staff to return with a full report, staff shall prepare a staff report and place the item on a future agenda as a regular action item in accordance with Paragraph 6 of these Rules. The staff report shall address the Council's stated objectives, relevant background, options for Council consideration, fiscal impact, and a staff recommendation.

(c) Exceptions. A Councilmember may request that a matter bypass Step One and be placed directly on the agenda as a full action item if: (i) the matter involves a time-sensitive issue that cannot reasonably await the two-step process; (ii) staff has already prepared or possesses sufficient background to support a full report; or (iii) the subject matter has previously been considered by the Council within the prior twelve months. Any such exception shall require the concurrence of the Mayor or, in the Mayor's absence, the Mayor Pro Tempore.

(d) Written Request Deadline. Written requests under subdivision (a) shall be submitted to the City Manager no later than 12:00 noon on the Wednesday preceding the meeting at which the Councilmember wishes the item to be introduced, consistent with the general agenda submission deadline established in Paragraph 6.

II. Proposed Rule Clarification: Public Comment on Pulled Consent Agenda Items

Proposed addition to **Rule 8** (Order of Business and Consideration and Sequence of Agenda Items) (**Exhibit A**):

(d) Public Comment on Consent Agenda Items Pulled for Separate Consideration. Public comment on all Consent Agenda items shall be heard during the general Public Comment period at the outset of the meeting. Any member of the public wishing to comment on a Consent Agenda item must do so at that time. If a Consent Agenda item is subsequently pulled by the Council for separate discussion and consideration, no additional public comment period shall be provided on that item, and Council deliberation shall proceed based upon the public input already received during general Public Comment. Notwithstanding the foregoing, the Council may, by majority vote, allow further public comment on a pulled item where the Council determines that additional input would materially assist its deliberation.

III. Proposed Agenda Template Revision: Standing Item 1.a: Councilmember Remote Attendance Announcements

It is recommended that the agenda template be revised to include a standing agenda item immediately following the Call to Order, designated as Item 1.a, with the following title and form:

1.a. Remote Attendance Announcement(s) by Councilmember(s) — Just Cause or Disability Accommodation (Gov. Code §§ 54953(c), 54953.8.3) *Any Councilmember participating in this meeting remotely shall at this time announce the basis for remote attendance. A Councilmember attending remotely for just cause shall briefly identify the applicable just cause ground. A Councilmember attending remotely as a disability accommodation shall confirm participation under Government Code section 54953(c). The Council shall take no vote on remote attendance under either provision. The City Clerk shall record the member's remote attendance and the stated basis in the minutes.*

Statutory Background; Effect of SB 707: The prior authority for just cause remote attendance by individual Councilmembers, Assembly Bill 2449, was codified at Government Code section 54953(f) and sunsetted on January 1, 2026. Senate Bill 707, effective January 1, 2026, comprehensively reorganized and expanded the Brown Act's teleconferencing framework. The just cause and emergency circumstances provisions formerly in section 54953(f) have been relocated and amended in new Government Code section 54953.8.3, and extended through December 31, 2029.

Just Cause Remote Attendance; Gov. Code § 54953.8.3: Under the successor provision, a Councilmember may attend a meeting remotely for just cause without triggering the traditional teleconferencing requirements, provided a quorum of the Council is physically present at the meeting location. SB 707 expanded the categories of qualifying just cause to include:

- Childcare or caregiving obligations for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner;
- A contagious illness that prevents in-person attendance;
- A physical or mental health condition not separately covered by the disability accommodation provision;
- Travel on official business of the legislative body or another public agency;
- The presence of an immunocompromised household or family member;
- A physical or family medical emergency; and
- Military service under official written orders for active duty or drill.

Notably, under SB 707 a member invoking just cause is not required to disclose any medical diagnosis or personal medical information beyond identifying the applicable ground.

Unlike the AB 2449 framework, SB 707 does not require a majority vote of the Council to approve a just cause remote attendance request. Instead, the statute requires only that the member's remote attendance and the specific just cause basis be recorded in the minutes of the meeting. No advance agenda notice of the remote attendance is required, though the Council may, in its discretion, adopt a practice of requesting advance notice to facilitate orderly meeting management.

Frequency limits apply: a Councilmember may not attend remotely for just cause more than five times per year if the Council meets twice per month.

Disability Accommodation; Gov. Code § 54953(c): SB 707 also permanently amended Government Code section 54953 to expressly authorize members of a legislative body with a disability to participate in meetings remotely as a reasonable accommodation under applicable law, including the Americans with Disabilities Act. Remote participation under this provision is treated as in-person attendance for all purposes, including quorum. The member must participate using both audio and video technology unless their disability requires an exception. The member must also disclose whether any other adult is present at their remote location and the general nature of that person's relationship to the member. Because the basis of this statutory provision is grounded in disability accommodation law rather than the just cause framework, it is not subject to the frequency limits applicable under section 54953.8.3.

Staff and City Attorney can prepare a brief reference sheet for Councilmembers summarizing the qualifying just cause grounds, frequency limits, disclosure requirements, and the distinction between just cause and disability accommodation under SB 707, to accompany adoption of this template change.

IV. Proposed Agenda Template Revision: Remote Participation Notice

It is recommended that the agenda template also be revised to include the following notice in a prominent location, such as immediately following the meeting access and participation information currently appearing at the top of each agenda:

> PLEASE NOTE: IF ALL COUNCILMEMBERS ARE PRESENT IN PERSON, PUBLIC PARTICIPATION BY ZOOM IS FOR CONVENIENCE ONLY AND IS NOT REQUIRED BY LAW. IF THE ZOOM FEED IS LOST FOR ANY REASON, THE MEETING MAY BE PAUSED WHILE A FIX IS ATTEMPTED BUT THE MEETING MAY CONTINUE AT THE DISCRETION OF THE PRESIDING OFFICER.

This notice serves to clearly communicate to the public the legal status of remote participation access when all Councilmembers are physically present in Council chambers. Under the Brown Act, the City of Marina is not required to provide teleconference access to the public when members are present in person; remote access, when offered, is a courtesy.[1] The notice addresses potential public confusion due to a disruption when technical difficulties interrupt the Zoom feed during an otherwise properly convened in-person meeting. By setting expectations in advance and on the face of the agenda itself, the notice allows the Presiding Member to exercise discretion to continue the meeting without the appearance of disenfranchising the public or acting inconsistently with prior practice. It also reduces pressure on staff to indefinitely delay or adjourn a meeting due to a technical failure that has no legal bearing on the validity of the proceedings.

V. Suggested Refinements Based on Rosenberg's Rules of Order

The City's Rules and Procedures reference Robert's Rules of Order as the default governing authority (**Exhibit A**, Rule 24), but staff reports from the 2022 amendment process cited Rosenberg's Rules of Order, **Exhibit F**, as a potential model for structured deliberation. Robert's Rules of Order is a 714 page manual of parliamentary procedure originally published in the 19th Century by Henry Robert III. Rosenberg's Rules, published by the League of California Cities and designed specifically for small deliberative bodies like city councils, offer several refinements worth considering for further improving meeting efficiency. A simple comparison of the two sets rules is attached as **Exhibit G**.

1. **Motion Before Discussion.** Rosenberg's Rules recommend that a motion be placed before the body prior to opening general discussion/deliberations on an agenda item, on the theory that having a concrete motion on the floor helps focus deliberation on a specific proposed action. The City's current sequence (**Exhibit A**, Rule 8c) places the motion after public comment and Council discussion. The Council could consider clarifying that the Chair may invite a motion immediately after public comment closes and before Council discussion begins, consistent with Rosenberg's recommended format. Rule 8c can be amended to incorporate this change.

2. **Limiting Motions on the Floor.** Rosenberg's Rules establish a practical ceiling of three motions on the floor at any one time, with votes proceeding in reverse order of introduction. The City's current Rules (Rule 14) address motions and precedence but do not set an explicit numerical limit. Adding such a limit would give the Chair clearer authority to manage complex or contentious items and reduce procedural confusion.

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1 **SB 707: Eligible Legislative Body Requirements Not Applicable:** SB 707 introduced new Government Code section 54953.4, which imposes certain mandatory public remote access requirements, including provision of a two-way audiovisual platform and adoption of a written meeting disruption policy, on legislative bodies that qualify as an "eligible legislative body." Eligibility is determined by population thresholds based on the most recent applicable federal decennial census or qualifying estimate. Based on Marina's current population, the City does not meet the threshold required to qualify as an eligible legislative body under section 54953.4, and the mandatory public remote access requirements of that provision are therefore not applicable to the City Council. Accordingly, the provision of Zoom access to the public remains a discretionary courtesy rather than a statutory obligation.

3. **Friendly Amendments.** Rosenberg's Rules recognize the "friendly amendment" as a practical, informal tool that allows motions to be refined during discussion without requiring a formal separate motion to amend — provided both the maker and the seconder of the original motion agree. Council currently uses this tool, but it is not expressly permitted in the Rules and Procedures, **Exhibit A**. Expressly permitting this practice in the Rules would streamline deliberation on items where minor wording adjustments emerge naturally during Council discussion.

4. **Motion to Limit Debate.** Rosenberg's Rules provide for a formal "motion to limit debate" that, if seconded and passed by a two-thirds vote, cuts off further discussion and moves directly to a vote. Adding this mechanism would give the Council a formal parliamentary tool to manage unusually prolonged deliberation on any single item, beyond the existing per-speaker time caps.

If Council desires, Staff and City Attorney can prepare a brief reference sheet for handling of motions, including descriptions of motions not subject to debate.

FISCAL IMPACT
None.

CONCLUSION:
This request is submitted for City Council consideration.

Respectfully submitted,

_____
René Alejandro Ortega
City Attorney
City of Marina

REVIEWED/CONUR:

_____
Layne Long
City Manager
City of Marina

Attachments:
Exhibit A – Resolution No. 2023-68, Rules and Procedures for the Conduct of Meetings of the Marina City Council
Exhibit B – Staff Report and Resolution No. 2023-, June 20, 2023
Exhibit C – Staff Report, November 15, 2022
Exhibit D – Staff Report and Resolution No. 2022-, November 1, 2022
Exhibit E – Staff Report, August 16, 2022
Exhibit F – Rosenberg's Rules of Order
Exhibit G – Comparison of Rosenberg's Rules to Robert's Rules

EXHIBIT A

RESOLUTION NO. 2023-68

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AMENDING THE RULES AND PROCEDURES FOR THE CONDUCT OF MEETINGS

WHEREAS, at the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71 Establishing the Rules and Procedures for the Conduct of Meetings of the City Council ("Rules and Procedures");

WHEREAS, the City Council previously amended the Rules and Procedures by adopting Resolution Nos. 85-1, 90-09, 91-17, 92-30, 94-15, 98-03, 99-01, 2001-106, 2009-41, 2011-32, 2011-33, 2011-65, and 2019-107 (collectively, "Amendments");

WHEREAS, at its meeting on November 15, 2022, the Council approved Resolution 2022-138 authorizing revisions to the Rules and Procedures;

WHEREAS, staff proposes further modifications to Rules and Procedures, as provided in Exhibit A attached hereto, specifically to Paragraph 7 regarding Council Correspondence, Paragraph 8 regarding the Consideration and Sequence of Agenda Items, Paragraph 13 regarding Debate, and new Paragraph 21 regarding Ex Parte Disclosures; and

WHEREAS, amendment of the Rules and Procedures is not subject to California Environmental Quality Act (CEQA) as it is not a "project" pursuant to Section 15378 of the CEQA Guidelines.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MARINA DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Rules and Procedures. The Rules and Procedures shall be modified as set forth in Exhibit A, RULES AND PROCEDURES FOR THE CONDUCT OF THE MEETINGS OF THE MARINA CITY COUNCIL AND AMENDMENTS, attached hereto and incorporated by reference.

Section 3. Effective Date of Resolution. This Resolution shall take effect on immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting held this 20th day of June 2023, by the following vote:

AYES, COUNCIL MEMBERS: Visscher, McCarthy, Biala, Medina Dirksen, Delgado
NOES, COUNCIL MEMBERS: None
ABSENT, COUNCIL MEMBERS: None
ABSTAIN, COUNCIL MEMBERS: None

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

Adopted by Resolution No. 2023-68

RULES AND PROCEDURES FOR
THE CONDUCT OF THE MEETINGS OF THE MARINA CITY COUNCIL
AND AMENDMENTS

1. Purpose. The purpose of these Rules is to establish the procedure for the presentation and determination of matters coming before the Marina City Council, to provide for the fair and efficient consideration of said matters, and to insure that the public is fully informed of the matters coming before the City Council and has an opportunity to witness the deliberations of the members thereof in the conduct of public business, and that proper public involvement in the deliberations of the council be encouraged.

2. Regular Meetings. The City Council shall hold regular meetings on the first and third Tuesday of each month convening at the hour of 5:00 p.m. if there is to be a closed session and convening in open session at the hour of 6:30 p.m. in the Council Chambers of City Hall, 211 Hillcrest Avenue in the City, or such other place within the City limits to which said meeting may be adjourned. If by reason of fire, flood or other emergency it shall be unsafe to meet in City Hall, the meetings may be held for the duration of the emergency at such other place and at such hour as is designated by the Mayor or, if he should fail to act, by three members of the City Council. When the day for any regular meeting falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the following business day.

3. Study Sessions. The City Council shall meet in a study session on the first and third Tuesdays of each month at the hour of 7:00 o'clock p.m. in the Council Chamber of the City Hall, or at such other place as may be determined by the Council, for the purpose of hearing reports from the staff and reviewing, discussing and debating matters of interest to the City. Such sessions shall be open to the public and press. No official action shall be taken at a study session; provided, however, that nothing herein shall be deemed to prevent the taking of an informal vote on any matter under discussion. The participation of the public in such sessions shall be subject to the discretion of the presiding officer.

4. Special Meetings. Special meetings may be called at any time by the mayor, or by three members of the City Council, by delivering personally or by mail written notice to each Council Member and to each local newspaper of general circulation, radio or television station requesting notice in writing. Such notice must be delivered personally or by mail at least twenty-four hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings. Such written notice may be dispensed with as to any Council Member who at or prior to the time the meeting convenes files with the City Clerk a written waiver of notice. Such waiver may be given by telegram. Such written notice may also be dispensed with as to any Council Member who is actually present at the meeting at the time it convenes.

5. Meetings to be Public - Exception for Executive Sessions. All regular and special meetings of the City Council shall be public; provided, however, the City Council may hold executive sessions during a regular or special meeting, from which the public may be excluded,

for the purpose of considering the matters referred to in §§54957-54957.6 of the Government Code of the State of California, as may be amended.

No member of the City Council, employee of the City, or any other person present during an executive session of the Council shall disclose to any person the content or substance of any discussion which took place during said executive session unless the City Council shall authorize the disclosure of such information by majority vote.

6. Agenda. All reports, communications, ordinances, resolutions, contract documents or other matters to be submitted to the Council at a regular meeting shall be delivered to the City Clerk not later than 12:00 o'clock noon on the Wednesday preceding the meeting. The City Clerk shall prepare an agenda of all such matters according to the order of business (paragraph 8 herein below). The agenda shall be delivered or otherwise made available to the Council Members on the Friday preceding the Tuesday Council meeting to which it pertains, and shall be made available to the public no later than 10:00 o'clock a.m. on the Monday preceding the meeting. All matters shall be considered by the Council in the order listed on the agenda, to the extent of time available; provided, however, that the order of the agenda may be changed at any time by the unanimous consent of all Council Members then present at a meeting. Agenda items not considered or completed for lack of time shall become agenda items at the following meeting in accordance with the foregoing policies. No matters other than those on the agenda shall be finally acted upon by the Council; provided, however, that a matter deemed to be an emergency by any Council Member, the City Manager or the City Attorney, or a matter which would become moot if not acted upon at the council meeting at which it is brought up, with an explanation of the emergency or other necessity for bringing it up stated in open council meeting, may be placed upon the agenda by a motion, seconded and carried, and then may be considered and acted upon by the Council.

7. Council Correspondence.

a) Availability to the Public. Correspondence addressed to the City Council which is received by the City Clerk or any other officer or employee of the City *becomes a disclosable public record, unless subject to an exemptions under the California Public Records Act, as soon as it is received.* Correspondence received in the City Clerk's office or other offices after 12:00 o'clock noon on the Wednesday preceding a regular meeting shall not be placed on the agenda unless it concerns a matter to be considered by the Council at the next regular meeting or is determined by the Mayor or the City Manager to be an urgent matter which should be brought to the immediate attention of the Council. Correspondence shall not be read aloud at a Council meeting unless requested by a majority vote of the Council.

Authority of City Manager. The City Manager is authorized to open and examine all mail or other written communications addressed to the City Council and to give it immediate attention to the end that all administrative business referred to in said communications and not necessarily requiring Council action may be acted upon between Council meetings.

8. Order of Business and Consideration and Sequence of Agenda Items.

a) The business of the Council shall be taken up for consideration and disposition in the following order:

1. Call to Order 5:00 p.m. (if there is to be a Closed Session)
2. Roll Call and Establishment of Quorum
3. Closed Session (if any)
4. Open Regular Session (6:30 p.m.) - Report Any Action taken in Closed Session
5. Moment of Silence & Pledge of Allegiance
6. Special Presentations
7. Council and Staff Announcements
8. Public Comment – up to a maximum of three (3) minutes
9. Consent Agenda
10. Public Hearings
11. Other Council Action Items
12. Council & Staff Informational Reports
13. Adjournment

b) The Mayor, at their discretion and subject to majority vote overruling them, may re-arrange agenda items, provided that any items `pulled' from Item 9, `Consent Agenda' shall be considered following the last item of Item 11, `Other Council Action Items'.

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:

1. Mayor Introduces the Agenda Item
2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
3. Applicant/proponent, when appropriate, up to 10 minutes (at Presiding Officer's discretion)
4. Public Comments
5. Mayor Closes Public Hearing/Public Comments
6. Council Discussion
7. Council Motion and Brief Comment (1 minute each)
8. Council Vote

9. Preparation of Minutes. The City Clerk shall have exclusive responsibility for preparation of action minutes, and any directions for changes in the minutes shall be made only by majority action of the City Council.

10. Reading of Minutes. Unless the reading of the minutes of a Council meeting is ordered by a majority vote of the Council, such minutes may be approved without reading if the City Clerk has previously furnished each Council Member with a copy.

11. Presiding Officer. The Mayor shall be the Presiding Officer at all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tempore shall preside. In the absence of both the Mayor and Mayor Pro Tempore, the City Clerk shall call the Council to order, whereupon a temporary Presiding Officer shall be elected by the Council Members present to serve until the arrival of the Mayor or Mayor Pro Tempore or until adjournment. Wherever in these Rules the term Mayor is used, it shall apply equally to the Presiding Officer as defined in this section.

12. Powers and Duties of Presiding Officer.

a) Participation. The Presiding Officer may move, second, debate and vote from the Chair.

b) Question to be Stated. The Presiding Officer or such member of the City staff as they may designate shall verbally restate each question immediately prior to calling for the vote. Following the vote the City Clerk shall announce whether the question carried or was defeated. The Presiding Officer in their discretion may publicly explain the effect of a vote for the audience, or may direct a member of the City staff to do so, before proceeding to the next item of business.

c) Signing of Documents. The Presiding Officer shall sign all ordinances, resolutions, contracts, and other documents necessitating their signature which were adopted in their presence, unless they are unavailable, in which case the signature of an alternate Presiding Officer may be used.

d) Sworn Testimony. The Presiding Officer may require any person addressing the City Council to be sworn as a witness and to testify under oath, and the Presiding Officer shall so require if directed to do so by a majority vote of the Council.

13. Rules of Debate.

a) Getting the Floor. Every Council Member desiring to speak shall first address the Chair, gain recognition by the Presiding Officer, and shall confine themselves to the question under debate, avoiding personalities and indecorous language.

b) Questions to Staff. Every Council Member desiring to question the City staff shall, after recognition by the Presiding Officer, address their questions to the City Manager, the City Attorney, or to such other department head or member of the City staff as may be appropriate.

c) Interruptions. A Council Member, once recognized, shall not be interrupted when speaking unless called to order by the Presiding Officer, unless a point of order or personal privilege is raised by another Council Member, or unless the speaker chooses to yield to a question by another Council Member. If a Council Member while speaking is called to order, they shall cease speaking until the question of order is determined and, if determined to be in order, may then proceed. Members of the City staff, after recognition by the Presiding Officer,

shall hold the floor until completion of their remarks or until recognition is withdrawn by the Presiding Officer.

d) Points of Order. The Presiding Officer shall determine all points of order subject to the right of any Council Member to appeal to the Council. The Presiding Officer may consult with the City Manager or the City Attorney in connection with determining a point of order, or may refer the question involved to either one for determination. If an appeal is taken, the question shall be, "Shall the decision of the Presiding Officer be sustained?" A majority vote shall conclusively determine such question of order.

e) Point of Personal Privilege. The right of a Council Member to address the Council on a question of personal privilege shall be limited to cases in which their integrity, character or motives are questioned or where the welfare of the Council is concerned. A Council Member raising a point of personal privilege may interrupt another Council Member who has the floor only if the Presiding Officer recognizes the privilege.

f) Privilege of Closing Debate. The Council Member moving the adoption of an ordinance, resolution or motion shall have the privilege of closing debate.

g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken. During each round of discussion, each Council Member shall be allowed to speak for up to five (5) minutes.

14. Ordinances, Resolution and Motions--Precedents. When an ordinance, resolution or motion is properly brought before the Council and seconded by another Council Member, no other action shall be considered except a point of order, or a motion to adjourn to table, to table to a certain time, to close debate, to refer or to amend. Such items shall have precedence in the order stated in the preceding sentence. Points of order shall be ruled upon by the Presiding Officer, provided that such ruling may be overridden by a majority of the Council. All of such motions, except motions to amend, shall be put to a vote without debate and decided by a majority.

Any of the foregoing motions shall be in order at any time the speaker is duly recognized, except when repeated without intervening business or discussion, or if made when the motion to close debate has been adopted or while a vote is being taken.

a) Motion to Table. If a motion to table (without time certain) passes, consideration of the matter may be resumed only upon the motion of a member voting with the majority on the motion to table.

b) Motion to Close Debate. When a motion to close debate is duly made and seconded, there shall be no further debate. If the question carries, the Presiding Officer shall put pending amendment to a vote, without debate, in the inverse order of their introduction before putting the main question. If the question is decided negatively, the main question and its amendments remain before the council

c) Reconsideration. Providing that no intervening rights will be prejudiced, any Council Member who voted with the majority on a question may move the reconsideration of that question at the same meeting in which the original decision was made or at the next following meeting. After a motion for reconsideration has been acted upon, no other similar motion shall be made without unanimous consent.

15. Voting. Three affirmative votes are required to enact an ordinance or to adopt a resolution or motion granting a franchise or authorizing the payment or expenditure of money or incurring of a debt. The majority of a quorum is required to adopt other resolutions or motions. A "majority" refers to a majority of the quorum present.

Every ordinance shall be adopted by a roll call vote. All other matters may be referred to a vote unless a roll call is requested by any Council Member. On all matters for which a voice vote is authorized, the Presiding Officer may ask for, "objections to the question?" If no objection is expressed, the Presiding Officer shall, "so order," and the minutes shall record a unanimous vote in favor. If any Council Member objects to the procedure, a roll call vote shall be call in the normal manner.

After a vote has been announced, and except for comments pursuant to Rule 22, no Council member shall comment or continue to debate the vote.

16. Failure to Vote. Every Council Member should vote unless disqualified by reason of a conflict of interest. A Council Member who abstains from voting in effect consents that a majority of the quorum may decide the question voted upon.

17. Silence Constitutes Affirmative Vote. Unless a member of the Council states that they are not voting, their silence shall be recorded as an affirmative vote.

18. Tie Vote. Tie votes shall be lost motions and may be reconsidered.

19. Changing Vote. A member may change their vote only if they make a timely request to do so immediately following the announcement of the vote by the City Clerk and prior to the time that the next item in the order of business is taken up. A Council Member who publicly announces that they are abstaining from voting on a particular matter shall not subsequently be allowed to withdraw their abstention.

20. Disqualification for Conflict of Interest. Any Council Member who is disqualified from voting on a particular matter by reason of a conflict of interest shall publicly state or have the Presiding Officer state the nature of such disqualification in open meeting. Where no clearly disqualifying conflict of interest appears, the matter of disqualification may, at the request of the Council Member affected, be decided by the other Council Members or the City Attorney. A Council Member who is disqualified by reason of a conflict in interest in any matter shall not remain in their seat during the debate and vote on such matter, but shall request and be given the permission of the Presiding Officer to step down from the Council table. The Council Member

stating such disqualification shall not be counted as a part of a quorum and shall be considered absent for the purpose of determining the outcome of any vote on such matter.

21. Ex Parte Communications for Quasi-Judicial Matters. On quasi-judicial matters, Councilmembers shall verbally disclose off the record contacts relating to the item, after the item is called and before Council consideration of the matter. Disclosure shall include the identity of an individual(s) with whom the Council Member had contact, and the nature of the contact. Written ex parte communications must be forwarded to the City Clerk so they can be provided to the entire Council and to the public.

22. Remarks of Council Member and Synopsis of Debate. A Council Member may request through the Presiding Officer the privilege of having an abstract of their statement on any subject under consideration by the Council entered in the minutes. If the Council consents thereto, such statement shall be entered in the minutes.

23. Protest against Council Action. Any Council Member shall have the right to have the reasons for their dissent from, or protest against, any action of the Council entered in the minutes. Such dissent or protest to be entered in the minutes shall be made in the following manner: “I would like the minutes to show that I am opposed to this action for the following reasons...”.

24. Rules of Order. Except as otherwise provided in these Rules, other rules adopted by the City Council or applicable provisions of State law, the procedures of the Council shall be governed, to the extent applicable, by the latest revised edition of Robert’s Rules of Order.

25. Failure to Observe Rules of Order. Rules adopted to expedite the transaction of the business of the Council in an orderly fashion are deemed to be procedural only and the failure to strictly observe such rules shall not affect the jurisdiction of the Council or invalidate any action taken at a meeting that is otherwise held in conformity with law.

26. Ordinances, Resolutions and Contracts.

a) All ordinances Shall be Prepared by the City Attorney. No ordinance shall be prepared for presentation to the Council unless ordered by a majority vote of the Council, or requested by the Mayor, or City Manager, or prepared by the City Attorney on their own initiative.

b) Prior Approval by Administrative Staff. All ordinances, resolutions and contract documents shall, before presentation to the Council, have been approved as to form and legality by the City Attorney and shall have been examined and approved for administration by the City Manager or their authorized representative.

27. Reading of Ordinances and Resolutions. At the time of adoption of an ordinance or a resolution, it shall be read in full unless, after the reading of the title thereof, the further reading thereof is waived by unanimous consent of the Council Members present. Such consent may be expressed by a statement by the Presiding Officer that “if there is no objection, the further

reading of the ordinance or resolution shall be waived." If any Council Member so requests, the ordinance or resolution shall be read in full.

28. Addressing the Council.

a) Manner of Addressing Council. Each person desiring to address the Council shall, unless time is limited or otherwise specifically provided for in these rules or is granted by majority vote of the Council, limit their remarks to three (3) minutes, *which may be limited at the discretion of the Mayor depending on time available and the number of speakers*. All remarks shall be addressed to the Council as a whole and not to any member thereof.

b) Spokesman for Group of Persons. In order to expedite matters and to avoid repetitious presentations, whenever any group of persons wishes to address the Council on the same subject matter, it shall be proper for the Presiding Officer to request that a spokesperson be chosen by the group to address the Council and, in case additional information or matters are to be presented by any other member of said group, to limit the number of such persons addressing the Council.

c) After Motion. After a motion has been made or a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so by the City Council.

29. Rules of Decorum.

a) Council Members. While the Council is in session, the Members must preserve order and decorum, and a Member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Council nor disturb any Member while speaking or refuse to obey the orders of the Presiding Officer.

b) Employees. Members of the City staff and employees shall observe the same rules of order and decorum as are applicable to the City Council.

c) Persons Addressing the Council. Any person making impertinent, slanderous or profane remarks, or who becomes boisterous while addressing the Council, shall be called to order by the Presiding Officer and, if such conduct continues, may at the discretion of the Presiding Officer be barred from further audience before the Council during that meeting, unless permission to continue be granted by a majority of the Council.

d) Members of the Audience. Any person in the audience who engages in disorderly conduct such as hand clapping, stamping of feet, whistling, using profane language, yelling, and similar demonstrations, which conduct disturbs the peace and good order of the meeting, or who refuses to comply with the lawful orders of the Presiding Officer, shall be guilty of an infraction, and upon instructions from the Presiding Officer, it shall be the duty of the Sergeant at Arms to remove any such person from the Council Chamber and to place him under arrest or otherwise cause him to be prosecute under the law.

30. Enforcement of Decorum. The Director of Public Safety or such member or members of the Public Safety Department as they may designate, shall be Sergeant at Arms of the City Council and shall carry out all orders given by the Presiding Officer for the purpose of maintaining order and decorum at the Council meetings. Any Council Member may move to require the Presiding Officer to enforce the rules, and the affirmative vote of a majority of the Council shall require him to do so.

31. Public Hearings. The following rules shall apply to all public hearings, except when proceedings are held under general laws of the State of California which require different procedures

a) The Mayor shall state the subject matter of the hearing and declare the public hearing open. Before doing so, they may determine whether or not there are proponents or opponents who wish to make presentations, how many persons wish to be heard or other matters which may affect the conduct of the proceedings. The Mayor may impose and announce reasonable time limits on presentations or oral arguments by the public.

b) The City Manager or appropriate staff member shall give a factual summary of the matter.

c) Council Members shall disclose any ex parte communications.

d) The proponents shall be heard. (Written correspondence shall be summarized by the Clerk.)

e) The opponents shall be heard. (Written correspondence shall be summarized by the Clerk.

f) Each side shall be given a reasonable time for rebuttal. Additional speakers must limit their remarks to providing new information that was not already covered by other speakers.

g) Prior to the close of the public hearing, the Mayor shall give those persons wishing to place their names on the record as being for or against, without presenting an oral argument, an opportunity to do so.

h) The public hearing shall be declared closed.

i) The Council shall discuss and determine the matter.

j) After the public hearing is closed, the public shall not be recognized to speak except to answer any question not covered in the public hearing, and provided that whenever any such answer is given, the opposing side shall be given an opportunity to present facts in rebuttal of the answer given.

32. Policy on Public Input. It is the declared policy of the City Council that any member of the public wishing to be heard on a matter under consideration by the City Council shall be given

a reasonable opportunity to do so. Prior to the vote on any issue, the Mayor shall determine whether or not anyone present wishes to be heard. The Mayor may establish reasonable time limits for oral presentations and shall limit the presentation to the matter before the City Council at that time.

33. Absences from Council Meetings. Pursuant to Government Code §36513, if a City Council Member is absent without permission from all regular Council meetings for 60 days consecutively from the last regular meeting he attended, their office becomes vacant and shall be filled by the Council as any other vacancy. In addition, should any Council Member be absent from two (2) consecutive regular Council meetings, or from three (3) regular Council meetings in any six-month period, without permission from (i.e., not excused for good cause) the Council, the Council may determine that the best interests of the City would be served by said Council Member's resignation, and may request such resignation in a letter authorized by vote of the Council.

34. Automatic Adjournment. Unless otherwise adjourned, all meetings of the City Council shall automatically be adjourned at 10:00 o'clock p.m., except that a majority may by one or more motions act to extend the automatic adjournment for completion of a particular item or items, as specified in the motion to extend the time of adjournment.

35. Amendment of Rules. These rules may be amended by an affirmative vote of a majority of a quorum; provided, however, that except as to rules relating to adjournment, where a provision of these rules requires action by a specific affirmative vote which is greater than a majority of a quorum, then amendment to that rule requires the same vote required for the rule proposed to be amended.

EXHIBIT B

May 31, 2023 Item No. **13c**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of June 20, 2023

CITY COUNCIL CONSIDER ADOPTING RESOLUTION 2023- , AMENDING THE CITY'S RULES AND PROCEDURES FOR THE CONDUCT OF MEETINGS

REQUEST:

It is requested the City Council consider:

1. Adopting Resolution No. 2023- , which further amends the Rules and Procedures for the Conduct of Meetings (**EXHIBIT 1**).

BACKGROUND:

On December 12, 1980, the City Council adopted Resolution No. 80-71, "Establishing the Rules and Procedures for the Conduct of Meetings of the City Council" ("Rules and Procedures"). The Rules and Procedures govern Council conduct, and include provisions for setting meetings, order of the agendas, Council debate, and conflicts of interest. Council directed staff to bring forward proposals regarding the Rules and Procedures to increase public engagement and improve meeting efficiency. At its meeting on November 15, 2022, the Council approved Resolution 2022-138, authorizing revisions to the Rules and Procedures. A link to the staff report can be found at: https://www.cityofmarina.org/AgendaCenter/ViewFile/Agenda/_11152022-377.

DISCUSSION:

The City Council has been successfully implementing the new Rules and Procedures, and some additional changes have been proposed to increase meeting efficiency, and address new concerns.

A. Paragraph 7 – Council Correspondence

From time to time, Council Members have prepared written comments or presentations in regard to meeting agenda items. Providing materials in advance of the meeting would allow City staff the opportunity to make copies, review and/or respond if needed, and ensure any technical difficulties are addressed. Proposed language regarding such a policy is shown in italicized text as follows:

7. Council Correspondence.

   c) Council members providing written comments or materials regarding agenda items must provide such materials to the City Clerk no later than 10:00 a.m. the day of the Council meeting.

Council Members must keep in mind that their written comments should not be distributed to other Council Members outside of the public meeting.

Paragraph 8 - Consideration and Sequence of Agenda Items

In November, Council also approved changes to 8 c) regarding the sequence of an agenda item. Once the agenda item is presented by staff and the applicant/proponent, if any, the matter should be referred to the public for comment. Prior to public comment, the Council agreed that the only questions from Council would be "technical questions" that are imperative to understanding of the presentation and matter before Council, e.g., "*Is the contract for two or three years?" or "Is the not-to-exceed amount of $50,000 correct?"* All other questions (and discussion) by Council should be deferred until after the public has had the opportunity to provide input. In practice, the questions typically segue into extended discussion prior to soliciting the public comment. Proposed modifications to the sequence are shown in strike-out text below:

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:

1. Mayor Introduces the Agenda Item
2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
3. Applicant/proponent, when appropriate, up to ten (10) minutes (at Presiding Officer's discretion)
~~4. City Council Clarifying *Technical* Questions of Staff and Applicant/Proponent~~
4. *Public Comments*
5. Mayor Closes Public Hearing/Public Comments
6. Council Discussion
7. Council Motion and Brief Comment (1 minute each)
8. Council Vote

B. Paragraph 9 – Preparation of the Minutes

Council approved *"*action" minutes, which is recommended by Robert's Rules of Order. Action minutes will reduce staff time and effort required to prepare detailed minutes, which are no longer needed given current Council meetings are recorded and available through AMP and YouTube. Paragraph 9 of the Rules was modified accordingly. Council directed staff to come back with guidelines and samples for action minutes. A sample is attached as **EXHIBIT 2**. Guidelines can be developed as experience is gained in creating action minutes.

C. Paragraph 13 – Debate

To enhance equitable debate, and manage time more efficiently, Council approved a modification to the Rules to limit the initial comment period by Councilmembers to five (5) minutes. However, Council may have intended the five (5)-minute limit to apply to those Councilmembers participating in additional rounds of discussion. Proposed deletions are noted in strikeout font; proposed additions are in italicized, underlined text:

13. Rules of Debate.

g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken. During *each* ~~the~~ ~~initial~~ round of discussion, each Council Member shall be allowed to speak for up to five (5) minutes.

D. New Rule – Ex Parte Disclosure

Rules regulating disclosure of ex parte communications to decision makers have arisen from concerns regarding fairness and due process rights. An ex parte communication is any material or substantive oral or written communication with a Council Member that is relevant to an adjudicatory or quasi-judicial proceeding (such as a public hearing) that takes place outside of a noticed proceeding open to all parties. The same concerns do not apply with purely legislative proceedings such as adopting an ordinance.

Generally, quasi-judicial proceedings are identified by whether a) the matter requires advance notice and hearing; b) the decision must be based upon specific findings of fact; and c) the decision applies law to specific facts to make a determination of a specific person's rights or interests.

Ex parte communications include oral and written information, but can also include other input, such as information obtained during a site visit. Non-substantive communications that do not include factual information to influence a Council Member do not violate due process.

Case law makes clear that pre-hearing disclosure of ex parte communications protects the due process rights of the non-present parties to the matter. The disclosure should be complete and detailed. Ex parte communications between the Council's closure of public hearing and decision should be prohibited, i.e., the decision is delayed to a future meeting for example.

Language could be added to the Rules as a stand-alone rule, following conflicts of interest, and in regards to public hearings.

Proposed additions are shown in italicized text:

> *21. Ex Parte Communications for Quasi-Judicial Matters. On quasi-judicial matters, Councilmembers shall verbally disclose off the record contacts relating to the item, after the item is called and before Council consideration of the matter. Disclosure shall include the identity of an individual(s) with whom the Council Member had contact, and the nature of the contact. Written ex parte communications must be forwarded to the City Clerk so they can be provided to the entire Council and to the public.*

3~~0~~*1*. Public Hearings. The following rules shall apply to all public hearings, except when proceedings are held under general laws of the State of California that require different procedures

a) The Mayor shall state the subject matter of the hearing and declare the public hearing open. Before doing so, they may determine whether or not there are proponents or opponents who wish to make presentations, how many persons wish to be heard, or other matters which may affect the conduct of the proceedings. The Mayor may impose and announce reasonable time limits on presentations or oral arguments by the public.

b) The City Manager or appropriate staff member shall give a factual summary of the matter.

c) Council Members shall disclose any ex parte communications.

. . .

CEQA:

Adoption of Resolution 2023- , which amends the City's Rules and is not subject to California Environmental Quality Act (CEQA) as it is not a "project" pursuant to Section 15378 of the CEQA Guidelines.

FISCAL IMPACT:

None identified.

CONCLUSION:

This request is submitted for City Council consideration and potential action.

Respectfully submitted,

Heidi A. Quinn

_____

Heidi Quinn
Interim City Attorney
City of Marina

Exhibit 1

RESOLUTION NO. 2023-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AMENDING THE RULES AND PROCEDURES FOR THE CONDUCT OF MEETINGS

WHEREAS, at the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71 Establishing the Rules and Procedures for the Conduct of Meetings of the City Council ("Rules and Procedures");

WHEREAS, the City Council previously amended the Rules and Procedures by adopting Resolution Nos. 85-1, 90-09, 91-17, 92-30, 94-15, 98-03, 99-01, 2001-106, 2009-41, 2011-32, 2011-33, 2011-65, and 2019-107 (collectively, "Amendments");

WHEREAS, at its meeting on November 15, 2022, the Council approved Resolution 2022-138 authorizing revisions to the Rules and Procedures;

WHEREAS, staff proposes further modifications to Rules and Procedures, as provided in Exhibit A attached hereto, specifically to Paragraph 7 regarding Council Correspondence, Paragraph 8 regarding the Consideration and Sequence of Agenda Items, Paragraph 13 regarding Debate, and new Paragraph 21 regarding Ex Parte Disclosures; and

WHEREAS, amendment of the Rules and Procedures is not subject to California Environmental Quality Act (CEQA) as it is not a "project" pursuant to Section 15378 of the CEQA Guidelines.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MARINA DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Rules and Procedures. The Rules and Procedures shall be modified as set forth in Exhibit A, RULES AND PROCEDURES FOR THE CONDUCT OF THE MEETINGS OF THE MARINA CITY COUNCIL AND AMENDMENTS, attached hereto and incorporated by reference.

Section 3. Effective Date of Resolution. This Resolution shall take effect on immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting held this 20th day of June 2023, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

Adopted by Resolution No. 2023-

PROPOSED RULES AND PROCEDURES FOR THE CONDUCT OF THE MEETINGS OF THE MARINA CITY COUNCIL AND AMENDMENTS

1. Purpose. The purpose of these Rules is to establish the procedure for the presentation and determination of matters coming before the Marina City Council, to provide for the fair and efficient consideration of said matters, and to insure that the public is fully informed of the matters coming before the City Council and has an opportunity to witness the deliberations of the members thereof in the conduct of public business, and that proper public involvement in the deliberations of the council be encouraged.

2. Regular Meetings. The City Council shall hold regular meetings on the first and third Tuesday of each month convening at the hour of 5:00 p.m. if there is to be a closed session and convening in open session at the hour of 6:30 p.m. in the Council Chambers of City Hall, 211 Hillcrest Avenue in the City, or such other place within the City limits to which said meeting may be adjourned. If by reason of fire, flood or other emergency it shall be unsafe to meet in City Hall, the meetings may be held for the duration of the emergency at such other place and at such hour as is designated by the Mayor or, if he should fail to act, by three members of the City Council. When the day for any regular meeting falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the following business day.

3. Study Sessions. The City Council shall meet in a study session on the first and third Tuesdays of each month at the hour of 7:00 o'clock p.m. in the Council Chamber of the City Hall, or at such other place as may be determined by the Council, for the purpose of hearing reports from the staff and reviewing, discussing and debating matters of interest to the City. Such sessions shall be open to the public and press. No official action shall be taken at a study session; provided, however, that nothing herein shall be deemed to prevent the taking of an informal vote on any matter under discussion. The participation of the public in such sessions shall be subject to the discretion of the presiding officer.

4. Special Meetings. Special meetings may be called at any time by the mayor, or by three members of the City Council, by delivering personally or by mail written notice to each Council Member and to each local newspaper of general circulation, radio or television station requesting notice in writing. Such notice must be delivered personally or by mail at least twenty-four hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings. Such written notice may be dispensed with as to any Council Member who at or prior to the time the meeting convenes files with the City Clerk a written waiver of notice. Such waiver may be given by telegram. Such written notice may also be dispensed with as to any Council Member who is actually present at the meeting at the time it convenes.

5. Meetings to be Public - Exception for Executive Sessions. All regular and special meetings of the City Council shall be public; provided, however, the City Council may hold executive sessions during a regular or special meeting, from which the public may be excluded, for the purpose of considering the matters referred to in §§54957-54957.6 of the Government Code of the State of California, as may be amended.

No member of the City Council, employee of the City, or any other person present during an executive session of the Council shall disclose to any person the content or substance of any discussion which took place during said executive session unless the City Council shall authorize the disclosure of such information by majority vote.

6. Agenda. All reports, communications, ordinances, resolutions, contract documents or other matters to be submitted to the Council at a regular meeting shall be delivered to the City Clerk not later than 12:00 o'clock noon on the Wednesday preceding the meeting. The City Clerk shall prepare an agenda of all such matters according to the order of business (paragraph 8 herein below). The agenda shall be delivered or otherwise made available to the Council Members on the Friday preceding the Tuesday Council meeting to which it pertains, and shall be made available to the public no later than 10:00 o'clock a.m. on the Monday preceding the meeting. All matters shall be considered by the Council in the order listed on the agenda, to the extent of time available; provided, however, that the order of the agenda may be changed at any time by the unanimous consent of all Council Members then present at a meeting. Agenda items not considered or completed for lack of time shall become agenda items at the following meeting in accordance with the foregoing policies. No matters other than those on the agenda shall be finally acted upon by the Council; provided, however, that a matter deemed to be an emergency by any Council Member, the City Manager or the City Attorney, or a matter which would become moot if not acted upon at the council meeting at which it is brought up, with an explanation of the emergency or other necessity for bringing it up stated in open council meeting, may be placed upon the agenda by a motion, seconded and carried, and then may be considered and acted upon by the Council.

7. Council Correspondence.

a) Availability to the Public. Correspondence addressed to the City Council which is received by the City Clerk or any other officer or employee of the City *becomes a disclosable public record, unless subject to an exemptions under the California Public Records Act, as soon as it is received*. Correspondence received in the City Clerk's office or other offices after 12:00 o'clock noon on the Wednesday preceding a regular meeting shall not be placed on the agenda unless it concerns a matter to be considered by the Council at the next regular meeting or is determined by the Mayor or the City Manager to be an urgent matter which should be brought to the immediate attention of the Council. Correspondence shall not be read aloud at a Council meeting unless requested by a majority vote of the Council.

b) Authority of City Manager. The City Manager is authorized to open and examine all mail or other written communications addressed to the City Council and to give it immediate attention to the end that all administrative business referred to in said communications and not necessarily requiring Council action may be acted upon between Council meetings.

c) Council members providing written comments or materials regarding agenda items must provide such materials to the City Clerk no later than 10:00 a.m. the day of the Council meeting.

8. Order of Business and Consideration and Sequence of Agenda Items.

a) The business of the Council shall be taken up for consideration and disposition in the following order:

1. Call to Order 5:00 p.m. (if there is to be a Closed Session)
2. Roll Call and Establishment of Quorum
3. Closed Session (if any)
4. Open Regular Session (6:30 p.m.) - Report Any Action taken in Closed Session
5. Moment of Silence & Pledge of Allegiance
6. Special Presentations
7. Council and Staff Announcements
8. Public Comment – up to a maximum of three (3) minutes
9. Consent Agenda
10. Public Hearings
11. Other Council Action Items
12. Council & Staff Informational Reports
13. Adjournment

b) The Mayor, at their discretion and subject to majority vote overruling them, may re-arrange agenda items, provided that any items `pulled' from Item 9, `Consent Agenda' shall be considered following the last item of Item 11, `Other Council Action Items'.

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:

1. Mayor Introduces the Agenda Item
2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
3. Applicant/proponent, when appropriate, up to 10 minutes (at Presiding Officer's discretion)
4. Public Comments
5. Mayor Closes Public Hearing/Public Comments
6. Council Discussion
7. Council Motion and Brief Comment (1 minute each)
8. Council Vote

9. Preparation of Minutes. The City Clerk shall have exclusive responsibility for preparation of action minutes, and any directions for changes in the minutes shall be made only by majority action of the City Council.

10. Reading of Minutes. Unless the reading of the minutes of a Council meeting is ordered by a majority vote of the Council, such minutes may be approved without reading if the City Clerk has previously furnished each Council Member with a copy.

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11. Presiding Officer. The Mayor shall be the Presiding Officer at all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tempore shall preside. In the absence of both the Mayor and Mayor Pro Tempore, the City Clerk shall call the Council to order, whereupon a temporary Presiding Officer shall be elected by the Council Members present to serve until the arrival of the Mayor or Mayor Pro Tempore or until adjournment. Wherever in these Rules the term Mayor is used, it shall apply equally to the Presiding Officer as defined in this section.

12. Powers and Duties of Presiding Officer.

a) Participation. The Presiding Officer may move, second, debate and vote from the Chair.

b) Question to be Stated. The Presiding Officer or such member of the City staff as they may designate shall verbally restate each question immediately prior to calling for the vote. Following the vote the City Clerk shall announce whether the question carried or was defeated. The Presiding Officer in their discretion may publicly explain the effect of a vote for the audience, or may direct a member of the City staff to do so, before proceeding to the next item of business.

c) Signing of Documents. The Presiding Officer shall sign all ordinances, resolutions, contracts, and other documents necessitating their signature which were adopted in their presence, unless they are unavailable, in which case the signature of an alternate Presiding Officer may be used.

d) Sworn Testimony. The Presiding Officer may require any person addressing the City Council to be sworn as a witness and to testify under oath, and the Presiding Officer shall so require if directed to do so by a majority vote of the Council.

13. Rules of Debate.

a) Getting the Floor. Every Council Member desiring to speak shall first address the Chair, gain recognition by the Presiding Officer, and shall confine themselves to the question under debate, avoiding personalities and indecorous language.

b) Questions to Staff. Every Council Member desiring to question the City staff shall, after recognition by the Presiding Officer, address their questions to the City Manager, the City Attorney, or to such other department head or member of the City staff as may be appropriate.

c) Interruptions. A Council Member, once recognized, shall not be interrupted when speaking unless called to order by the Presiding Officer, unless a point of order or personal privilege is raised by another Council Member, or unless the speaker chooses to yield to a question by another Council Member. If a Council Member while speaking is called to order, they shall cease speaking until the question of order is determined and, if determined to be in order, may then proceed. Members of the City staff, after recognition by the Presiding Officer, shall hold the floor until completion of their remarks or until recognition is withdrawn by the Presiding Officer.

d) Points of Order. The Presiding Officer shall determine all points of order subject to the right of any Council Member to appeal to the Council. The Presiding Officer may consult with

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the City Manager or the City Attorney in connection with determining a point of order, or may refer the question involved to either one for determination. If an appeal is taken, the question shall be, "Shall the decision of the Presiding Officer be sustained?" A majority vote shall conclusively determine such question of order.

e) Point of Personal Privilege. The right of a Council Member to address the Council on a question of personal privilege shall be limited to cases in which their integrity, character or motives are questioned or where the welfare of the Council is concerned. A Council Member raising a point of personal privilege may interrupt another Council Member who has the floor only if the Presiding Officer recognizes the privilege.

f) Privilege of Closing Debate. The Council Member moving the adoption of an ordinance, resolution or motion shall have the privilege of closing debate.

g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken. During each round of discussion, each Council Member shall be allowed to speak for up to five (5) minutes.

14. Ordinances, Resolution and Motions--Precedents. When an ordinance, resolution or motion is properly brought before the Council and seconded by another Council Member, no other action shall be considered except a point of order, or a motion to adjourn to table, to table to a certain time, to close debate, to refer or to amend. Such items shall have precedence in the order stated in the preceding sentence. Points of order shall be ruled upon by the Presiding Officer, provided that such ruling may be overridden by a majority of the Council. All of such motions, except motions to amend, shall be put to a vote without debate and decided by a majority.

Any of the foregoing motions shall be in order at any time the speaker is duly recognized, except when repeated without intervening business or discussion, or if made when the motion to close debate has been adopted or while a vote is being taken.

a) Motion to Table. If a motion to table (without time certain) passes, consideration of the matter may be resumed only upon the motion of a member voting with the majority on the motion to table.

b) Motion to Close Debate. When a motion to close debate is duly made and seconded, there shall be no further debate. If the question carries, the Presiding Officer shall put pending amendment to a vote, without debate, in the inverse order of their introduction before putting the main question. If the question is decided negatively, the main question and its amendments remain before the council

c) Reconsideration. Providing that no intervening rights will be prejudiced, any Council Member who voted with the majority on a question may move the reconsideration of that question at the same meeting in which the original decision was made or at the next following meeting. After a motion for reconsideration has been acted upon, no other similar motion shall be made without unanimous consent.

15. Voting. Three affirmative votes are required to enact an ordinance or to adopt a resolution or motion granting a franchise or authorizing the payment or expenditure of money or incurring of a debt. The majority of a quorum is required to adopt other resolutions or motions. A "majority" refers to a majority of the quorum present.

Every ordinance shall be adopted by a roll call vote. All other matters may be referred to a vote unless a roll call is requested by any Council Member. On all matters for which a voice vote is authorized, the Presiding Officer may ask for, "objections to the question?" If no objection is expressed, the Presiding Officer shall, "so order," and the minutes shall record a unanimous vote in favor. If any Council Member objects to the procedure, a roll call vote shall be call in the normal manner.

After a vote has been announced, and except for comments pursuant to Rule 22, no Council member shall comment or continue to debate the vote.

16. Failure to Vote. Every Council Member should vote unless disqualified by reason of a conflict of interest. A Council Member who abstains from voting in effect consents that a majority of the quorum may decide the question voted upon.

17. Silence Constitutes Affirmative Vote. Unless a member of the Council states that they are not voting, their silence shall be recorded as an affirmative vote.

18. Tie Vote. Tie votes shall be lost motions and may be reconsidered.

19. Changing Vote. A member may change their vote only if they make a timely request to do so immediately following the announcement of the vote by the City Clerk and prior to the time that the next item in the order of business is taken up. A Council Member who publicly announces that they are abstaining from voting on a particular matter shall not subsequently be allowed to withdraw their abstention.

20. Disqualification for Conflict of Interest. Any Council Member who is disqualified from voting on a particular matter by reason of a conflict of interest shall publicly state or have the Presiding Officer state the nature of such disqualification in open meeting. Where no clearly disqualifying conflict of interest appears, the matter of disqualification may, at the request of the Council Member affected, be decided by the other Council Members or the City Attorney. A Council Member who is disqualified by reason of a conflict in interest in any matter shall not remain in their seat during the debate and vote on such matter, but shall request and be given the permission of the Presiding Officer to step down from the Council table. The Council Member stating such disqualification shall not be counted as a part of a quorum and shall be considered absent for the purpose of determining the outcome of any vote on such matter.

21. Ex Parte Communications for Quasi-Judicial Matters. On quasi-judicial matters, Councilmembers shall verbally disclose off the record contacts relating to the item, after the item is called and before Council consideration of the matter. Disclosure shall include the identity of an individual(s) with whom the Council Member had contact, and the nature of the contact. Written

ex parte communications must be forwarded to the City Clerk so they can be provided to the entire Council and to the public.

22. Remarks of Council Member and Synopsis of Debate. A Council Member may request through the Presiding Officer the privilege of having an abstract of their statement on any subject under consideration by the Council entered in the minutes. If the Council consents thereto, such statement shall be entered in the minutes.

23. Protest against Council Action. Any Council Member shall have the right to have the reasons for their dissent from, or protest against, any action of the Council entered in the minutes. Such dissent or protest to be entered in the minutes shall be made in the following manner: "I would like the minutes to show that I am opposed to this action for the following reasons...".

24. Rules of Order. Except as otherwise provided in these Rules, other rules adopted by the City Council or applicable provisions of State law, the procedures of the Council shall be governed, to the extent applicable, by the latest revised edition of Robert's Rules of Order.

25. Failure to Observe Rules of Order. Rules adopted to expedite the transaction of the business of the Council in an orderly fashion are deemed to be procedural only and the failure to strictly observe such rules shall not affect the jurisdiction of the Council or invalidate any action taken at a meeting that is otherwise held in conformity with law.

26. Ordinances, Resolutions and Contracts.

a) All ordinances Shall be Prepared by the City Attorney. No ordinance shall be prepared for presentation to the Council unless ordered by a majority vote of the Council, or requested by the Mayor, or City Manager, or prepared by the City Attorney on their own initiative.

b) Prior Approval by Administrative Staff. All ordinances, resolutions and contract documents shall, before presentation to the Council, have been approved as to form and legality by the City Attorney and shall have been examined and approved for administration by the City Manager or their authorized representative.

27. Reading of Ordinances and Resolutions. At the time of adoption of an ordinance or a resolution, it shall be read in full unless, after the reading of the title thereof, the further reading thereof is waived by unanimous consent of the Council Members present. Such consent may be expressed by a statement by the Presiding Officer that "if there is no objection, the further reading of the ordinance or resolution shall be waived." If any Council Member so requests, the ordinance or resolution shall be read in full.

28. Addressing the Council.

a) Manner of Addressing Council. Each person desiring to address the Council shall, unless time is limited or otherwise specifically provided for in these rules or is granted by majority vote of the Council, limit their remarks to three (3) minutes, *which may be limited at the discretion*

of the Mayor depending on time available and the number of speakers. All remarks shall be addressed to the Council as a whole and not to any member thereof.

b) Spokesman for Group of Persons. In order to expedite matters and to avoid repetitious presentations, whenever any group of persons wishes to address the Council on the same subject matter, it shall be proper for the Presiding Officer to request that a spokesperson be chosen by the group to address the Council and, in case additional information or matters are to be presented by any other member of said group, to limit the number of such persons addressing the Council.

c) After Motion. After a motion has been made or a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so by the City Council.

29. Rules of Decorum.

a) Council Members. While the Council is in session, the Members must preserve order and decorum, and a Member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Council nor disturb any Member while speaking or refuse to obey the orders of the Presiding Officer.

b) Employees. Members of the City staff and employees shall observe the same rules of order and decorum as are applicable to the City Council.

c) Persons Addressing the Council. Any person making impertinent, slanderous or profane remarks, or who becomes boisterous while addressing the Council, shall be called to order by the Presiding Officer and, if such conduct continues, may at the discretion of the Presiding Officer be barred from further audience before the Council during that meeting, unless permission to continue be granted by a majority of the Council.

d) Members of the Audience. Any person in the audience who engages in disorderly conduct such as hand clapping, stamping of feet, whistling, using profane language, yelling, and similar demonstrations, which conduct disturbs the peace and good order of the meeting, or who refuses to comply with the lawful orders of the Presiding Officer, shall be guilty of an infraction, and upon instructions from the Presiding Officer, it shall be the duty of the Sergeant at Arms to remove any such person from the Council Chamber and to place him under arrest or otherwise cause him to be prosecute under the law.

30. Enforcement of Decorum. The Director of Public Safety or such member or members of the Public Safety Department as they may designate, shall be Sergeant at Arms of the City Council and shall carry out all orders given by the Presiding Officer for the purpose of maintaining order and decorum at the Council meetings. Any Council Member may move to require the Presiding Officer to enforce the rules, and the affirmative vote of a majority of the Council shall require him to do so.

31. Public Hearings. The following rules shall apply to all public hearings, except when proceedings are held under general laws of the State of California which require different procedures

a) The Mayor shall state the subject matter of the hearing and declare the public hearing open. Before doing so, they may determine whether or not there are proponents or opponents who wish to make presentations, how many persons wish to be heard or other matters which may affect the conduct of the proceedings. The Mayor may impose and announce reasonable time limits on presentations or oral arguments by the public.

b) The City Manager or appropriate staff member shall give a factual summary of the matter.

c) Council Members shall disclose any ex parte communications.

d) The proponents shall be heard. (Written correspondence shall be summarized by the Clerk.)

e) The opponents shall be heard. (Written correspondence shall be summarized by the Clerk.

f) Each side shall be given a reasonable time for rebuttal. Additional speakers must limit their remarks to providing new information that was not already covered by other speakers.

g) Prior to the close of the public hearing, the Mayor shall give those persons wishing to place their names on the record as being for or against, without presenting an oral argument, an opportunity to do so.

h) The public hearing shall be declared closed.

i) The Council shall discuss and determine the matter.

j) After the public hearing is closed, the public shall not be recognized to speak except to answer any question not covered in the public hearing, and provided that whenever any such answer is given, the opposing side shall be given an opportunity to present facts in rebuttal of the answer given.

32. Policy on Public Input. It is the declared policy of the City Council that any member of the public wishing to be heard on a matter under consideration by the City Council shall be given a reasonable opportunity to do so. Prior to the vote on any issue, the Mayor shall determine whether or not anyone present wishes to be heard. The Mayor may establish reasonable time limits for oral presentations and shall limit the presentation to the matter before the City Council at that time.

33. Absences from Council Meetings. Pursuant to Government Code §36513, if a City Council Member is absent without permission from all regular Council meetings for 60 days consecutively from the last regular meeting he attended, their office becomes vacant and shall be filled by the

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Council as any other vacancy. In addition, should any Council Member be absent from two (2) consecutive regular Council meetings, or from three (3) regular Council meetings in any six-month period, without permission from (i.e., not excused for good cause) the Council, the Council may determine that the best interests of the City would be served by said Council Member's resignation, and may request such resignation in a letter authorized by vote of the Council.

34. Automatic Adjournment. Unless otherwise adjourned, all meetings of the City Council shall automatically be adjourned at 10:00 o'clock p.m., except that a majority may by one or more motions act to extend the automatic adjournment to not later than a specified time, or for completion of a particular item or items, as specified in the motion to extend the time of adjournment.

35. Amendment of Rules. These rules may be amended by an affirmative vote of a majority of a quorum; provided, however, that except as to rules relating to adjournment, where a provision of these rules requires action by a specific affirmative vote which is greater than a majority of a quorum, then amendment to that rule requires the same vote required for the rule proposed to be amended.

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Exhibit 2 - Proposed Guidelines for Action Minutes

Action minutes record what is done, not what is said. Detailed minutes of discussion can be subjective and aren't necessary given meetings are recorded.

Public hearings, Council study sessions and committee meeting minutes may include more detail.

What to Include:

- Each main motion and its disposition (passed, failed, referred, postponed, etc.).
- Include all points of order, appeals, and the result. If a motion does not receive a second, it need not be noted.
- Reasons for the decision can be included in the "whereas" clauses of Resolutions and Ordinances rather than stated on the record.
- Amendments to a motion must be tracked but each amendment does not need to be included; rather the final text of the motion can provide, "After discussion and amendment, the following motion was approved . . ."
- The final vote must be recorded and indicate how each Council Member voted.

What Doesn't Need to be Included:

- Minor procedural motions such as approving the agenda or calling the question
- Withdrawn motions
- Written summaries of oral reports.
- Detailed public comment. It is sufficient to say that "public comment was provided."

Notes:

A person does not have to have been present at a meeting in participate in approval of the minutes

Minutes should not be approved at a special meeting but held until the next regular meeting.

Approved minutes may be changed at any time using the motion "to amend something previously adopted." The changes are noted on the minutes being changed, and signed.

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EXHIBIT C

November 9, 2022 Item No. **11b**

Honorable Mayor and Members of the Marina City Council

City Council Meeting of November 15, 2022

CITY COUNCIL CONSIDER ADOPTING RESOLUTION 2022-, WHICH REPEALS AND REPLACES RESOLUTION NO. 80-71, AS AMENDED, REGARDING BEST PRACTICES FOR PUBLIC ENGAGEMENT AND MEETING EFFICIENCY

REQUEST:

It is requested the City Council consider:

1. Adopting Resolution No. 2022-, which appeals and replaces Resolution No. 80-71, as amended, Establishing the Rules and Procedures for the Conduct of Meetings (**Exhibit 1**); and
2. Approving an Agenda format in substantially the same form as **Exhibit 2**.

BACKGROUND:

On December 12, 1980, the City Council adopted Resolution No. 80-71, "Establishing the Rules and Procedures for the Conduct of Meetings of the City Council" ("Rules and Procedures"). The Rules and Procedures have been amended over the years,[1] and govern Council conduct, and include provisions for setting meetings, order of the agendas, Council debate, and conflicts of interest. Council recently directed staff to bring forward proposals regarding the Rules and Procedures to increase public engagement and improve meeting efficiency.

At its meeting on November 1, 2022, Council approved revisions to the Rules and Procedures and the meeting agenda template, as detailed below, and directed staff to prepare an integrated resolution and agenda template. A link to the November 1, 2022 staff report can be found at: https://www.cityofmarina.org/AgendaCenter/ViewFile/Agenda/_11012022-374.

DISCUSSION:

Changes to the Rules and Procedures

A. Paragraph 8 - Order of Business and Consideration and Sequence of Agenda Items

Council approved changes to the Rules and Procedures, Paragraph 8 a) pertaining to the order of business. "Council and Staff Announcements" have been separated from "Public Comment." Changes were also made to adjust the numbering, and update the provisions with gender-neutral language (8 b)).

Council also approved changes to 8 c) regarding the sequence of an agenda item. Once the agenda item is presented by staff and the applicant/proponent, if any, the matter should be referred to the public for comment. The only questions posed by Council at this time should be "technical questions" that are imperative to understanding of the presentation and matter before Council, e.g., "*Is the contract for two or three years?" or "Is the not-to-exceed amount of $50,000 correct?"* All other questions (and discussion) by Council should be deferred until after the public has had the opportunity to provide input.

[1] See Resolutions 85-1, 90-09, 91-17, 92-30, 94-15, 98-03, 99-01, 2001-106, 2009-41, 2011-32, 2011-33, 2011-65, and 2019-107 (collectively, "Amendments").

Once public comment is closed, Council will have "2 bites of the apple" during the "Council Discussion" and "Council Motion and Brief Comment" periods. Council approved a five-minute limitation during the initial round of discussion, which is addressed in Rule 13g). Council also approved a one-minute limitation on a Councilmember's comment after a motion is made, which is addressed in the Agenda. Modifications are set forth in italicized font; deletions are noted in strikeout font:

8. Order of Business and Consideration and Sequence of Agenda Items.

a) The business of the City Council shall be taken up for consideration and disposition in the following order:

1. Call to Order 5:00p.m. (if there is to be a Closed Session)
2. Roll Call and Establishment of Quorum
3. Closed Session (if any)
4. Open Regular Session (6:30 p.m.) - Report Any Action taken in Closed Session
5. Moment of Silence & Pledge of Allegiance
6. Special Presentations - *no action; no public comment*
7. ~~Special~~ *Council and Staff* Announcements ~~*and Communications from the Floor*~~
8. *Public Comment – Up to a maximum of three (3) minutes per person*
9. Consent Agenda
10. Public Hearings
11. Other Council Action Items
12. Council & Staff Informational Reports – *no action taken, no public comment*
13. Adjournment

b) The Mayor, at *their* ~~his/her~~ discretion and subject to majority vote overruling *them* ~~him/her~~, may re-arrange agenda items, provided that any items 'pulled' from Item *9*~~8~~, 'Consent Agenda' shall be considered following the last item of ltem *11*~~10~~, "Other Council Action Items."

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:

1. Mayor Introduces the Agenda Item
2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
3. Applicant/proponent, when appropriate, up to ten (10) minutes (at Presiding Officer's discretion)
4. City Council ~~Clarifying~~ *Technical* Questions of Staff and Applicant/Proponent
5. ~~Brief Council Comments and Motion~~ *Public Comments* – up to a maximum of ~~four~~ *three* (~~4~~3) minutes per person
6. Mayor Closes Public Hearing/Public Comments
7. Council Discussion
8. *Council Motion and Brief Comment (1 minute each)*
9. Council Vote

B. Paragraph 9 - Preparation of the Minutes:

Council approved "action" minutes, which is the guideline of Robert's Rules of Order. This will reduce staff time and effort required to prepare detailed minutes, which are no longer needed given current Council meetings are recorded and available through AMP and YouTube. The proposed modification to the Rules is set forth below (additions shown in italicized font; deletions in strikeout font):

> 9. Preparation of Minutes. The City Clerk shall have exclusive responsibility for preparation of ~~the~~ *action* minutes, and any directions for changes in the minutes shall be made only by majority action of the City Council.

Council directed staff to come back with guidelines and samples for action minutes.

C. Paragraphs 13 and 15 - Debate:

To enhance equitable debate, and manage time more efficiently, Council approved a modification to limit the initial comment period by Councilmembers to five (5) minutes. Additions are shown in italicized font:

> 13. Rules of Debate.
>
> g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken. *During the initial round of discussion, each Council Member shall be allowed to speak for up to five (5) minutes.*

Council also recommended that after a vote and majority approval on an agenda item, there shall not be continued comment or debate by Council.

> 15. Voting. Three affirmative votes are required to enact an ordinance or to adopt a resolution or motion granting a franchise or authorizing the payment or expenditure of money or incurring of a debt. The majority of a quorum is required to adopt other resolutions or motions. A "majority" refers to a majority of the quorum present.
>
> Every ordinance shall be adopted by a roll call vote. All other matters may be referred to a vote unless a roll call is requested by any Council Member. On all matters for which a voice vote is authorized, the Presiding Officer may ask for, "objections to the question?" If no objection is expressed, the Presiding Officer shall, "so order," and the minutes shall record a unanimous vote in favor. If any Council Member objects to the procedure, a roll call vote shall be call in the normal manner.
>
> *After a vote has been announced, and except for comments pursuant to Rule 22, no Council member shall comment or continue to debate the vote.*

D. Paragraph 27 - Manner of Addressing Council

Paragraph 27 sets forth the allotted time for public comments. Council approved modifications to eliminate the requirement that members of the public provide their names as prerequisite to speaking, and limit public comment to up to three (3) minutes, at the discretion of the Mayor. Proposed additions are shown in italicized font; deletions are in strikeout font:

27. Addressing the Council

a) Manner of Addressing Council. Each person desiring to address the Council ~~shall step up to the speaker's rostrum, state his name and address for the record, state the subject he wishes to discuss, state whom he is representing if he represents an organization or other persons, and, unless further time is otherwise specifically provided for in these rules or is granted by majority vote of the Council, shall limit his remarks~~ *may comment for up to* ~~four~~ *three* (~~4~~*3*) minutes, *which may be limited at the discretion of the Mayor depending on time available and the number of speakers*. All remarks shall be addressed to the Council as a whole and not to any member thereof. ~~No question shall be asked a Council Member or a member of the City staff without the permission of the Presiding Officer.~~

Further, as Council re-ordered consideration of agenda items to entertain public comment prior to Council discussion and a motion, the following subsection has also been modified (additions shown in italicized text):

c) After Motion *or Close of Public Hearing*. After a motion has been made *or a public hearing has been closed,* no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so by the City Council.

The Rules and Procedures contain additional non-substantive revisions regarding incorporation of gender neutral language and correction of typographical errors.

Changes to the Agenda

A. Public Comment

Council approved proposed amendments to the current Agenda template in terms of public comments. While public comment is an essential part of local government meetings, the purpose of public comment is to inform the Council of the public's views, and not to enter into debate or dialogue with Council, or to have general public comment take precedence over items scheduled for action on the agenda. Council approved the following modifications to the Agenda template as shown in **Exhibit 2**:

- Language added to encourage written communications from the public.
- Limitation of general public comment at the meeting's outset to thirty (30) minutes. The Mayor can assess the number of speakers and may continue additional public comment to the end of the meeting.
- Limitation of public comment to up to three (3) minutes, at the Mayor's discretion.
- Public comment on the Consent Agenda will be heard under general public comment. In this way, the Consent Agenda may be called, and if no items are pulled by Council, adopted in one motion without additional public comment. Because of the 30-minute limitation, however, members of the public wishing to comment on the Consent Agenda must be given priority during general public comment as their input must be heard prior to Council action on the Consent Agenda items.
- The Agenda has been clarified to specify that only Council has discretion to pull a Consent agenda item for discussion.

B. Other Changes

- Added Land Acknowledgement (from Proclamation).
- Added notation that Council Member comments after a motion shall be limited to one (1) minute.
- Public hearing section clarified to specify a ten (10) minute speaking period for applicants/proponents, if any, and a three (3) minute public comment period.
- Clarification of Council Informational Reports to specify reports of attendance at meetings and conferences at City expense, as required by the Brown Act.

FUTURE ITEMS:

Council directed staff to return with a policy for agenda-setting, guidance and samples for Action Minutes, and additional efficiencies for utilization of the Consent Agenda.

CEQA:

Adoption of Resolution 2022- , which repeals and replaces Resolution 80-71 and its Amendments, is not subject to California Environmental Quality Act (CEQA) as it is not a "project" pursuant to Section 15378 of the CEQA Guidelines.

FISCAL IMPACT:

None identified.

CONCLUSION:

This request is submitted for City Council consideration and potential action.

Respectfully submitted,

Heidi A. Quinn

_____

Heidi Quinn
Interim City Attorney
City of Marina

RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA REPEALING AND REPLACING RESOLUTION 80-71, AS AMENDED, REGARDING BEST PRACTICES FOR PUBLIC ENGAGEMENT AND MEETING EFFICIENCY.

WHEREAS, at the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71 Establishing the Rules and Procedures for the Conduct of Meetings of the City Council ("Rules and Procedures"); and

WHEREAS, the City Council previously amended the Rules and Procedures by adopting Resolution Nos. 85-1, 90-09, 91-17, 92-30, 94-15, 98-03, 99-01, 2001-106, 2009-41, 2011-32, 2011-33, 2011-65, and 2019-107 (collectively, "Amendments"); and

WHEREAS, after discussion, the City Council directed staff to place on a future agenda a resolution to make proposed changes to the Rules and Procedures regarding public engagement and meeting efficiency; and

WHEREAS, staff proposes modifications to Rules and Procedures Paragraph 8 regarding Order of Business and Consideration and Sequence of Agenda Items, Paragraph 9 regarding Preparation of Minutes, Paragraph 13 and 15 regarding Debate, and Paragraph 27 regarding Manner of Addressing Council; and amendment of the Agenda format; and

WHEREAS, the prior resolution of this Council relating to Council meeting procedures, being Resolution No. 80-71, and its Amendments, are hereby repealed and replaced; and

WHEREAS, amendment of Resolution 80-71 and its Amendments, are not subject to California Environmental Quality Act (CEQA) as it is not a "project" pursuant to Section 15378 of the CEQA Guidelines.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MARINA DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Rules and Procedures. The Rules and Procedures shall be modified as set forth in Exhibit 1, RULES AND PROCEDURES FOR THE CONDUCT OF THE MEETINGS OF THE MARINA CITY COUNCIL AND AMENDMENTS, attached hereto and incorporated by reference.

Section 3. Agenda Template. The Agenda format shall be in substantially the same form as Exhibit 2 attached hereto and incorporated by reference.

Section 4. Effective Date of Resolution. This Resolution shall take effect on immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting held this 15th day of November 2022, by the following vote:

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

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk

**RULES AND PROCEDURES FOR
THE CONDUCT OF THE MEETINGS OF THE MARINA CITY COUNCIL
AND AMENDMENTS**

1. Purpose. The purpose of ~~this resolution~~these Rules is to establish the procedure for the presentation and determination of matters coming before the Marina City Council, to provide for the fair and efficient consideration of said matters, and to insure that the public is fully informed of the matters coming before the City Council and has an opportunity to witness the deliberations of the members thereof in the conduct of public business, and that proper public involvement in the deliberations of the council be encouraged.

2. Regular Meetings. The City Council shall hold regular meetings on the first and third Tuesday of each month convening at the hour of 5:00 p.m. if there is to be a closed session and convening in open session at the hour of 6:30 p.m. in the Council Chambers of City Hall, 211 Hillcrest Avenue in the City, or such other place within the City limits to which said meeting may be adjourned. If by reason of fire, flood or other emergency it shall be unsafe to meet in City Hall, the meetings may be held for the duration of the emergency at such other place and at such hour as is designated by the Mayor or, if he should fail to act, by three members of the City Council. When the day for any regular meeting falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the following business day.

3. Study Sessions. The City Council shall meet in a study session on the first and third Tuesdays of each month at the hour of 7:00 o'clock p.m. in the Council Chamber of the City Hall, or at such other place as may be determined by the Council, for the purpose of hearing reports from the staff and reviewing, discussing and debating matters of interest to the City. Such sessions shall be open to the public and press. No official action shall be taken at a study session; provided, however, that nothing herein shall be deemed to prevent the taking of an informal vote on any matter under discussion. The participation of the public in such sessions shall be subject to the discretion of the presiding officer.

4. Special Meetings. Special meetings may be called at any time by the mayor, or by three members of the City Council, by delivering personally or by mail written notice to each Council Member and to each local newspaper of general circulation, radio or television station requesting notice in writing. Such notice must be delivered personally or by mail at least twenty-four hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings. Such written notice may be dispensed with as to any Council Member who at or prior to the time the meeting convenes files with the City Clerk a written waiver of notice. Such waiver may be given by telegram. Such written notice may also be dispensed with as to any Council Member who is actually present at the meeting at the time it convenes.

5. Meetings to be Public - Exception for Executive Sessions. All regular and special meetings of the City Council shall be public; provided, however, the City Council may hold executive sessions during a regular or special meeting, from which the public may be excluded,

for the purpose of considering the matters referred to in §§54957-54957.6 of the Government Code of the State of California, as may be amended.

No member of the City Council, employee of the City, or any other person present during an executive session of the Council shall disclose to any person the content or substance of any discussion which took place during said executive session unless the City Council shall authorize the disclosure of such information by majority vote.

6. Agenda. All reports, communications, ordinances, resolutions, contract documents or other matters to be submitted to the Council at a regular meeting shall be delivered to the City Clerk not later than 12:00 o'clock noon on the Wednesday preceding the meeting. The City Clerk shall prepare an agenda of all such matters according to the order of business (paragraph 8 ~~hereinbelow~~herein below). The agenda shall be delivered or otherwise made available to the Council Members on the Friday preceding the Tuesday Council meeting to which it pertains, and shall be made available to the public no later than 10:00 o'clock a.m. on the Monday preceding the meeting. All matters shall be considered by the Council in the order listed on the agenda, to the extent of time available; provided, however, that the order of the agenda may be changed at any time by the unanimous consent of all Council Members then present at a meeting. Agenda items not considered or completed for lack of time shall become agenda items at the following meeting in accordance with the foregoing policies. No matters other than those on the agenda shall be finally acted upon by the Council; provided, however, that a matter deemed to be an emergency by any Council Member, the City Manager or the City Attorney, or a matter which would become moot if not acted upon at the council meeting at which it is brought up, with an explanation of the emergency or other necessity for bringing it up stated in open council meeting, may be placed upon the agenda by a motion, seconded and carried, and then may be considered and acted upon by the Council.

7. Council Correspondence.

a) Availability to the Public. Correspondence addressed to the City Council which is received by the City Clerk or any other officer or employee of the City *becomes a disclosable public record, unless subject to an exemptions under the California Public Records Act, as soon as it is received*. Correspondence received in the City Clerk's office or other offices after 12:00 o'clock noon on the Wednesday preceding a regular meeting shall not be placed on the agenda unless it concerns a matter to be considered by the Council at the next regular meeting or is determined by the Mayor or the City Manager to be an urgent matter which should be brought to the immediate attention of the Council. Correspondence shall not be read aloud at a Council meeting unless requested by a majority vote of the Council.

b) Authority of City Manager. The City Manager is authorized to open and examine all mail or other written communications addressed to the City Council and to give it immediate attention to the end that all administrative business referred to in said communications and not necessarily requiring Council action may be acted upon between Council meetings.

8. Order of Business and Consideration and Sequence of Agenda Items.

a) The business of the Council shall be taken up for consideration and disposition in the following order ~~(Resolution Nos. 94-15, 99-01, 2011-65 and 2019-107)~~:

1. Call to Order 5:00 p.m. (if there is to be a Closed Session)
2. Roll Call and Establishment of Quorum
3. Closed Session (if any)
4. Open Regular Session (6:30 p.m.) - Report Any Action taken in Closed Session
5. Moment of Silence & Pledge of Allegiance
6. Special Presentations
7. ~~Special~~ Council and Staff Announcements

~~7.~~8. ~~and Communications from the Floor - 4 Minutes Each Person pursuant to Paragraph 27 a)~~Public Comment – up to a maximum of three (3) minutes

~~8.~~9. Consent Agenda

~~9.~~10. Public Hearings

~~10.~~11. Other Council Action Items

~~11.~~12. Council & Staff Informational Reports

~~12.~~13. Adjournment

b) The Mayor, at ~~his/her~~their discretion and subject to majority vote overruling ~~him/her~~them, may re-arrange agenda items, provided that any items `pulled' from Item ~~8~~9, `Consent Agenda' shall be considered following the last item of Item ~~10~~11, `Other Council Action Items'.

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:

1. Mayor Introduces the Agenda Item
2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
3. Applicant/proponent, when appropriate, up to 10 minutes (at Presiding Officer's discretion)
4. City Council Clarifying Questions of Staff and Applicant/Proponent*
5. ~~Brief Council Comments and Motion~~

~~6.~~5. Public Comments ~~– 4 Minutes Each Person pursuant to Paragraph 27 a)~~

~~7.~~6. Mayor Closes Public Hearing/Public Comments

7. Council Discussion
8. Council Motion and Brief Comment (1 minute each)

~~8.~~

9. Council Vote

9. Preparation of Minutes. The City Clerk shall have exclusive responsibility for preparation of ~~the~~ action minutes, and any directions for changes in the minutes shall be made only by majority action of the City Council.

10. Reading of Minutes. Unless the reading of the minutes of a Council meeting is ordered by a majority vote of the Council, such minutes may be approved without reading if the City Clerk has previously furnished each Council Member with a copy.

11. Presiding Officer. The Mayor shall be the Presiding Officer at all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tempore shall preside. In the absence of both the Mayor and Mayor Pro Tempore, the City Clerk shall call the Council to order, whereupon a temporary Presiding Officer shall be elected by the Council Members present to serve until the arrival of the Mayor or Mayor Pro Tempore or until adjournment. Wherever in ~~this resolution~~these Rules the term Mayor is used, it shall apply equally to the Presiding Officer as defined in this section.

12. Powers and Duties of Presiding Officer.

a) Participation. The Presiding Officer may move, second, debate and vote from the Chair.

b) Question to be Stated. The Presiding Officer or such member of the City staff as ~~he~~ they may designate shall verbally restate each question immediately prior to calling for the vote. Following the vote the City Clerk shall announce whether the question carried or was defeated. The Presiding Officer in ~~his~~ their discretion may publicly explain the effect of a vote for the audience, or ~~he~~ may direct a member of the City staff to do so, before proceeding to the next item of business.

c) Signing of Documents. The Presiding Officer shall sign all ordinances, resolutions, contracts, and other documents necessitating ~~his~~ their signature which were adopted in ~~his~~ their presence, unless ~~he is~~they are unavailable, in which case the signature of an alternate Presiding Officer may be used.

d) Sworn Testimony. The Presiding Officer may require any person addressing the City Council to be sworn as a witness and to testify under oath, and the Presiding Officer shall so require if directed to do so by a majority vote of the Council.

13. Rules of Debate.

a) Getting the Floor. Every Council Member desiring to speak shall first address the Chair, gain recognition by the Presiding Officer, and shall confine ~~himself~~ themselves to the question under debate, avoiding personalities and indecorous language.

b) Questions to Staff. Every Council Member desiring to question the City staff shall, after recognition by the Presiding Officer, address ~~his~~ their questions to the City Manager, the City Attorney, or to such other department head or member of the City staff as may be appropriate.

c) Interruptions. A Council Member, once recognized, shall not be interrupted when speaking unless called to order by the Presiding Officer, unless a point of order or personal privilege is raised by another Council Member, or unless the speaker chooses to yield to a

question by another Council Member. If a Council Member while speaking is called to order, ~~he~~ they shall cease speaking until the question of order is determined and, if determined to be in order, may then proceed. Members of the City staff, after recognition by the Presiding Officer, shall hold the floor until completion of their remarks or until recognition is withdrawn by the Presiding Officer.

d) Points of Order. The Presiding Officer shall determine all points of order subject to the right of any ~~Councilman~~ Council Member to appeal to the Council. The Presiding Officer may consult with the City Manager or the City Attorney in connection with determining a point of order, or may refer the question involved to either one for determination. If an appeal is taken, the question shall be, "Shall the decision of the Presiding Officer be sustained?" A majority vote shall conclusively determine such question of order.

e) Point of Personal Privilege. The right of a Council Member to address the Council on a question of personal privilege shall be limited to cases in which ~~his~~ their integrity, character or motives are questioned or where the welfare of the Council is concerned. A Council Member raising a point of personal privilege may interrupt another Council Member who has the floor only if the Presiding Officer recognizes the privilege.

f) Privilege of Closing Debate. The Council Member moving the adoption of an ordinance, resolution or motion shall have the privilege of closing debate.

g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken. During the initial round of discussion, each Council Member shall be allowed to speak for up to five (5) minutes.

14. Ordinances, Resolution and Motions--Precedents. When an ordinance, resolution or motion is properly brought before the Council and seconded by another Council Member, no other action shall be considered except a point of order, or a motion to adjourn to table, to table to a certain time, to close debate, to refer or to amend. Such items shall have precedence in the order stated in the preceding sentence. Points of order shall be ruled upon by the Presiding Officer, provided that such ruling may be overridden by a majority of the Council. All of such motions, except motions to amend, shall be put to a vote without debate and decided by a majority.

Any of the foregoing motions shall be in order at any time the speaker is duly recognized, except when repeated without intervening business or discussion, or if made when the motion to close debate has been adopted or while a vote is being taken.

a) Motion to Table. If a motion to table (without time certain) passes, consideration of the matter may be resumed only upon the motion of a member voting with the majority on the motion to table.

b) Motion to Close Debate. When a motion to close debate is duly made and seconded, there shall be no further debate. If the question carries, the Presiding Officer shall put

pending amendment to a vote, without debate, in the inverse order of their introduction before putting the main question. If the question is decided negatively, the main question and its amendments remain before the council

c) Reconsideration. Providing that no intervening rights will be prejudiced, any Council Member who voted with the majority on a question may move the reconsideration of that question at the same meeting in which the original decision was made or at the next following meeting. After a motion for reconsideration has been acted upon, no other similar motion shall be made without unanimous consent.

15. Voting. Three affirmative votes are required to enact an ordinance or to adopt a resolution or motion granting a franchise or authorizing the payment or expenditure of money or incurring of a debt. The majority of a quorum is required to adopt other resolutions or motions. A "majority" refers to a majority of the quorum present.

~~———~~Every ordinance shall be adopted by a roll call vote. All other matters may be referred to a vote unless a roll call is requested by any Council Member. On all matters for which a voice vote is authorized, the Presiding Officer may ask for, "objections to the question?"~~.~~ If no objection is expressed, the Presiding Officer shall, "so order," and the minutes shall record a unanimous vote in favor. If any Council Member objects to the procedure, a roll call vote shall be call in the normal manner.

After a vote has been announced, and except for comments pursuant to Rule 22, no Council member shall comment or continue to debate the vote.

16. Failure to Vote. Every Council Member should vote unless disqualified by reason of a conflict of interest. A Council Member who abstains from voting in effect consents that a majority of the quorum may decide the question voted upon.

17. Silence Constitutes Affirmative Vote. Unless a member of the Council states that ~~he~~ they ~~is~~ are not voting, ~~his~~ their silence shall be recorded as an affirmative vote.

18. Tie Vote. Tie votes shall be lost motions and may be reconsidered.

19. Changing Vote. A member may change ~~his~~ their vote only if ~~he~~ they make~~s~~ a timely request to do so immediately following the announcement of the vote by the City Clerk and prior to the time that the next item in the order of business is taken up. A Council Member who publicly announces that ~~he~~ they are ~~is~~ abstaining from voting on a particular matter shall not subsequently be allowed to withdraw ~~his~~ their abstention.

20. Disqualification for Conflict of Interest. Any Council Member who is disqualified from voting on a particular matter by reason of a conflict of interest shall publicly state or have the Presiding Officer state the nature of such disqualification in open meeting. Where no clearly disqualifying conflict of interest appears, the matter of disqualification may, at the request of the Council Member affected, be decided by the other Council Members or the City Attorney. A Council Member who is disqualified by reason of a conflict in interest in any matter shall not

remain in ~~his~~ their seat during the debate and vote on such matter, but shall request and be given the permission of the Presiding Officer to step down from the Council table. The Council Member stating such disqualification shall not be counted as a part of a quorum and shall be considered absent for the purpose of determining the outcome of any vote on such matter.

21. Remarks of Council Member and Synopsis of Debate. A Council Member may request through the Presiding Officer the privilege of having an abstract of ~~his~~ their statement on any subject under consideration by the Council entered in the minutes. If the Council consents thereto, such statement shall be entered in the minutes.

22. Protest against Council Action. Any Council Member shall have the right to have the reasons for ~~his~~ their dissent from, or protest against, any action of the Council entered in the minutes. Such dissent or protest to be entered in the minutes shall be made in the following manner: "I would like the minutes to show that I am opposed to this action for the following reasons...".

23. Rules of Order. Except as otherwise provided in ~~this resolution~~these Rules, other rules adopted by the City Council or applicable provisions of State law, the procedures of the Council shall be governed, to the extent applicable, by the latest revised edition of Robert's Rules of Order.

24. Failure to Observe Rules of Order. Rules adopted to expedite the transaction of the business of the Council in an orderly fashion are deemed to be procedural only and the failure to strictly observe such rules shall not affect the jurisdiction of the Council or invalidate any action taken at a meeting that is otherwise held in conformity with law.

25. Ordinances, Resolutions and Contracts.

a) All ordinances Shall be Prepared by the City Attorney. No ordinance shall be prepared for presentation to the Council unless ordered by a majority vote of the Council, or requested by the Mayor, or City Manager, or prepared by the City Attorney on ~~his~~ their own initiative.

b) Prior Approval by Administrative Staff. All ordinances, resolutions and contract documents shall, before presentation to the Council, have been approved as to form and legality by the City Attorney and shall have been examined and approved for administration by the City Manager or ~~his~~ their authorized representative.

26. Reading of Ordinances and Resolutions. At the time of adoption of an ordinance or a resolution, it shall be read in full unless, after the reading of the title thereof, the further reading thereof is waived by unanimous consent of the Council Members present. Such consent may be expressed by a statement by the Presiding Officer that "if there is no objection, the further reading of the ordinance or resolution shall be waived." If any Council Member so requests, the ordinance or resolution shall be read in full.

27. Addressing the Council.

a) Manner of Addressing Council. Each person desiring to address the Council shall ~~step up to the speaker's rostrum, state his name and address for the record, state the subject he wishes to discuss, state whom he is representing if he represents an organization or other persons, and~~, unless ~~further~~ time is limited or otherwise specifically provided for in these rules or is granted by majority vote of the Council, ~~shall~~ limit ~~his~~ their remarks to ~~four~~ three (~~4~~3) minutes*, which may be limited at the discretion of the Mayor depending on time available and the number of speakers*. All remarks shall be addressed to the Council as a whole and not to any member thereof. ~~No question shall be asked a Council Member or a member of the city staff without the permission of the Presiding Officer.~~

b) Spokesman for Group of Persons. In order to expedite matters and to avoid repetitious presentations, whenever any group of persons wishes to address the Council on the same subject matter, it shall be proper for the Presiding Officer to request that a ~~spokesman~~ spokesperson be chosen by the group to address the Council and, in case additional information or matters are to be presented by any other member of said group, to limit the number of such persons addressing the Council.

c) After Motion. After a motion has been made or a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so by the City Council.

28. Rules of Decorum.

a) Council Members. While the Council is in session, the ~~members~~ Members must preserve order and decorum, and a ~~member~~ Member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Council nor disturb any ~~member~~ Member while speaking or refuse to obey the orders of the Presiding Officer.

b) Employees. Members of the City staff and employees shall observe the same rules of order and decorum as are applicable to the City Council.

c) Persons Addressing the Council. Any person making impertinent, slanderous or profane remarks, or who becomes boisterous while addressing the Council, shall be called to order by the Presiding Officer and, if such conduct continues, may at the discretion of the Presiding Officer be barred from further audience before the Council during that meeting, unless permission to continue be granted by a majority of the Council.

d) Members of the Audience. Any person in the audience who engages in disorderly conduct such as hand clapping, stamping of feet, whistling, using profane language, yelling, and similar demonstrations, which conduct disturbs the peace and good order of the meeting, or who refuses to comply with the lawful orders of the Presiding Officer, shall be guilty of an infraction, and upon instructions from the Presiding Officer, it shall be the duty of the Sergeant at Arms to remove any such person from the Council Chamber and to place him under arrest or otherwise cause him to be prosecute under the law.

29. Enforcement of Decorum. The Director of Public Safety or such member or members of the Public Safety Department as ~~he~~ they may designate, shall be Sergeant at Arms of the City Council and shall carry out all orders given by the Presiding Officer for the purpose of maintaining order and decorum at the Council meetings. Any Council Member may move to require the Presiding Officer to enforce the rules, and the affirmative vote of a majority of the Council shall require him to do so.

30. Public Hearings. The following rules shall apply to all public hearings, except when proceedings are held under general laws of the State of California which require different procedures

a) The Mayor shall state the subject matter of the hearing and declare the public hearing open. Before doing so, ~~he~~ they may determine whether or not there are proponents or opponents who wish to make presentations, how many persons wish to be heard or other matters which may affect the conduct of the proceedings. ~~He~~ The Mayor may impose and announce reasonable time limits on presentations or oral arguments by the public.

b) The City Manager or appropriate staff member shall give a factual summary of the matter.

c) The proponents shall be heard. (Written correspondence shall be summarized by the Clerk.)

d) The opponents shall be heard. (Written correspondence shall be summarized by the Clerk.

e) Each side shall be given a reasonable time for rebuttal. Additional speakers must limit their remarks to providing new information that was not already covered by other speakers.

f) Prior to the close of the public hearing, the Mayor shall give those persons wishing to place their names on the record as being for or against, without presenting an oral argument, an opportunity to do so.

g) The public hearing shall be declared closed.

h) The Council shall discuss and determine the matter.

i) After the public hearing is closed, the public shall not be recognized to speak except to answer any question not covered in the public hearing, and provided that whenever any such answer is given, the opposing side shall be given an opportunity to present facts in rebuttal of the answer given.

31. Policy on Public Input. It is the declared policy of the City Council that any member of the public wishing to be heard on a matter under consideration by the City Council shall be given a reasonable opportunity to do so. Prior to the vote on any issue, the Mayor shall determine

whether or not anyone present wishes to be heard. The Mayor may establish reasonable time limits for oral presentations and shall limit the presentation to the matter before the City Council at that time.

32. Absences from Council Meetings. Pursuant to Government Code §36513, if a City Council Member is absent without permission from all regular Council meetings for 60 days consecutively from the last regular meeting he attended, ~~his~~ their office becomes vacant and shall be filled by the Council as any other vacancy. In addition, should any Council Member be absent from two (2) consecutive regular Council meetings, or from three (3) regular Council meetings in any six-month period, without permission from (i.e., not excused for good cause ~~by~~) the Council, the Council may determine that the best interests of the City would be served by said Council Member's resignation, and may request such resignation in a letter authorized by vote of the Council.

33. Automatic Adjournment. Unless otherwise adjourned, all meetings of the City Council shall automatically be adjourned at 10:00 o'clock p.m., except that a majority may by one or more motions act to extend the automatic adjournment to not later than a specified time, or for completion of a particular item or items, as specified in the motion to extend the time of adjournment."

34. Amendment of Rules. These rules may be amended by an affirmative vote of a majority of a quorum; provided, however, that except as to rules relating to adjournment, where a provision of these rules requires action by a specific affirmative vote which is greater than a majority of a quorum, then amendment to that rule requires the same vote required for the rule proposed to be amended."

~~35. Prior Resolution Repealed. The prior resolution of this Council relating to Council meeting procedures, being Resolution No. 76-1, is hereby repealed.~~

AGENDA TEMPLATE

DATE

5:00 P.M. Closed Session
6:30 P.M. Open Session

REGULAR MEETING

CITY COUNCIL, AIRPORT COMMISSION, MARINA ABRAMS B NON-PROFIT CORPORATION, PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION, SUCCESSOR AGENCY OF THE FORMER MARINA REDEVELOPMENT AGENCY AND MARINA GROUNDWATER SUSTAINABILITY AGENCY

Council Chambers
211 Hillcrest Avenue
Marina, California

Zoom Meeting URL: https://zoom.us/j/730251556
Zoom Meeting Telephone Only Participation: 1-669-900-9128 - Webinar ID: 730 251 556

In accordance with California Government Code §54953(e)(1)(A) and (C) and the Proclamation of a State of Emergency issued by Governor Newsom on March 4, 2020, under the provisions of Government Code §8625 related to the COVID-19 (coronavirus) pandemic, consistent with recommendations by State and local health officials regarding social distancing and in order to prevent an imminent risk to the health and safety of attendees as determined in Resolution 2022-78, public participation in City of Marina City Council public meetings shall be electronic only and without a physical location for public participation until the earlier of May 31, 2022, or such time as the City Council may adopt a resolution in accordance with Government Code §54953(e)(3). This meeting is being broadcast "live" on Access Media Productions (AMP) Community Television Cable 25 and on the City of Marina Channel and on the internet at https://accessmediaproductions.org/

PARTICIPATION

You may participate in the City Council meeting in real-time by calling Zoom Meeting via the weblink and phone number provided at the top of this agenda. Instructions on how to access, view and participate in remote meetings are provided by visiting the City's home page at https://cityofmarina.org/. Attendees can make oral comments during the meeting by using the "Raise Your Hand" feature in the webinar or by pressing *9 on your telephone keypad if joining by phone only.

The most effective method of communication with the City Council is by sending an email to ~~If you are unable to participate in real-time, you may email to~~ marina@cityofmarina.org ~~with the subject line "Public Comment Item#__" (insert the item number relevant to your comment) or "Public Comment – Non-Agenda Item."~~ Comments will be reviewed and distributed before the meeting if received by 5:00 p.m. on the day of the meeting. All comments received will become part of the record. Council will have the option to modify their action on items based on comments received.

AGENDA MATERIALS

Agenda materials, staff reports and background information related to regular agenda items are available on the City of Marina's website www.cityofmarina.org. Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet will be made available on the City of Marina website www.cityofmarina.org subject to City staff's ability to post the documents before the meeting

VISION STATEMENT

Marina will grow and mature from a small town bedroom community to a small city which is diversified, vibrant and through positive relationships with regional agencies, self-sufficient. The City will develop in a way that insulates it from the negative impacts of urban sprawl to become a desirable residential and business community in a natural setting. **(Resolution No. 2006-112 - May 2, 2006)**

MISSION STATEMENT

The City Council will provide the leadership in protecting Marina's natural setting while developing the City in a way that provides a balance of housing, jobs and business opportunities that will result in a community characterized by a desirable quality of life, including recreation and cultural opportunities, a safe environment and an economic viability that supports a high level of municipal services and infrastructure. **(Resolution No. 2006-112 - May 2, 2006)**

LAND ACKNOWLEDGEMENT

The City recognizes that it was founded and is built upon the traditional homelands and villages first inhabited by the Indigenous Peoples of this region - the Esselen and Ohlone/Costanoan, their ancestors and allies - and honors these members of the community, both past and present.

1. CALL TO ORDER

2. ROLL CALL & ESTABLISHMENT OF QUORUM: (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency)

   Cristina Medina Dirksen, David Burnett, Lisa Berkley, Mayor Pro-Tem/Vice Chair Kathy Biala, Mayor/Chair Bruce C. Delgado

3. PUBLIC COMMENT:

4. CLOSED SESSION: ~~*As permitted by Government Code Section 54956 et seq., the (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency) may adjourn to a Closed or Executive Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the City's Meyers Milias Brown Act representative.*~~

   a. Conference with Legal Counsel, Item #1

6:30 PM - RECONVENE OPEN SESSION AND REPORT ON ANY ACTIONS TAKEN IN CLOSED SESSION

5. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand)

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6. SPECIAL PRESENTATIONS:
    a. Presentation #1
7. ~~SPECIAL~~ COUNCIL AND STAFF ANNOUNCEMENTS ~~AND~~
8. ~~COMMUNICATIONS FROM THE FLOOR~~PUBLIC COMMENT**:** ~~*Any member of the Public or the City Council may make an announcement of special events or meetings of interest as information to Council and Public.*~~ *Any member of the public may comment on any matter within the City Council's jurisdiction* ~~*which*~~ *that is not on the agenda.* ~~*Please state your name for the record. This is the appropriate place to comment on items on the Consent Agenda.*~~ *Action will not be taken on* ~~*an*~~ *item*~~*s that is*~~ *not on the agenda.* ~~*If it requires action, it will be referred to staff and/or placed on a future agenda. City Council members or City staff may briefly respond to statements made or questions posed as permitted by Government Code Section 54954.2. In order that all interested parties have an opportunity to speak, please limit comments to a*~~*Comments are limited to a maximum of* ~~*four*~~ *three (*~~*4*~~*3) minutes. General public comment may be limited to thirty (30) minutes and/or continued to the end of the agenda. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the City Council. Whenever possible, written correspondence should be submitted to the Council in advance of the meeting, to provide adequate time for its consideration.*
9. CONSENT AGENDA FOR THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Background information has been provided to the Successor Agency of the former Redevelopment Agency on all matters listed under the Consent Agenda, and these items are considered to be routine and non-controversial. All items under the Consent Agenda are normally approved by one motion. Prior to such a motion being made, any member of the public or* ~~*the*~~ *City Council may ask a question or make a comment about an agenda item and staff* ~~*will*~~ *may provide a response. If discussion or a lengthy explanation is required, the Council may* ~~*that item will be removed from the Consent Agenda for Successor Agency to the former Marina Redevelopment Agency*~~*remove an item from the Consent Agenda for individual consideration. If an item is pulled for discussion, it* ~~*and*~~ *will be placed at the end of Other Action Items Successor Agency to the former Marina Redevelopment Agency.*
10. CONSENT AGENDA: ~~*Background information has been provided to the City Council, Airport Commission, Marina Abrams B Non-Profit Corporation, and Redevelopment Agency on all matters listed under the Consent Agenda, and these*~~*These items are considered to be routine and non-controversial. All items under the Consent Agenda* ~~*are normally*~~*may be approved by one motion. Prior to such a motion being made, any member of the public or the City Council may ask a question or make a comment about an agenda item and staff* ~~*will*~~ *may provide a response. If discussion or a lengthy explanation is required, Council may* ~~*that item will be*~~ *remove the item*~~*d*~~ *from the Consent Agenda and it will be placed at the end of Other Action Items.*
    a. ACCOUNTS PAYABLE:
        (1) Accounts Payable Check Numbers XXX– _____, totaling $
    b. MINUTES:
        (1) DATE, Regular City Council Meeting
    c. CLAIMS AGAINST THE CITY: None
    d. AWARD OF BID: None
    e. CALL FOR BIDS: None
    f. ADOPTION OF RESOLUTIONS:
        (1) City Council consider adopting Resolution No. 2022-, regarding . . .

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g. APPROVAL OF AGREEMENTS:

(1) City Council consider adopting Resolution No. 2022-, approving . . .

h. ACCEPTANCE OF PUBLIC IMPROVEMENTS: None

i. MAPS:

j. REPORTS: (RECEIVE AND FILE): None

k. FUNDING & BUDGET MATTERS: None

l. APPROVE ORDINANCES (WAIVE SECOND READING):

(1) City Council consider adopting Ordinance No. 2022-, approving . . .

m. APPROVE APPOINTMENTS: None

11. PUBLIC HEARINGS: *In the Council's discretion, the applicant/proponent of an item may be given up to ten (10) minutes to speak. All other persons may be given up to three (3) minutes to speak on the matter.*

a. City Council open a public hearing and consider adopting Resolution No, 2022-, approving . . .

12. OTHER ACTIONS ITEMS OF THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Action listed for each Agenda item is that which is requested by staff. The Successor Agency may, at its discretion, take action on any items. ~~The public is invited to approach the podium to provide up to four~~Members of the public may be given up to three ~~(~~(43) minutes ~~of public comment~~to speak.*

13. OTHER ACTION ITEMS: *Action listed for each Agenda item is that which is requested by staff. The City Council may, at its discretion, take action on any items. ~~The public is invited to approach the podium to provide up to four (4) minutes of public comment.~~Members of the public may be given up to three (3) minutes to speak.*

Note: No additional major projects or programs should be undertaken without review of the impacts on existing priorities (Resolution No. 2006-79 – April 4, 2006).

a. City Council consider . . .

14. COUNCIL & STAFF INFORMATIONAL REPORTS:

a. Monterey County Mayor's Association [Mayor Bruce Delgado]

b. ~~Council and staff opportunity to ask a question for clarification or make a brief report on his or her own~~Council reports on meetings and conferences attended (~~activities as permitted by Government~~ Gov't Code Section ~~54954.2~~53232).

ADJOURNMENT:

CERTIFICATION

I, Anita Sharp, Deputy City Clerk, of the City of Marina, do hereby certify that a copy of the foregoing agenda was posted at City Hall and Council Chambers Bulletin Board at 211 Hillcrest Avenue, Monterey County Library Marina Branch at 190 Seaside Circle, City Bulletin Board at the corner of Reservation Road and Del Monte Boulevard on or before 6:30 p.m., Friday, July 15, 2022.

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ANITA SHARP, DEPUTY CITY CLERK

City Council, Airport Commission and Redevelopment Agency meetings are recorded on tape and available for public review and listening at the Office of the City Clerk and kept for a period of 90 days after the formal approval of MINUTES.

City Council meetings may be viewed live on the meeting night and at 12:30 p.m. and 3:00 p.m. on Cable Channel 25 on the Sunday following the Regular City Council meeting date. In addition, Council meetings can be viewed at 6:30 p.m. every Monday, Tuesday and Wednesday. For more information about viewing the Council Meetings on Channel 25, you may contact Access Monterey Peninsula directly at 831-333-1267.

Agenda items and staff reports are public record and are available for public review on the City's website (www.ciytofmarina.org), at the Monterey County Marina Library Branch at 190 Seaside Circle and at the Office of the City Clerk at 211 Hillcrest Avenue, Marina between the hours of 10:00 a.m. 5:00 p.m., on the Monday preceding the meeting.

Supplemental materials received after the close of the final agenda and through noon on the day of the scheduled meeting will be available for public review at the City Clerk's Office during regular office hours and in a 'Supplemental Binder' at the meeting.

Members of the public may receive the City Council, Airport Commission and Successor Agency of the Former Redevelopment Agency Agenda at a cost of $55 per year or by providing a self-addressed, stamped envelope to the City Clerk. The Agenda is also available at no cost via email by notifying the City Clerk at marina@cityofmarina.org

*ALL MEETINGS ARE OPEN TO THE PUBLIC. THE CITY OF MARINA DOES NOT DISCRIMINATE AGAINST PERSONS WITH DISABILITIES. Council Chambers are wheelchair accessible. Mmeetings are broadcast on cable channel 25 and recordings of meetings can be provided upon request. Tto request assistive listening devices, sign language interpreters, readers, large print agendas or other accommodations, please call (831) 884-1278 or e-mail: marina@cityofmarina.org. Rrequests must be made at least **48 hours** in advance of the meeting.*

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EXHIIBIT D

November 1, 2022 Item No. **11b**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of November 1, 2022

CITY COUNCIL CONSIDER ADOPTING RESOLUTION 2022-, AMENDING RESOLUTION NO. 80-71, AS AMENDED, PARAGRAPHS 8, 9, 13, AND 27 REGARDING BEST PRACTICES FOR PUBLIC ENGAGEMENT AND MEETING EFFICIENCY

REQUEST:
It is requested that the City Council consider:

1. Adopting Resolution No. 2022-, amending Resolution No. 80-71, as amended, Establishing the Rules and Procedures for the Conduct of Meetings (**Exhibit A**);
2. Amending Paragraph 8 regarding Order of Business and Consideration and Sequence of Agenda Items;
3. Amending Paragraph 9 regarding Preparation of the Minutes;
4. Amending Paragraph 13 regarding Debate;
5. Amending Paragraph 27 regarding Manner of Addressing Council; and
6. Approving a new Agenda format in substantially the same form as **Exhibit B**.

BACKGROUND:
At the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71, "Establishing the Rules and Procedures for the Conduct of Meetings of the City Council" ("Rules and Procedures"). The Rules and Procedures govern Council conduct, and include provisions for the setting meetings, order of the agendas, Council debate, and conflicts of interest.

The Rules and Procedures have been amended multiple times over the years – primarily in regard to the order of the agenda and meeting times.[1] (**Exhibit C**.) More recently, the City Council directed staff to bring forward proposals regarding the Rules and Procedures to increase public engagement and improve meeting efficiency. While this is the present direction, a more comprehensive update can be brought forward to align the Rules and Procedures with the Marina Municipal Code, and incorporate all amendments into one document.

This agenda item was brought to Council for consideration in early August, and continued several times due to more pressing matters. Since August, members of the public and Council have suggested additional areas of potential revision to streamline public meetings.

ANALYSIS:
Elected officials have a large body of work to get through, and it must be accomplished in a reasonable amount of time. A well-organized agenda, appropriate opportunities for public comment and following protocol are all essential to running an effective meeting.

[1] See Resolutions 85-1, 90-09, 91-17, 92-30, 94-15, 98-03, 99-01, 2001-106, 2009-41, 2011-32, 2011-33, 2011-65, and 2019-107.

Public Engagement

Public comment is an essential part of local government meetings. Hearing from the public is a critical part of the Council's role. Council members need to be in touch with the public and be responsive. That said, the purpose of public comment is to inform the Council of the public's views, and not to enter into debate or dialogue with Council, or to have general public comment take precedence over items scheduled for action on the agenda.

Time limits on public comment are an important tool for running a meeting of reasonable length, and prioritizing the important discourse while participants are available. General public comment at the meeting's outset provides an opportunity for members of the public to share their viewpoints with Council on matters of concern. However, extensive general comment, prior to the Council's deliberation of the agendized action items, can fatigue all participants and diminish the quality of the discourse and decision-making.

It is recommended that the Mayor and Council provide brief factual information to public comment, if necessary and appropriate, but should not enter into a back and forth exchange or call on staff to provide answers on the spot. As a caution, once a third comment or participant is involved, the question/answer can quickly turn into an unagendized discussion. A best practice is for staff to note input or questions and provide responses at a later date, or to place the item on a future agenda.

The City may adopt reasonable regulations for public comment, including time limits. Many public agencies allow up to three minutes, which can be limited if there are many participants or to accommodate a lengthy agenda. The public does not need to be given an opportunity to speak on an item that has already been considered by a committee made up exclusively of members of the Council at a public meeting, if all interested members of the public had the opportunity to speak on the item before or during its consideration, and if the item has not been substantially changed. In addition, the City may provide multiple ways for residents to express their views, which can further reduce pressure on meeting time, i.e., by encouraging letters and other written communication.

Staff proposes amendments to the current Agenda template in terms of public comments. (**Exhibit B**.) It is recommended that public input on the Consent Agenda be heard under general Public Comment. In this way, the Consent Agenda may be called, and if no items are pulled, adopted in one motion. The agenda, in its current form, provides

> ". . . *any member of the public or the City Council may ask a question or make a comment about an agenda item and staff will provide a response. If discussion or a lengthy explanation is required, that item will be removed from the Consent Agenda and placed at the end of Other Action Items*."

The Agenda can be clarified to specify that while members of the public may comment on Consent items before action is taken, it remains within the Council's discretion as to whether to pull an item. Further, it is also within Council's discretion as to whether the public comment or question is to be answered by staff or referred to a later date. Additionally, staff proposes to make the Agenda more user-friendly by including only those items brought forward for Council action.

Staff recommends changes to the Rules and Procedures, Paragraph 8 a), to separate Council and Staff Announcements from Public Comment. Subsection b) modifications reflect the new numbering, and update the Rules with gender-neutral language. Proposed additions are set forth in italicized font; deletions are noted in strikeout font:

8. Order of Business and Consideration and Sequence of Agenda Items.

a) The business of the City Council shall be taken up for consideration and disposition in the following order:

1. Call to Order 5:00p.m. (if there is to be a Closed Session)
2. Roll Call and Establishment of Quorum
3. Closed Session (if any)
4. Open Regular Session (6:30 p.m.) - Report Any Action taken in Closed Session
5. Moment of Silence & Pledge of Allegiance
6. Special Presentations - *no action; no public comment*
7. ~~Special~~ *Council and Staff* Announcements ~~*and Communications from the Floor*~~
8. *Public Comment – Up to a maximum of 3 minutes per person*
9. Consent Agenda
10. Public Hearings
11. Other Council Action Items
12. Council & Staff Informational Reports – *no action taken, no public comment*
13. Adjournment

b) The Mayor, at *their* ~~his/her~~ discretion and subject to majority vote overruling *them* ~~him/her~~, may re-arrange agenda items, provided that any items 'pulled' from Item *9*~~8~~, 'Consent Agenda' shall be considered following the last item of ltem *11*~~10~~, "Other Council Action Items."

Paragraph 27 a) of the Rules and Procedures, entitled "Manner of Addressing Council," sets forth the allotted time for public comments. Proposed modifications consider that members of the public cannot be required to provide their names or other information as prerequisite to speaking, and that the Council has the ability to limit public comment where necessary for meeting efficiency.

Proposed additions are shown in italicized font; deletions are in strikeout font:

27. Addressing the Council

a) Manner of Addressing Council. Each person desiring to address the Council ~~shall step up to the speaker's rostrum, state his name and address for the record, state the subject he wishes to discuss, state whom he is representing if he represents an organization or other persons, and, unless further time is otherwise specifically provided for in these rules or is granted by majority vote of the Council, shall limit his remarks~~ *may comment for up to* ~~four~~ *three* (~~4~~*3*) minutes, which may be limited at the discretion of the Mayor depending on time available and the number of speakers. All remarks shall be addressed to the Council as a whole and not to any member thereof. ~~No question shall be asked a Council Member or a member of the City staff without the permission of the Presiding Officer.~~

c) After ~~Motion~~ Close of Public Hearing. After ~~a motion has been made or~~ a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so by the City Council.

Structured Discussion

Motion after public comment and prior to Council discussion can help focus Council discourse by identifying the issue to be decided, and make it easier for members of the public to follow the discussion. Accordingly, staff recommends the Council first solicit public input, and then make a motion, followed by Council discussion and a vote. This is the recommended process set forth in Rosenberg's Rules of Order, which is a simplified version of Robert's Rules of Order. Not only does this help identify the issue before the Council, but it ensures compliance with the Brown Act, which requires the public be provided an opportunity to speak prior to action being taken.

Paragraph 8 c) of the Rules and Procedures sets forth the procedure for consideration of Agenda Items. The proposed modifications are set forth below (additions shown in italicized font; deletions in strikeout font):

8. Order of Business and Consideration and Sequence of Agenda Items.

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:
1. Mayor Introduces the Agenda Item
2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
3. Applicant/proponent, when appropriate, up to ten (10) minutes (at Presiding Officer's discretion)
4. City Council Clarifying *Technical* Questions of Staff and Applicant/Proponent
5. ~~Brief Council Comments and Motion~~ *Public Comments* – up to a maximum of ~~four~~ *three* (~~4~~3) minutes per person
6. Mayor Closes Public Hearing/Public Comments
7. Council *Motion and* Discussion
8. Council Vote

Paragraph 30 also sets forth rules that apply to Public Hearings, which should be eventually be aligned or consolidated with Paragraph 8. A summary of the public hearing process is included on the draft Agenda.

Paragraph 13 g), "Limitation of Debate" provides, "No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken." To enhance debate, and manage time more efficiently, some councils have adopted the rule that each person may speak twice on a given subject. This proposed modification is set forth below (additions shown in italicized font):

13. Rules of Debate.

g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken. *Council Members may speak twice on a given subject.*

Meeting Preparation

To aid in meeting efficiency, questions of staff should be asked in advance. This saves Council time during the meeting, and for those questions that Council would like to be addressed at the meeting, enables staff to prepare to answer the questions accurately and succinctly. As a result, meetings run more smoothly, Council is provided the information needed for decision-making, and the need to continue items to the next agenda is minimized.

Minutes

Many public agencies have adopted action minutes, which record what is done at a meeting and not what is said. This is also the guideline of Robert's Rules of Order, which governs Council conduct. The time and effort required to prepare detailed minutes summarizing what was said, and their subjective nature, are time-consuming and resource intensive and the effort often exceeds the value to the City and to the public. This is not necessary given that Council meetings are recorded and available through AMP and YouTube. The proposed modification to the Rules is set forth below (additions shown in italicized font; deletions in strikeout font):

> 9. Preparation of Minutes. The City Clerk shall have exclusive responsibility for preparation of ~~the~~ *action* minutes, and any directions for changes in the minutes shall be made only by majority action of the City Council.

Future Topics

Future topics to improve meeting efficiency may include additional training on Council, Commission and staff roles and responsibilities, Robert's and Rosenberg's Rules of Order, the Brown Act, and consideration of a Code of Conduct.

CEQA:

Amendment of Resolution 80-71 is not subject to California Environmental Quality Act (CEQA) as it is not a "project" pursuant to Section 15378 of the CEQA Guidelines.

FISCAL IMPACT:

None identified.

CONCLUSION:

This request is submitted for City Council consideration and potential action.

Respectfully submitted,

_____

Heidi Quinn
Interim City Attorney
City of Marina

RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AMENDING RESOLUTION 80-71, AS AMENDED, PARAGRAPHS 8, 9, 13, AND 27, REGARDING BEST PRACTICES FOR PUBLIC ENGAGEMENT AND MEETING EFFICIENCY.

WHEREAS, at the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71 Establishing the Rules and Procedures for the Conduct of Meetings of the City Council ("Rules and Procedures"); and

WHEREAS, the City Council previously amended the Rules and Procedures by adopting Resolution Nos. 85-1, 90-09, 91-17, 92-30, 94-15, 98-03, 99-01, 2001-106, 2009-41, 2011-32, 2011-33, 2011-65, and 2019-107; and

WHEREAS, after discussion, the City Council directed staff to place on a future agenda a resolution to make proposed changes to the Rules and Procedures regarding public engagement and meeting efficiency; and

WHEREAS, staff proposes modifications to Paragraph 8 regarding Order of Business and Consideration and Sequence of Agenda Items, Paragraph 9 regarding Preparation of Minutes, Paragraph 13 regarding Debate, and Paragraph 27 regarding Manner of Addressing Council; and amendment of the Agenda format; and

WHEREAS, amendment of Resolution 80-71, as amended, is not subject to California Environmental Quality Act (CEQA) as it is not a "project" pursuant to Section 15378 of the CEQA Guidelines.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MARINA DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Rules and Procedures. The Rules and Procedures shall be modified as follows (new language in italics and deleted language in strike-out text):

1. Paragraph 8 of the Rules and Regulations shall be modified as follows:

8. Order of Business and Consideration and Sequence of Agenda Items.

a) The business of the City Council shall be taken up for consideration and disposition in the following order:

1. Call to Order 5:00p.m. (if there is to be a Closed Session)
2. Roll Call and Establishment of Quorum
3. Closed Session (if any)
4. Open Regular Session (6:30 p.m.) - Report Any Action taken in Closed Session
5. Moment of Silence & Pledge of Allegiance
6. Special Presentations - *no action; no public comment*

~~7.~~ ~~Special~~ *Council and Staff* Announcements ~~*and Communications from the Floor*~~

8. Public Comment – Up to a maximum of 3 minutes per person

9. Consent Agenda
10. Public Hearings
11. Other Council Action Items
12. Council & Staff Informational Reports – *no action taken, no public comment*
13. Adjournment

b) The Mayor, at *their* ~~his/her~~ discretion and subject to majority vote overruling *them* ~~him/her~~, may re-arrange agenda items, provided that any items 'pulled' from Item *9*~~8~~, "Consent Agenda" shall be considered following the last item of Item *11*~~10~~, "Other Council Action Items."

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:

1. Mayor Introduces the Agenda Item
2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
3. Applicant/proponent, when appropriate, up to ten (10) minutes (at Presiding Officer's discretion)
4. City Council Clarifying *Technical* Questions of Staff and Applicant/Proponent
5. ~~Brief Council Comments and Motion~~ *Public Comments* – up to a maximum of ~~four~~ *three* (~~4~~*3*) minutes per person
6. Mayor Closes Public Hearing/Public Comments
7. Council *Motion and* Discussion
8. Council Vote

2. Paragraph 9 of the Rules and Regulations shall be modified as follows:

9. Preparation of Minutes. The City Clerk shall have exclusive responsibility for preparation of ~~the~~ *action* minutes, and any directions for changes in the minutes shall be made only by majority action of the City Council.

3. Paragraph 13 of the Rules and Regulations shall be modified as follows:

13. Rules of Debate.

g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken. *Council Members may speak twice on a given subject*.

4. Paragraph 27 of the Rules and Regulations shall be modified as follows:

27. Addressing the Council

a) Manner of Addressing Council. Each person desiring to address the Council ~~shall step up to the speaker's rostrum, state his name and address for the record, state the subject he wishes to discuss, state whom he is representing if he represents an organization or other persons, and, unless further time is otherwise specifically~~

~~provided for in these rules or is granted by majority vote of the Council, shall limit his remarks~~ *may comment for up to* ~~four~~ *three* (~~4~~*3*) minutes, *which may be limited at the discretion of the Mayor depending on time available and the number of speakers*. All remarks shall be addressed to the Council as a whole and not to any member thereof. No question shall be asked a Council Member or a member of the City staff without the permission of the Presiding Officer.

c) After ~~Motion~~ Close of Public Hearing. After ~~a motion has been made or~~ a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so by the City Council.

5. The Agenda format shall be in substantially the same form as Attachment 1 hereto.

Section 3. Effective Date of Resolution. This Resolution shall take effect on immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting held this ____day of _____ 2022, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

AGENDA TEMPLATE

DATE

5:00 P.M. Closed Session
6:30 P.M. Open Session

REGULAR MEETING

CITY COUNCIL, AIRPORT COMMISSION, MARINA ABRAMS B NON-PROFIT CORPORATION, PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION, SUCCESSOR AGENCY OF THE FORMER MARINA REDEVELOPMENT AGENCY AND MARINA GROUNDWATER SUSTAINABILITY AGENCY

Council Chambers
211 Hillcrest Avenue
Marina, California

Zoom Meeting URL: https://zoom.us/j/730251556
Zoom Meeting Telephone Only Participation: 1-669-900-9128 - Webinar ID: 730 251 556

In accordance with California Government Code §54953(e)(1)(A) and (C) and the Proclamation of a State of Emergency issued by Governor Newsom on March 4, 2020, under the provisions of Government Code §8625 related to the COVID-19 (coronavirus) pandemic, consistent with recommendations by State and local health officials regarding social distancing and in order to prevent an imminent risk to the health and safety of attendees as determined in Resolution 2022-78, public participation in City of Marina City Council public meetings shall be electronic only and without a physical location for public participation until the earlier of May 31, 2022, or such time as the City Council may adopt a resolution in accordance with Government Code §54953(e)(3). This meeting is being broadcast "live" on Access Media Productions (AMP) Community Television Cable 25 and on the City of Marina Channel and on the internet at https://accessmediaproductions.org/

PARTICIPATION

You may participate in the City Council meeting in real-time by calling Zoom Meeting via the weblink and phone number provided at the top of this agenda. Instructions on how to access, view and participate in remote meetings are provided by visiting the City's home page at https://cityofmarina.org/. Attendees can make oral comments during the meeting by using the "Raise Your Hand" feature in the webinar or by pressing *9 on your telephone keypad if joining by phone only. If you are unable to participate in real-time, you may email to marina@cityofmarina.org with the subject line "Public Comment Item#__ " (insert the item number relevant to your comment) or "Public Comment – Non Agenda Item." Comments will be reviewed and distributed before the meeting if received by 5:00 p.m. on the day of the meeting. All comments received will become part of the record. Council will have the option to modify their action on items based on comments received.

AGENDA MATERIALS

Agenda materials, staff reports and background information related to regular agenda items are available on the City of Marina's website www.cityofmarina.org. Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet will be made available on the

City of Marina website www.cityofmarina.org subject to City staff's ability to post the documents before the meeting

VISION STATEMENT

Marina will grow and mature from a small town bedroom community to a small city which is diversified, vibrant and through positive relationships with regional agencies, self-sufficient. The City will develop in a way that insulates it from the negative impacts of urban sprawl to become a desirable residential and business community in a natural setting. **(Resolution No. 2006-112 - May 2, 2006)**

MISSION STATEMENT

The City Council will provide the leadership in protecting Marina's natural setting while developing the City in a way that provides a balance of housing, jobs and business opportunities that will result in a community characterized by a desirable quality of life, including recreation and cultural opportunities, a safe environment and an economic viability that supports a high level of municipal services and infrastructure. **(Resolution No. 2006-112 - May 2, 2006)**

1. CALL TO ORDER

2. ROLL CALL & ESTABLISHMENT OF QUORUM: (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency)

   Cristina Medina Dirksen, David Burnett, Lisa Berkley, Mayor Pro-Tem/Vice Chair Kathy Biala, Mayor/Chair Bruce C. Delgado

3. PUBLIC COMMENT:

4. CLOSED SESSION: ~~*As permitted by Government Code Section 54956 et seq., the (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency) may adjourn to a Closed or Executive Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the City's Meyers-Milias-Brown Act representative.*~~

   a. Conference with Legal Counsel, Item #1

6:30 PM - RECONVENE OPEN SESSION AND REPORT ON ANY ACTIONS TAKEN IN CLOSED SESSION

5. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand)

6. SPECIAL PRESENTATIONS:

   a. Presentation #1

7. ~~SPECIAL~~ COUNCIL AND STAFF ANNOUNCEMENTS ~~AND~~

8. ~~COMMUNICATIONS FROM THE FLOOR~~PUBLIC COMMENT**:** ~~*Any member of the Public or the City Council may make an announcement of special events or meetings of interest as information to Council and Public.*~~ *Any member of the public may comment on any matter within the City Council's jurisdiction* ~~*which*~~ *that is not on the agenda.* ~~*Please state your name for the record.*~~ *Action will not be taken on* ~~*an*~~ *items* ~~*that is*~~ *not on the agenda.* ~~*If it requires action, it will be referred to staff and/or placed on a future agenda. City Council members or City staff may briefly respond to statements made or questions posed as permitted by Government Code Section 54954.2. In order that all interested parties have an opportunity to speak, please limit comments to*~~

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~~a~~Comments are limited to a maximum of ~~four~~ three (~~4~~3) minutes. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the City Council. Whenever possible, written correspondence should be submitted to the Council in advance of the meeting, to provide adequate time for its consideration.

9. CONSENT AGENDA FOR THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Background information has been provided to the Successor Agency of the former Redevelopment Agency on all matters listed under the Consent Agenda, and these items are considered to be routine and non-controversial. All items under the Consent Agenda are normally approved by one motion. Prior to such a motion being made, any member of the public or ~~the~~ City Council may ask a question or make a comment about an agenda item and staff ~~will~~ may provide a response. If discussion or a lengthy explanation is required, ~~the Council may that item will be removed from the Consent Agenda for Successor Agency to the former Marina Redevelopment Agency~~remove an item from the Consent Agenda for individual consideration. If an item is pulled for discussion, it ~~and~~ will be placed at the end of Other Action Items Successor Agency to the former Marina Redevelopment Agency.*

10. CONSENT AGENDA: ~~*Background information has been provided to the City Council, Airport Commission, Marina Abrams B Non-Profit Corporation, and Redevelopment Agency on all matters listed under the Consent Agenda, and these*~~*These items are considered to be routine and non-controversial. All items under the Consent Agenda ~~are normally~~may be approved by one motion. Prior to such a motion being made, any member of the public or the City Council may ask a question or make a comment about an agenda item and staff ~~will~~ may provide a response. If discussion or a lengthy explanation is required, Council may ~~that item will be~~ remove the item~~d~~ from the Consent Agenda and it will be placed at the end of Other Action Items.*

    a. ACCOUNTS PAYABLE:

        (1) Accounts Payable Check Numbers XXX– _____, totaling $

    b. MINUTES:

        (1) DATE, Regular City Council Meeting

    c. CLAIMS AGAINST THE CITY: None

    d. AWARD OF BID: None

    e. CALL FOR BIDS: None

    f. ADOPTION OF RESOLUTIONS:

        (1) City Council consider adopting Resolution No. 2022-, regarding . . .

    g. APPROVAL OF AGREEMENTS:

        (1) City Council consider adopting Resolution No. 2022-, approving . . .

    h. ACCEPTANCE OF PUBLIC IMPROVEMENTS: None

    i. MAPS:

    j. REPORTS: (RECEIVE AND FILE): None

    k. FUNDING & BUDGET MATTERS: None

    l. APPROVE ORDINANCES (WAIVE SECOND READING):

        (1) City Council consider adopting Ordinance No. 2022-, approving . . .

    m. APPROVE APPOINTMENTS: None

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11. PUBLIC HEARINGS: *For public hearings involving a quasi-judicial determination by the Council, in the Council's discretion, the applicant/proponent of an item may be given up to ten (10) minutes to speak. All other persons may be given up to three (3) minutes to speak. In public hearings not involving a quasi-judicial determination by the Council, all persons may be given up to three (3) minutes to speak on the matter.*

    a. City Council open a public hearing and consider adopting Resolution No, 2022-, approving . . .

12. OTHER ACTIONS ITEMS OF THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Action listed for each Agenda item is that which is requested by staff. The Successor Agency may, at its discretion, take action on any items. ~~The public is invited to approach the podium to provide up to four~~Members of the public may be given up to three ~~(4~~3) minutes ~~of public comment~~to speak.*

13. OTHER ACTION ITEMS: *Action listed for each Agenda item is that which is requested by staff. The City Council may, at its discretion, take action on any items. ~~The public is invited to approach the podium to provide up to four (4) minutes of public comment.~~Members of the public may be given up to three (3) minutes to speak.*

Note: No additional major projects or programs should be undertaken without review of the impacts on existing priorities (Resolution No. 2006-79 – April 4, 2006).

    a. City Council consider . . .

14. COUNCIL & STAFF INFORMATIONAL REPORTS:

    a. Monterey County Mayor's Association [Mayor Bruce Delgado]
    b. AB1234 Reports ~~Council and staff opportunity to ask a question for clarification or make a brief report on his or her own activities as permitted by Government Code Section 54954.2.~~

ADJOURNMENT:

CERTIFICATION

I, Anita Sharp, Deputy City Clerk, of the City of Marina, do hereby certify that a copy of the foregoing agenda was posted at City Hall and Council Chambers Bulletin Board at 211 Hillcrest Avenue, Monterey County Library Marina Branch at 190 Seaside Circle, City Bulletin Board at the corner of Reservation Road and Del Monte Boulevard on or before 6:30 p.m., Friday, July 15, 2022.

_____

ANITA SHARP, DEPUTY CITY CLERK

City Council, Airport Commission and Redevelopment Agency meetings are recorded on tape and available for public review and listening at the Office of the City Clerk and kept for a period of 90 days after the formal approval of MINUTES.

City Council meetings may be viewed live on the meeting night and at 12:30 p.m. and 3:00 p.m. on Cable Channel 25 on the Sunday following the Regular City Council meeting date. In addition, Council meetings can be viewed at 6:30 p.m. every Monday, Tuesday and Wednesday. For more information about viewing the Council Meetings on Channel 25, you may contact Access Monterey Peninsula directly at 831-333-1267.

Agenda items and staff reports are public record and are available for public review on the City's website (www.ciytofmarina.org), at the Monterey County Marina Library Branch at 190 Seaside Circle and at the Office

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of the City Clerk at 211 Hillcrest Avenue, Marina between the hours of 10:00 a.m. 5:00 p.m., on the Monday preceding the meeting.

Supplemental materials received after the close of the final agenda and through noon on the day of the scheduled meeting will be available for public review at the City Clerk's Office during regular office hours and in a 'Supplemental Binder' at the meeting.

Members of the public may receive the City Council, Airport Commission and Successor Agency of the Former Redevelopment Agency Agenda at a cost of $55 per year or by providing a self-addressed, stamped envelope to the City Clerk. The Agenda is also available at no cost via email by notifying the City Clerk at marina@cityofmarina.org

ALL MEETINGS ARE OPEN TO THE PUBLIC. THE CITY OF MARINA DOES NOT DISCRIMINATE AGAINST PERSONS WITH DISABILITIES. Council Chambers are wheelchair accessible. Mmeetings are broadcast on cable channel 25 and recordings of meetings can be provided upon request. Tto request assistive listening devices, sign language interpreters, readers, large print agendas or other accommodations, please call (831) 884-1278 or e-mail: marina@cityofmarina.org. Rrequests must be made at least ***48 hours*** *in advance of the meeting.*

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EXHIBIT E

August 12, 2022 Item No. **11d**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of August 16, 2022

CITY COUNCIL CONSIDER ADOPTING RESOLUTION 2022-, AMENDING RESOLUTION NO. 80-71, AS AMENDED, PARAGRAPHS 8, 9, 13, AND 27, REGARDING BEST PRACTICES FOR PUBLIC ENGAGEMENT AND MEETING EFFICIENCY

REQUEST:

It is requested that the City Council consider:

1. Adopting Resolution No. 2022-, amending Resolution No. 80-71, as amended, Establishing the Rules and Procedures for the Conduct of Meetings;
2. Amending Paragraph 8 regarding Order of Business and Consideration and Sequence of Agenda Items;
3. Amending Paragraph 9 regarding Preparation of the Minutes;
4. Amending Paragraph 13 regarding Debate;
5. Amending Paragraph 27 regarding Manner of Addressing Council; and
6. Approving a new Agenda format in substantially the same form as Exhibit B.

BACKGROUND:

At the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71, "Establishing the Rules and Procedures for the Conduct of Meetings of the City Council" ("Rules and Procedures"). The Rules and Procedures govern Council conduct, and include provisions for the setting meetings, order of the agendas, Council debate, and conflicts of interest.

The Rules and Procedures have been amended multiple times over the years – primarily in regard to the order of the agenda and meeting times.[1] (**EXHIBIT A**.) More recently, the City Council directed staff to bring forward proposals regarding the Rules and Procedures to increase public engagement and improve meeting efficiency. While this is the present direction, a more comprehensive update can be brought forward to align the Rules and Procedures with the Marina Municipal Code, and incorporate all amendments into one document.

ANALYSIS:

Elected officials have a large body of work to get through, and it must be accomplished in a reasonable amount of time. A well-organized agenda, appropriate opportunities for public comment and following protocol are all essential to running an effective meeting.

Public Engagement

Public comment is an essential part of local government meetings. Hearing from the public is a critical part of the Council's role. Council members need to be in touch with the public and be responsive. That said, the purpose of public comment is to inform the Council of the public's views, and not to enter into debate or dialogue with Council.

[1] See Resolutions 85-1, 90-09, 91-17, 92-30, 94-15, 98-03, 99-01, 2001-106, 2009-41, 2011-32, 2011-33, 2011-65, and 2019-107.

Time limits on public comment are an important tool for running a meeting of reasonable length, and prioritizing the important discourse while participants are available. General public comment at the meeting's outset must be balanced against those members of the public that have come to speak on particular agenda items. Extensive general comment, prior to the Council's deliberation of agendized action items, can fatigue all participants and diminish the quality of the discourse and decision-making.

It is recommended that the Mayor and Council do not respond to general public comments. The Mayor may provide brief factual information, if appropriate, but should not enter into a back and forth exchange or call on staff to provide answers on the spot. A best practice is for staff to note input or questions and provide responses at a later date, or to place the item on a future agenda.

The City may adopt reasonable regulations for public comment, including time limits. Many public agencies allow up to three minutes, which can be limited if there are many participants or to accommodate a lengthy agenda. The public does not need to be given an opportunity to speak on an item that has already been considered by a committee made up exclusively of members of the Council at a public meeting, if all interested members of the public had the opportunity to speak on the item before or during its consideration, and if the item has not been substantially changed. In addition, the City may provide multiple ways for residents to express their views, which can further reduce pressure on meeting time, i.e., by encouraging letters and other written communication.

Staff proposes amendments to the current Agenda template in terms of public comments. (**EXHIBIT B**.) It is recommended that public input on the Consent Agenda be heard under general Public Comment. In this way, the Consent Agenda may be called, and if no items are pulled, adopted in one motion. Additionally, staff proposes to make the Agenda more user-friendly by including only those items brought forward for Council action.

Staff recommends changes to the Rules and Procedures, Paragraph 8 a), to separate Council and Staff Announcements from Public Comment. Subsection b) modifications reflect the new numbering, and update the Rules with gender-neutral language. Proposed additions are set forth in italicized font; deletions are noted in strikeout font:

8. Order of Business and Consideration and Sequence of Agenda Items.

   a) The business of the City Council shall be taken up for consideration and disposition in the following order:

      1. Call to Order 5:00p.m. (if there is to be a Closed Session)
      2. Roll Call and Establishment of Quorum
      3. *Public Comments*
      4. Closed Session (if any)
         Open Regular Session (6:30 p.m.) - Report Any Action taken in Closed Session
      5. Moment of Silence & Pledge of Allegiance
      6. Special Presentations - *no action; no public comment*
      7. ~~Special~~ *Council and Staff* Announcements ~~*and Communications from the Floor*~~
      8. *Public Comment – Up to a maximum of 3 minutes per person*
      9. Consent Agenda for Successor Agency (If any)
      10. Consent Agenda
      11. Public Hearings
      12. Other Council Action Items of the Successor Agency
      13. Other Action Items:
      14. Council & Staff Informational Reports – *no action taken, no public comment*
      15. Adjournment

b) The Mayor, at *their* ~~his/her~~ discretion and subject to majority vote overruling *them* ~~him/her~~, may re-arrange agenda items, provided that any items 'pulled' from Item *9*~~8~~, 'Consent Agenda' shall be considered following the last item of ltem *11*~~10~~, "Other Council Action Items."

Paragraph 27 a) of the Rules and Procedures, entitled "Manner of Addressing Council," sets forth the allotted time for public comments. Proposed modifications consider that members of the public cannot be required to provide their names or other information as prerequisite to speaking, and that the Council has the ability to limit public comment where necessary for meeting efficiency. Proposed additions are shown in italicized font; deletions are in strikeout font:

27. Addressing the Council

a) Manner of Addressing Council. Each person desiring to address the Council ~~shall step up to the speaker's rostrum, state his name and address for the record, state the subject he wishes to discuss, state whom he is representing if he represents an organization or other persons, and, unless further time is otherwise specifically provided for in these rules or is granted by majority vote of the Council, shall limit his remarks~~ *may comment for up to* ~~four~~ *three* (~~4~~*3*) minutes. All remarks shall be addressed to the Council as a whole and not to any member thereof. No question shall be asked a Council Member or a member of the City staff without the permission of the Presiding Officer.

c) After ~~Motion~~ Close of Public Hearing. After ~~a motion has been made or~~ a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so by the City Council.

Structured Discussion

Motion after public comment and prior to Council discussion can help focus Council discourse by identifying the issue to be decided. Accordingly, staff recommends the Council first solicit public input, and then make a motion, followed by Council discussion and a vote. This is the recommended process set forth in Rosenberg's Rules of Order, which is a simplified version of Robert's Rules of Order. Not only does this help identify the issue before the Council, but it ensures compliance with the Brown Act, which requires the public be provided an opportunity to speak prior to action being taken.

Paragraph 8 c) of the Rules and Procedures sets forth the procedure for consideration of Agenda Items. The proposed modifications are set forth below (additions shown in italicized font; deletions in strikeout font):

8. Order of Business and Consideration and Sequence of Agenda Items.

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:
   1. Mayor Introduces the Agenda Item
   2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
   3. Applicant/proponent, when appropriate, up to ten (10) minutes (at Presiding Officer's discretion)
   4. City Council Clarifying *Technical* Questions of Staff and Applicant/Proponent
   5. ~~Brief Council Comments and Motion~~ *Public Comments* – up to a maximum of ~~four~~ *three* (~~4~~*3*) minutes per person
   6. Mayor Closes Public Hearing/Public Comments

7. Council *Motion and* Discussion
8. Council Vote

A summary of the public hearing process is also included on the draft Agenda.

Paragraph 13 g), "Limitation of Debate" provides, "No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken." To enhance debate, and manage time more efficiently, some councils have adopted the rule that each person may speak twice on a given subject. This proposed modification is set forth below (additions shown in italicized font):

13. Rules of Debate.

g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken. *Council Members may speak twice on a given subject.*

Meeting Preparation

To aid in meeting efficiency, questions of staff should be asked in advance. This saves Council time during the meeting, and for those questions that must be addressed at the meeting, enables staff to prepare to answer the questions accurately and succinctly. As a result, meetings run more smoothly, Council is provided the information needed for decision-making, and the need to continue items to the next agenda is minimized.

Minutes

Many public agencies have adopted action minutes, which record what is done at a meeting and not what is said. This is also the guideline of Robert's Rules of Order, which governs Council conduct. The time and effort required to prepare detailed minutes summarizing what was said, and their subjective nature, are time-consuming and the effort often exceeds the value to the City and to the public. This is not necessary given that Council meetings are recorded and available through AMP and YouTube. The proposed modification to the Rules is set forth below (additions shown in italicized font; deletions in strikeout font):

9. Preparation of Minutes. The City Clerk shall have exclusive responsibility for preparation of ~~the~~ *action* minutes, and any directions for changes in the minutes shall be made only by majority action of the City Council.

CEQA:

Amendment of Resolution 80-71 is not subject to California Environmental Quality Act (CEQA) as it is not a "project" pursuant to Section 15378 of the CEQA Guidelines.

FISCAL IMPACT:

None identified.

CONCLUSION:

This request is submitted for City Council consideration and potential action.

Respectfully submitted,

_____

Heidi Quinn
Interim City Attorney
City of Marina

Attachments:

Exhibit A: Rules and Procedures, and Amendments
Exhibit B: Redlined and Integrated draft Agendas

RESOLUTION NO. 2022-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AMENDING RESOLUTION 80-71, AS AMENDED, PARAGRAPHS 8, 9, 13, AND 27, REGARDING BEST PRACTICES FOR PUBLIC ENGAGEMENT AND MEETING EFFICIENCY.

WHEREAS, at the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71 Establishing the Rules and Procedures for the Conduct of Meetings of the City Council ("Rules and Procedures"); and

WHEREAS, the City Council previously amended the Rules and Procedures by adopting Resolution Nos. 85-1, 90-09, 91-17, 92-30, 94-15, 98-03, 99-01, 2001-106, 2009-41, 2011-32, 2011-33, 2011-65, and 2019-107; and

WHEREAS, after discussion, the City Council directed staff to place on a future agenda a resolution to make proposed changes to the Rules and Procedures regarding public engagement and meeting efficiency; and

WHEREAS, staff proposes modifications to Paragraph 8 regarding Order of Business and Consideration and Sequence of Agenda Items, Paragraph 9 regarding Preparation of Minutes, Paragraph 13 regarding Debate, and Paragraph 27 regarding Manner of Addressing Council; and amendment of the Agenda format; and

WHEREAS, amendment of Resolution 80-71, as amended, is not subject to California Environmental Quality Act (CEQA) as it is not a "project" pursuant to Section 15378 of the CEQA Guidelines.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MARINA DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Rules and Procedures. The Rules and Procedures shall be modified as follows (new language in italics and deleted language in strike-out text):

1. Paragraph 8 of the Rules and Regulations shall be modified as follows:

   8. Order of Business and Consideration and Sequence of Agenda Items.

      a) The business of the City Council shall be taken up for consideration and disposition in the following order:

         1. Call to Order 5:00p.m. (if there is to be a Closed Session)
         2. Roll Call and Establishment of Quorum
         3. *Public Comments*
         4. Closed Session (if any)
            Open Regular Session (6:30 p.m.) - Report Any Action taken in Closed Session
         5. Moment of Silence & Pledge of Allegiance
         6. Special Presentations - *no action; no public comment*
         ~~7. Special~~ *Council and Staff* Announcements ~~*and Communications from the Floor*~~
         8. *Public Comment – Up to a maximum of 3 minutes per person*
         9. Consent Agenda for Successor Agency (If any)
         10. Consent Agenda
         11. Public Hearings
         12. Other Council Action Items of the Successor Agency

13. Other Action Items:
14. Council & Staff Informational Reports – *no action taken, no public comment*
15. Adjournment

b) The Mayor, at *their* ~~his/her~~ discretion and subject to majority vote overruling *them* ~~him/her~~, may re-arrange agenda items, provided that any items 'pulled' from Item *9*~~8~~, "Consent Agenda" shall be considered following the last item of Item *11*~~10~~, "Other Council Action Items."

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:
   1. Mayor Introduces the Agenda Item
   2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
   3. Applicant/proponent, when appropriate, up to ten (10) minutes (at Presiding Officer's discretion)
   4. City Council Clarifying *Technical* Questions of Staff and Applicant/Proponent
   5. ~~Brief Council Comments and Motion~~ *Public Comments* – up to a maximum of ~~four~~ *three* (~~4~~*3*) minutes per person
   6. Mayor Closes Public Hearing/Public Comments
   7. Council *Motion and* Discussion
   8. Council Vote

2. Paragraph 9 of the Rules and Regulations shall be modified as follows:

   9. Preparation of Minutes. The City Clerk shall have exclusive responsibility for preparation of ~~the~~ *action* minutes, and any directions for changes in the minutes shall be made only by majority action of the City Council.

3. Paragraph 13 of the Rules and Regulations shall be modified as follows:

   13. Rules of Debate.

   g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken. *Council Members may speak twice on a given subject*.

4. Paragraph 27 of the Rules and Regulations shall be modified as follows:

   27. Addressing the Council

   a) Manner of Addressing Council. Each person desiring to address the Council ~~shall step up to the speaker's rostrum, state his name and address for the record, state the subject he wishes to discuss, state whom he is representing if he represents an organization or other persons, and, unless further time is otherwise specifically provided for in these rules or is granted by majority vote of the Council, shall limit his remarks~~ *may comment for up to* ~~four~~ *three* (~~4~~*3*) minutes. All remarks shall be addressed to the Council as a whole and not to any member thereof. No question shall be asked a Council Member or a member of the City staff without the permission of the Presiding Officer.

c) After ~~Motion~~ Close of Public Hearing. After ~~a motion has been made or~~ a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so by the City Council.

5. The Agenda format shall be in substantially the same form as Attachment 1 hereto.

Section 3. Effective Date of Resolution. This Resolution shall take effect on immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting held this 16th day of August 2022, by the following vote:

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

_____
Bruce C. Delgado, Mayor

ATTEST:

_____
Anita Sharp, Deputy City Clerk

RESOLUTION NO. 80- 71

A RESOLUTION ESTABLISHING RULES AND PROCEDURES FOR THE CONDUCT OF THE MEETINGS OF THE MARINA CITY COUNCIL

-oOo-

WHEREAS, in order to provide for continuity of responsibility and to provide sufficient time and opportunity for full consideration and public discussion of important issues which the City Council must review and decide, and in order to provide for the orderly and expeditious conduct of council meetings, it is necessary and appropriate to adopt the following rules and procedures relating to the conduct of such meetings,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marina, as follows:

1. Purpose. The purpose of this resolution is to establish the procedure for the presentation and determination of matters coming before the Marina City Council, to provide for the fair and efficient consideration of said matters, and to insure that the public is fully informed of the matters coming before the City Council and has an opportunity to witness the deliberations of the members thereof in the conduct of public business, and that proper public involvement in the deliberations of the Council be encouraged.

2. Regular Meetings. The City Council shall hold regular meetings on the first and third Tuesdays of each month at the hour of 7:30 o'clock p.m. in the Council Chamber of the City Hall, 211 Hillcrest Avenue in the City, or in such other place within the city limits to which said meeting may be adjourned. If by reason of fire, flood or other emergency it shall be unsafe to meet in the City Hall, the meetings may be held for the duration of the emer-

gency at such other place as is designated by the Mayor or, if he should fail to act, by three members of the City Council. When the day for any regular meeting falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the following business day.

3. Study Sessions. The City Council shall meet in a study session on the first and third Tuesdays of each month at the hour of 7:00 o'clock p.m. in the Council Chamber of the City Hall, or at such other place as may be determined by the Council, for the purpose of hearing reports from the staff and reviewing, discussing and debating matters of interest to the City. Such sessions shall be open to the public and press. No official action shall be taken at a study session; provided, however, that nothing herein shall be deemed to prevent the taking of an informal vote on any matter under discussion. The participation of the public in such sessions shall be subject to the discretion of the presiding officer.

4. Special Meetings. Special meetings may be called at any time by the Mayor, or by three members of the City Council, by delivering personally or by mail written notice to each Council Member and to each local newspaper of general circulation, radio or television station requesting notice in writing. Such notice must be delivered personally or by mail at least twenty-four hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of the speical meeting and the business to be transacted. No other business shall be considered at such meetings. Such written notice may be dispensed with as to any Council Member who at or prior to the time the meeting convenes files with the City Clerk a written waiver of notice. Such

waiver may be given by telegram. Such written notice may also be dispensed with as to any Council Member who is actually present at the meeting at the time it convenes.

5. Meetings to be Public - Exception for Executive Sessions. All regular and special meetings of the City Council shall be public; provided, however, the City Council may hold executive sessions during a regular or special meeting, from which the public may be excluded, for the purpose of considering the matters referred to in §§54957-54957.6 of the Government Code of the State of California.

No member of the City Council, employee of the City, or any other person present during an executive session of the Council shall disclose to any person the content or substance of any discussion which took place during said executive session unless the City Council shall authorize the disclosure of such information by majority vote.

6. Agenda. All reports, communications, ordinances, resolutions, contract documents or other matters to be submitted to the Council at a regular meeting shall be delivered to the City Clerk not later than 12:00 o'clock noon on the Wednesday preceding the meeting. The City Clerk shall prepare an agenda of all such matters according to the order of business (paragraph 8 hereinbelow). The agenda shall be delivered or otherwise made available to the Council Members on the Friday preceding the Tuesday Council meeting to which it pertains, and shall be made available to the public no later than 10:00 o'clock a.m. on the Monday preceding the meeting. All matters shall be considered by the Council in the order listed on the agenda, to the extent of time available; provided, however, that the order of the agenda may be changed at any time by the

unanimous consent of all Council Members then present at a meeting. Agenda items not considered or completed for lack of time shall become agenda items at the following meeting in accordance with the foregoing policies. No matters other than those on the agenda shall be finally acted upon by the Council; provided, however, that a matter deemed to be an emergency by any Council Member, the City Manager or the City Attorney, or a matter which would become moot if not acted upon at the Council meeting at which it is brought up, with an explanation of the emergency or other necessity for bringing it up stated in open Council meeting, may be placed upon the agenda by a motion, seconded and carried, and then may be considered and acted upon by the Council.

7. Council Correspondence.

a) Availability to the Public. Correspondence addressed to the City Council which is received by the City Clerk or any other officer or employee of the City shall not become a public record until received and filed by the Council at a regular, special or adjourned meeting of the Council. Correspondence received in the City Clerk's office or other offices after 12:00 o'clock noon on the Wednesday preceding a regular Council meeting shall not be placed on the agenda unless it concerns a matter to be considered by the Council at the next regular meeting or is determined by the Mayor or the City Manager to be an urgent matter which should be brought to the immediate attention of the Council. Correspondence shall not be read aloud at a Council meeting unless requested by a majority vote of the Council.

b) Authority of City Manager. The City Manager is authorized to open and examine all mail or other written communications

addressed to the City Council and to give it immediate attention to the end that all administrative business referred to in said communications and not necessarily requiring Council action may be acted upon between Council meetings.

8. Order of Business. The business of the Council shall be taken up for consideration and disposition in the following order:

1. Call to Order
2. Pledge of Allegiance and Invocation.
3. Roll Call.
4. Approval of the Minutes.
5. Communications from Floor Not on Agenda.
6. Special Presentations (if any).
7. Consent Calendar Items.
8. Public Hearings.
9. Other Agenda Items - Consideration of Ordinances and Resolutions
10. Council and Staff Reports.
11. Executive Sessions (if any).
12. Adjournment.

The order of business shall not be changed except by majority vote of the City Council.

9. Preparation of Minutes. The City Clerk shall have exclusive responsibility for preparation of the minutes, and any directions for changes in the minutes shall be made only by majority action of the City Council.

10. Reading of Minutes. Unless the reading of the minutes of a Council meeting is ordered by a majority vote of the Council, such minutes may be approved without reading if the City Clerk has previously furnished each Council Member with a copy.

11. Presiding Officer. The Mayor shall be the Presiding Officer at all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tempore shall preside. In the absence of both the Mayor and Mayor Pro Tempore, the City Clerk shall call

the Council to order, whereupon a temporary Presiding Officer shall be elected by the Council Members present to serve until the arrival of the Mayor or Mayor Pro Tempore or until adjournment. Wherever in this resolution the term Mayor is used, it shall apply equally to the Presiding Officer as defined in this section.

12. Powers and Duties of Presiding Officer.

a) Participation. The Presiding Officer may move, second, debate and vote from the Chair.

b) Question to be Stated. The Presiding Officer or such member of the City staff as he may designate shall verbally restate each question immediately prior to calling for the vote. Following the vote the City Clerk shall announce whether the question carried or was defeated. The Presiding Officer in his discretion may publicly explain the effect of a vote for the audience, or he may direct a member of the City staff to do so, before proceeding to the next item of business.

c) Signing of Documents. The Presiding Officer shall sign all ordinances, resolutions, contracts, and other documents necessitating his signature which were adopted in his presence, unless he is unavailable, in which case the signature of an alternate Presiding Officer may be used.

d) Sworn Testimony. The Presiding Officer may require any person addressing the City Council to be sworn as a witness and to testify under oath, and the Presiding Officer shall so require if directed to do so by a majority vote of the Council.

13. Rules of Debate.

a) Getting the Floor. Every Council Member desiring to speak shall first address the Chair, gain recognition by the

Presiding Officer, and shall confine himself to the question under debate, avoiding personalities and indecorous language.

b) Questions to Staff. Every Council Member desiring to question the City staff shall, after recognition by the Presiding Officer, address his questions to the City Manager, the City Attorney, or to such other department head or member of the City staff as may be appropriate.

c) Interruptions. A Council Member, once recognized, shall not be interrupted when speaking unless called to order by the Presiding Officer, unless a point of order or personal privilege is raised by another Council Member, or unless the speaker chooses to yield to a question by another Council Member. If a Council Member while speaking, is called to order, he shall cease speaking until the question of order is determined and, if determined to be in order, may then proceed. Members of the City staff, after recognition by the Presiding Officer, shall hold the floor until completion of their remarks or until recognition is withdrawn by the Presiding Officer.

d) Points of Order. The Presiding Officer shall determine all points of order subject to the right of any Councilman to appeal to the Council. The Presiding Officer may consult with the City Manager or the City Attorney in connection with determining a point of order, or may refer the question involved to either one for determination. If an appeal is taken, the question shall be, "Shall the decision of the Presiding Officer be sustained?" A majority vote shall conclusively determine such question of order.

e) Point of Personal Privilege. The right of a Council

Member to address the Council on a question of personal privilege shall be limited to cases in which his integrity, character or motives are questioned or where the welfare of the Council is concerned. A Council Member raising a point of personal privilege may interrupt another Council Member who has the floor only if the Presiding Officer recognizes the privilege.

f) Privilege of Closing Debate. The Council Member moving the adoption of an ordinance, resolution or motion shall have the privilege of closing debate.

g) Limitation of Debate. No Council Member shall be allowed to speak more than once upon any particular subject until every other Council Member desiring to do so shall have spoken.

14. Ordinances, Resolution and Motions--Precedents. When any ordinance, resolution or motion is properly brought before the Council and seconded by another Council Member, no other action shall be considered except a point of order, or a motion to adjourn, to table, to table to a certain time, to close debate, to refer or to amend. Such items shall have precedence in the order stated in the preceding sentence. Points of order shall be ruled upon by the Presiding Officer, provided that such ruling may be overridden by a majority of the Council. All of such motions, except motions to amend, shall be put to a vote without debate and decided by a majority.

Any of the foregoing motions shall be in order at any time the speaker is duly recognized, except when repeated without intervening business or discussion, or if made when the motion to close debate has been adopted or while a vote is being taken.

a) Motion to Table. If a motion to table (without time

certain) passes, consideration of the matter may be resumed only upon the motion of a member voting with the majority on the motion to table.

b) Motion to Close Debate. When a motion to close debate is duly made and seconded, there shall be no further debate. If the question carries, the Presiding Officer shall put pending amendments to a vote, without debate, in the inverse order of their introduction before putting the main question. If the question is decided negatively, the main question and its amendments remain before the council.

c) Reconsideration. Providing that no intervening rights will be prejudiced, any Council Member who voted with the majority on a question may move the reconsideration of that question at the same meeting in which the original decision was made or at the next following meeting. After a motion for reconsideration has been acted upon, no other similar motion shall be made without unanimous consent.

15. Voting. Three affirmative votes are required to enact an ordinance or to adopt a resolution or motion granting a franchise or authorizing the payment or expenditure of money or incurring of a debt. The majority of a quorum is required to adopt other resolutions or motions. A "majority" refers to a majority of the quorum present.

Every ordinance shall be adopted by a roll call vote. All other matters may be referred to a vote unless a roll call is requested by any Council Member. On all matters for which a voice vote is authorized, the Presiding Officer may ask for, "objections to the question?". If no objection is expressed, the Presiding Officer shall, "so order," and the minutes shall record a unanimous

vote in favor. If any Council Member objects to the procedure, a roll call vote shall be called in the normal manner.

16. Failure to Vote. Every Council Member should vote unless disqualified by reason of a conflict of interest. A Council Member who abstains from voting in effect consents that a majority of the quorum may decide the question voted upon.

17. Silence Constitutes Affirmative Vote. Unless a member of the Council states that he is not voting, his silence shall be recorded as an affirmative vote.

18. Tie Vote. Tie votes shall be lost motions and may be reconsidered.

19. Changing Vote. A member may change his vote only if he makes a timely request to do so immediately following the announcement of the vote by the City Clerk and prior to the time that the next item in the order of business is taken up. A Council Member who publicly announces that he is abstaining from voting on a particular matter shall not subsequently be allowed to withdraw his abstention.

20. Disqualification for Conflict of Interest. Any Council Member who is disqualified from voting on a particular matter by reason of a conflict of interest shall publicly state or have the Presiding Officer state the nature of such disqualification in open meeting. Where no clearly disqualifying conflict of interest appears, the matter of disqualification may, at the request of the Council Member affected, be decided by the other Council Members or the City Attorney. A Council Member who is disqualified by reason of a conflict in interest in any matter shall not remain in his seat during the debate and vote on such matter, but shall

request and be given the permission of the Presiding Officer to step down from the Council table. A Council Member stating such disqualification shall not be counted as a part of a quorum and shall be considered absent for the purpose of determining the outcome of any vote on such matter.

21. Remarks of Council Member and Synopsis of Debate. A Council Member may request through the Presiding Officer the privilege of having an abstract of his statement on any subject under consideration by the Council entered in the minutes. If the Council consents thereto, such statement shall be entered in the minutes.

22. Protest Against Council Action. Any Council Member shall have the right to have the reasons for his dissent from, or protest against, any action of the Council entered in the minutes. Such dissent or protest to be entered in the minutes shall be made in the following manner: "I would like the minutes to show that I am opposed to this action for the following reasons...".

23. Rules of Order. Except as otherwise provided in this resolution, other rules adopted by the City Council or applicable provisions of State law, the procedures of the Council shall be governed, to the extent applicable, by the latest revised edition of Robert's Rules of Order.

24. Failure to Observe Rules of Order. Rules adopted to expedite the transaction of the business of the Council in an orderly fashion are deemed to be procedural only and the failure to strictly observe such rules shall not affect the jurisdiction ot the Council or invalidate any action taken at a meeting that is otherwise held in conformity with law.

25. Ordinances, Resolutions and Contracts.

a) All ordinances shall be prepared by the City Attorney. No ordinance shall be prepared for presentation to the Council unless ordered by a majority vote of the Council, or requested by the Mayor, or City Manager, or prepared by the City Attorney on his own initiative.

b) Prior Approval by Administrative Staff. All ordinances, resolutions and contract documents shall, before presentation to the Council, have been approved as to form and legality by the City Attorney and shall have been examined and approved for administration by the City Manager or his authorized representative.

26. Reading of Ordinances and Resolutions. At the time of adoption of an ordinance or a resolution, it shall be read in full unless, after the reading of the title thereof, the further reading thereof is waived by unanimous consent of the Council Members present. Such consent may be expressed by a statement by the Presiding Officer that "if there is no objection, the further reading of the ordinance or resolution shall be waived". If any Council Member so requests, the ordinance or resolution shall be read in full.

27. Addressing the Council.

a) Manner of Addressing Council. Each person desiring to address the Council shall step up to the speaker's rostrum, state his name and address for the record, state the subject he wishes to discuss, state whom he is representing if he represents an organization or other persons, and, unless further time is otherwise specifically provided for in these rules or is granted by majority vote of the Council, shall limit his remarks to three (3) minutes. All

remarks shall be addressed to the Council as a whole and not to any member thereof. No question shall be asked a Council Member or a member of the City staff without the permission of the Presiding Officer.

b) Spokesman for Group of Persons. In order to expedite matters and to avoid repetitious presentations, whenever any group of persons wishes to address the Council on the same subject matter, it shall be proper for the Presiding Officer to request that a spokesman be chosen by the group to address the Council and, in case additional information or matters are to be presented by any other member of said group, to limit the number of such persons addressing the Council.

c) After Motion. After a motion has been made or a public hearing has been closed, no member of the public shall address the Council from the audience on the matter under consideration without first securing permission to do so by the City Council.

28. Rules of Decorum.

a) Council Members. While the Council is in session, the members must preserve order and decorum, and a member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Council nor disturb any member while speaking or refuse to obey the orders of the Presiding Officer.

b) Employees. Members of the City staff and employees shall observe the same rules of order and decorum as are applicable to the City Council.

c) Persons Addressing the Council. Any person making impertinent, slanderous or profane remarks, or who becomes boisterous while addressing the Council, shall be called to order by the

Presiding Officer and, if such conduct continues, may at the discretion of the Presiding Officer be barred from further audience before the Council during that meeting, unless permission to continue be granted by a majority of the Council.

d) Members of the Audience. Any person in the audience who engages in disorderly conduct such as hand clapping, stamping of feet, whistling, using profane language, yelling, and similar demonstrations, which conduct disturbs the peace and good order of the meeting, or who refuses to comply with the lawful orders of the Presiding Officer, shall be guilty of an infraction, and upon instructions from the Presiding Officer, it shall be the duty of the Sergeant at Arms to remove any such person from the Council Chamber and to place him under arrest or otherwise cause him to be prosecuted under the law.

29. Enforcement of Decorum. The Director of Public Safety or such member or members of the Public Safety Department as he may designate, shall be Sergeant at Arms of the City Council and shall carry out all orders given by the Presiding Officer for the purpose of maintaining order and decorum at the Council meetings. Any Council Member may move to require the Presiding Officer to enforce the rules, and the affirmative vote of a majority of the Council shall require him to do so.

30. Public Hearings. The following rules shall apply to all public hearings, except when proceedings are held under general laws of the State of California which require different procedures.

a) The Mayor shall state the subject matter of the hearing and declare the public hearing open. Before doing so, he may determine whether or not there are proponents or opponents who wish

to make presentations, how many persons wish to be heard, or other matters which may affect the conduct of the proceedings. He may impose and announce reasonable time limits on presentations or oral arguments by the public.

b) The City Manager or appropriate staff member shall give a factual summary of the matter.

c) The proponents shall be heard. (Written correspondence shall be summarized by the Clerk.)

d) The opponents shall be heard. (Written correspondence shall be summarized by the Clerk.)

e) Each side shall be given a reasonable time for rebuttal. Additional speakers must limit their remarks to providing new information that was not already covered by other speakers.

f) Prior to the close of the public hearing, the Mayor shall give those persons wishing to place their names on the record as being for or against, without presenting an oral argument, an opportunity to do so.

g) The public hearing shall be declared closed.

h) The Council shall discuss and determine the matter.

i) After the public hearing is closed, the public shall not be recognized to speak except to answer any question not covered in the public hearing, and provided that whenever any such answer is given, the opposing side shall be given an opportunity to present facts in rebuttal of the answer given.

31. Policy on Public Input. It is the declared policy of the City Council that any member of the public wishing to be heard on a matter under consideration by the City Council shall be given a reasonable opportunity to do so. Prior to the vote on any issue

the Mayor shall determine whether or not anyone present wishes to be heard. The Mayor may establish reasonable time limits for oral presentations and shall limit the presentation to the matter before the City Council at that time.

32. Absences from Council Meetings. Pursuant to Government Code §36513, if a City Council Member is absent without permission from all regular Council meetings for 60 days consecutively from the last regular meeting he attended, his office becomes vacant and shall be filled by the Council as any other vacancy. In addition, should any Council Member be absent from two (2) consecutive regular Council meetings, or from three (3) regular Council meetings in any six-month period, without permission from (i.e., not excused for good cause by) the Council, the Council may determine that the best interests of the City would be served by said Council Member's resignation, and may request such resignation in a letter authorized by vote of the Council.

33. Automatic Adjournment. Unless otherwise adjourned, all meetings of the City Council shall automatically be adjourned at 10:00 o'clock p.m., except that a majority may extend the automatic adjournment to 10:30 o'clock p.m., and adjournment may be further postponed only by unanimous consent to adjourn not later than a specified time.

34. Amendment of Rules. These rules may be amended by the Council by an affirmative vote of a majority of a quorum; provided, however, that where a provision of these rules require action by a specific affirmative vote which is greater than a majority of a quorum, then an amendment to that rule requires the same vote required for the rule proposed to be amended.

35. Prior Resolution Repealed. The prior resolution of this Council relating to Council meeting procedures, being Resolution No. 76-1, is hereby repealed.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular council meeting duly held on December 2, 1980, by the following vote:

AYES: COUNCIL MEMBERS: Davis, Bird, Laden, Takahashi and Mayor Ouye

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

Robert T. Ouye, Mayor

ATTEST:

Douglas J. Flautt, City Clerk

EXHIBIT A

RESOLUTION NO. 85-1

A RESOLUTION AMENDING RESOLUTION 80-71 ESTABLISHING RULES AND PROCEDURES FOR THE CONDUCT OF THE MEETING OF THE MARINA CITY COUNCIL

-o0o-

BE IT RESOLVED by the City Council of the City of Marina, as follows:

1. That Resolution No. 80-71 entitled "A Resolution Establishing Rules and Procedures for the Conduct of the Meetings of the Marina City Council", passed and adopted on December 2, 1980, is hereby amended as follows:

8. ORDER OF BUSINESS

The business of the Council shall be taken up for consideration and dispostion in the following order:

1. Call to Order
2. Pledge of Allegiance and Invocation
3. Roll Call
4. Approval of the Minutes
5. Presentations
6. Communications from the Floor (Not on the Agenda)
7. Council and Staff Reports
8. Correspondence
9. Consent Calendar
10. Public Hearings
11. Other Agenda Items
12. Executive Session
13. Adjournment

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Marina duly held on January 8, 1985, by the following vote:

AYES, Councilmembers: Ayers, Blake, Ouye, Kosorek and Mayor Takahashi

NOES, Councilmembers: None

ABSENT, Councilmembers: None

Sleigh Takahashi
MAYOR

ATTEST:

Lam W. Bagley
CITY CLERK

RESOLUTION NO. 91-Ø9

A RESOLUTION AMENDING RESOLUTION 85-1 ESTABLISHING RULES AND PROCEDURES FOR THE CONDUCT OF THE MEETING OF THE MARINA CITY COUNCIL

BE IT RESOLVED by the City Council of the City of Marina, as follows:

1. That Resolution No. 85-1 entitled "A Resolution Establishing Rules and Procedures for the Conduct of the Meetings of the Marina City Council:, passed and adopted on January 8, 1985, is hereby amended as follows:

8. ORDER OF BUSINESS

The business of the Council shall be taken up for consideration and disposition in the following order:

1. Call to order
2. Roll Call & Establishment of Quorum
3. Closed Session
4. Pledge of Allegiance & Words of Inspiration/Moments of Silence
5. Communications From The Floor
6. Special Presentations
7. Consent Agenda (includes Approval of Minutes)
8. Public Hearings
9. Other Council Action Items
1Ø. Council & Staff Informational Reports
11. Correspondence
12. Adjournment

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Marina duly held on the 5th day of February, 1991, by the following vote:

AYES, COUNCIL MEMBERS: Takali, Yates, Horning, Perrine and Mayor Johnsen

NOES, COUNCIL MEMBERS: None

ABSENT, COUNCIL MEMBERS: None

Edith Johnsen

EDITH JOHNSEN, Mayor

ATTEST:

JOY B. JUNSAY, City Clerk

RESOLUTION NO. 91-17

A RESOLUTION AMENDING RESOLUTION 91-09 ESTABLISHING RULES AND PROCEDURES FOR THE CONDUCT OF THE MEETING OF THE MARINA CITY COUNCIL

BE IT RESOLVED by the City Council of the City of Marina, as follows:

1. That Resolution No. 91-09 entitled "A Resolution Establishing Rules and Procedures for the Conduct of the Meetings of the Marina City Council:, passed and adopted on February 5, 1991, is hereby amended as follows:

8. ORDER OF BUSINESS

The business of the Council shall be taken up for consideration and disposition in the following order:

1. Call to order
2. Roll Call & Establishment of Quorum
3. Closed Session
4. Pledge of Allegiance & Words of Inspiration/Moments of Silence
5. Special Presentations
6. Communications From The Floor
7. Public Hearings
8. Other Council Action Items
9. Consent Agenda (includes Approval of Minutes)
10. Council & Staff Informational Reports
11. Correspondence
12. Adjournment

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Marina duly held on the 19th day of March, 1991, by the following vote:

AYES, COUNCIL MEMBERS: Takali, Yates, Horning, Perrine and Mayor Johnsen

NOES, COUNCIL MEMBERS: None

ABSENT, COUNCIL MEMBERS: None

EDITH JOHNSEN, Mayor

ATTEST:

JOY P. JUNSAY, City Clerk

RESOLUTION NO. 92-30

A RESOLUTION AMENDING RESOLUTION 91-17 ESTABLISHING RULES AND PROCEDURES FOR THE CONDUCT OF THE MEETING OF THE MARINA CITY COUNCIL

BE IT RESOLVED by the City Council of the City of Marina, as follows:

1. That Resolution No. 91-17 entitled "A Resolution Amending Resolution 91-09 Establishing Rules and Procedures for the Conduct of the Meetings of the Marina City Council", passed and adopted on March 19, 1991, is hereby amended as follows:

8. ORDER OF BUSINESS

The business of the Council shall be taken up for consideration and disposition in the following order:

1. Call to order
2. Roll Call & Establishment of Quorum
3. Closed Session
4. Pledge of Allegiance & Words of Inspiration/Moments of Silence
5. Special Presentations
6. Communications From The Floor
7. Special Announcements
8. Public Hearings
9. Other Council Action Items
10. Consent Agenda (includes Approval of Minutes)
11. Council & Staff Informational Reports
12. Correspondence
13. Adjournment

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Marina duly held on the 3rd day of June, 1992, by the following vote:

AYES,	COUNCIL MEMBERS:	Takali, Yates, Horning, Perrine and Mayor Johnsen.
NOES,	COUNCIL MEMBERS:	None
ABSENT,	COUNCIL MEMBERS:	None

Edith Johnsen
EDITH JOHNSEN, Mayor

ATTEST:

JOY P. JUNSAY, City Clerk

RESOLUTION NO. 94-15

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA
AMENDING RESOLUTION NO. 80-71 AND 92-30
RELATING TO THE HOURS OF REGULAR MEETINGS AND
THE ORDER OF BUSINESS

BE IT RESOLVED by the City Council of the City of Marina, as follows:

1. That Resolution No. 80-71, Section 2, entitled "Regular Meetings" passed and adopted on December 2, 1980, is hereby amended as follows:

2. Regular Meeting The City Council shall hold regular meetings on the first and third Tuesday of each month at the hour of 6:30 p.m. in the Council Chambers of the City Hall, 211 Hillcrest Avenue in the City, or in such other place within the city limits to which said meeting may be adjourned. If by reason of fire, flood or other emergency it shall be unsafe to meet in the City Hall, the meetings may be held for the duration of the emergency at such other place as is designated by the Mayor or, if he should fail to act, by three members of the City Council. When the day for any regular meeting falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the following business day.

2. That Resolution No. 92-30 amending the Order of Business passed and adopted June 3, 1992, is hereby amended as follows:

8. ORDER OF BUSINESS.

The business of the Council shall be taken up for consideration and disposition in the following order:

1. CALL TO ORDER 6:00 P.M.
2. ROLL CALL & ESTABLISHMENT OF QUORUM
3. CLOSED SESSION
4. OPEN REGULAR SESSION - REPORT ON ANY ACTION TAKEN IN CLOSED SESSION
5. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE
6. SPECIAL PRESENTATIONS
7. SPECIAL ANNOUNCEMENTS
8. COMMUNICATIONS FROM THE FLOOR
9. CONSENT AGENDA
10. PUBLIC HEARINGS
11. OTHER COUNCIL ACTIONS ITEMS
12. COUNCIL & STAFF INFORMATIONAL REPORTS
13. CORRESPONDENCE
14. ADJOURNMENT

PASSED AND ADOPTED at an Adjourned Regular Meeting of the City Council of the City of Marina duly held on the 7th day of April, 1994, by the following vote:

AYES,	COUNCIL MEMBERS:	John Wilmot, Loyde Yates, Mayor Pro Tem Jim Perrine & Mayor Zaruk Takali.
NOES,	COUNCIL MEMBERS:	NONE
ABSENT,	COUNCIL MEMBERS:	NONE

Zaruk Takali, Mayor

ATTEST:

Joy P. Junsay, City Clerk

RESOLUTION NO. 98-03

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA
AMENDING RESOLUTION NO. 94-15 RELATING TO THE ORDER OF BUSINESS

BE IT RESOLVED by this City Council of the City of Marina, that Resolution No. 94-15 is hereby amended to delete Section 8 in its entirety and is replaced by a new Section 8 to read as follows:

8. ORDER OF BUSINESS

The business of the Council shall be taken up for consideration and disposition in the following order:

1. CALL TO ORDER 6:00 P.M.
2. ROLL CALL & ESTABLISHMENT OF QUORUM
3. CLOSED SESSION
4. OPEN REGULAR SESSION - REPORT ON ANY ACTION TAKEN IN CLOSED SESSION
5. MOMENT OF SILENCE (Please stand) & PLEDGE OF ALLEGIANCE
6. SPECIAL PRESENTATIONS
7. SPECIAL ANNOUNCEMENTS
8. COMMUNICATIONS FROM THE FLOOR
9. CONSENT AGENDA
10. PUBLIC HEARINGS
11. OTHER COUNCIL ACTION ITEMS
12. COUNCIL & STAFF INFORMATIONAL REPORTS
13. CORRESPONDENCE
14. ADJOURNMENT

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Marina duly held on the 20th day of January, 1998, by the following vote:

AYES,	COUNCIL MEMBERS:	H. GUSTAFSON, J. WILMOT, J. PERRINE.
NOES,	COUNCIL MEMBERS:	J. VOCELKA.
ABSENT,	COUNCIL MEMBERS:	NONE
ABSTAIN,	COUNCIL MEMBERS:	NONE

James L. Vocelka, Mayor

ATTEST:

Joy P. Junsay, City Clerk

RESOLUTION NO. 99-01

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA
AMENDING RESOLUTION NO. 98-03 RELATING TO THE ORDER OF BUSINESS

WHEREAS, the City Council adopted Resolution No. 98-03 is hereby amended as follows:

8. ORDER OF BUSINESS

The business of the City Council shall be taken up for consideration and disposition in the following order:

1. CALL TO ORDER ~~6:00 P.M.~~ 5:30 P.M.
2. ROLL CALL & ESTABLISHMENT OF QUORUM
3. CLOSED SESSION
4. OPEN REGULAR SESSION (6:30 P.M.) - REPORT ON ANY ACTION TAKEN IN CLOSED SESSION
5. MOMENT OF SILENCE (Please stand) & PLEDGE OF ALLEGIANCE (Please remaining standing)
6. SPECIAL PRESENTATIONS
7. SPECIAL ANNOUNCEMENTS
8. COMMUNICATIONS FROM THE FLOOW
9. CONSENT AGENDA
10. PUBLIC HEARINGS
11. OTHER COUNCIL ACTION ITEMS
12. COUNCIL & STAFF INFORMATIONAL REPORTS
13. CORRESPONDENCE
14. ADJOURNMENT

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Marina duly held on the 5th day of January, 1998, by the following vote:

AYES,	COUNCIL MEMBERS:	D. Cleary, H. Gustafson, I. Mettee-McCutchon, K. Nishi, and Mayor J. Perrine.
NOES,	COUNCIL MEMBERS:	NONE
ABSENT,	COUNCIL MEMBERS:	NONE
ABSTAIN,	COUNCIL MEMBERS:	NONE

James E. Perrine, Mayor

ATTEST:

Joy P. Junsay, City Clerk

RESOLUTION NO. 2001-106

A RESOLUTION AMENDING RESOLUTION NO. 80-71 REGARDING THE HOURS OF REGULAR MEETINGS OF THE CITY COUNCIL

-oOo-

BE IT RESOLVED by the City Council of the City of Marina, that paragraph 2 of Resolution No. 80-71 is hereby amended to show that City Council meetings should begin at 5:30 P.M. on the days indicated so that said paragraph now reads as follows:

> "2. Regular Meetings. The City Council shall hold regular meetings on the first and third Tuesday of each month at the hour of 5:30 p.m. in the Council Chambers of City Hall, 211 Hillcrest Avenue in the City, or such other place within the City limits to which said meeting may be adjourned. If by reasons of fire, flood or other emergency it shall be unsafe to meet in City Hall, the meetings may be held for the duration of the emergency at such other place as is designated by the Mayor or, if he should fail to act, by three members of the City Council. When the day for any regular meeting falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the following business day."

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on September 18, 2001, by the following vote:

AYES: COUNCIL MEMBERS: J. Perrine, H. Gustafson, B. Delgado, I. Mettee-McCutchon and M. Morrison.

NOES: COUNCIL MEMBERS: None.

ABSENT: COUNCIL MEMBERS: None.

James E. Perrine, Mayor

ATTEST:

Joy P. Gunsay, City Clerk

LAW OFFICES OF
RT R. WELLINGTON
7 CASS STREET
SUITE D
MONTEREY,
CALIFORNIA 93940
TELEPHONE
(831) 373-8733

RESOLUTION NO. 2009-41

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA REPEALING SECTION 27a OF RESOLUTION NO. 80-71 AND APPROVING CHANGING THE THREE MINUTE LIMITATION FOR PUBLIC COMMENTS TO FOUR (4) MINUTES

WHEREAS, on December 2, 1980, the City Council of the City of Marina adopted Resolution No. 80-71 which limits the public from addressing the City Council to three (3) minutes, and;

WHEREAS, at a regular meeting of January 20, 2009 Council member Frank O'Connell requested that the council place as a future agenda item the modifying of the three minute limitation of comments made by the public on action matters, and;

WHEREAS, on March 17, 2009, the City Council discussed and received public input.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby:

1. Repeal Section 27a of Resolution No. 80-71 relative to three (3) minute time limit for public comment;
2. Approve changing three (3) minute limitation for public comment to four (4) minutes; and
3. Encourage the commissions, committees and boards to do the same and go with four (4) minutes for public comment.

PASSED AND ADOPTED by the City Council of the city of Marina at a regular meeting duly held on the 17th day of March 2009, by the following vote:

AYES, COUNCIL MEMBERS: Ford, McCall, O'Connell, Delgado
NOES, COUNCIL MEMBERS: Gray
ABSENT, COUNCIL MEMBERS:
ABSTAIN, COUNCIL MEMBERS:

Bruce C. Delgado, Mayor

ATTEST:

Dimitra M. Hubbard, Deputy City Clerk

RESOLUTION NO. 2011-32
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AMENDING PARAGRAPH 34 OF RESOLUTION NO. 80-71 ENTITLED "AMENDMENT OF RULES"

WHEREAS, at the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71 Establishing the Rules and Procedures for the Conduct of Meetings of the City Council ("Rules and Procedures"); and

WHEREAS, Paragraph 34 of the Rules and Procedures, entitled "Amendment of Rules," provides that the rules may be amended by an affirmative vote of a majority of a quorum; provided, however, that where a provision of the rules require action by a super-majority, then an amendment to such a rule also requires a vote by that same super-majority; and

WHEREAS, the Council has determined that on occasion the unanimous vote requirement of Paragraph 33 of the Rules and Procedures to postpone adjournment beyond 10:30 p.m. results in City Council business/matters not being concluded during the meeting, even as to matters where interested parties have waited up to four hours for consideration;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marina, that Paragraph 34, entitled "Amendment of Rules," of the Rules and Procedures is hereby deleted in its entirety and replaced with a new paragraph 34 to read as follows (new language shown in italics):

> "34. Amendment of Rules. These rules may be amended by an affirmative vote of a majority of a quorum; provided, however, that *except as to rules relating to adjournment,* where a provision of these rules requires action by a specific affirmative vote which is greater than a majority of a quorum, then amendment to that rule requires the same vote required for the rule proposed to be amended."

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on March 1, 2011, by the following vote:

AYES: COUNCIL MEMBERS: Brown, Ford, O'Connell, Delgado
NOES: COUNCIL MEMBERS: None
ABSENT: COUNCIL MEMBERS: Amadeo
ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Acting Deputy City Clerk

RESOLUTION NO. 2011-33
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA
AMENDING PARAGRAPH 33 OF
RESOLUTION NO. 80-71 ENTITLED "AUTOMATIC ADJOURNMENT"

WHEREAS, at the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71 Establishing the Rules and Procedures for the Conduct of Meetings of the City Council ("Rules and Procedures"); and

WHEREAS, Paragraph 33 of the Rules and Procedures, entitled "Automatic Adjournment," provides for automatic adjournment at 10:00 p.m. except that a majority may extend adjournment to 10:30p.m., and adjournment may then be further postponed by unanimous consent; and

WHEREAS, the Council has determined that on occasion the unanimous vote requirement of Paragraph 33 of the Rules and Procedures to postpone adjournment beyond 10:30 p.m. results in City Council business/matters not being concluded during the meeting, even as to matters where interested parties have waited up to four hours for consideration;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marina, that Paragraph 33 of the Rules and Procedures, entitled "Automatic Adjournment," of the Rules and Procedures is hereby deleted in its entirety and replaced with a new paragraph 34 to read as follows:

> "33. Automatic Adjournment. Unless otherwise adjourned, all meetings of the City Council shall automatically be adjourned at 10:00 o'clock p.m., except that a majority may by one or more motions act to extend the automatic adjournment to not later than a specified time, or for completion of a particular item or items, as specified in the motion to extend the time of adjournment."

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on March 1, 2011, by the following vote:

AYES: COUNCIL MEMBERS: Brown, Ford, O'Connell, Delgado
NOES: COUNCIL MEMBERS: None
ABSENT: COUNCIL MEMBERS: Amadeo
ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Acting Deputy City Clerk

RESOLUTION NO. 2011-65

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AMENDING RESOLUTION NO. 80-71, PARAGRAPH 7 (a) TO MODIFY THE TIME AT WHICH CORRESPONDENCE BECOMES A PUBLIC RECORD AND PARAGRAPH 8 TO COMBINE SPECIAL ANNOUNCEMENTS AND COMMUNICATIONS FROM THE FLOOR, ELIMINATE "CORRESPONDENCE" FROM THE ORDER OF BUSINESS AND THE AGENDA AND ALLOW THE MAYOR, SUBJECT TO MAJORITY VOTE OVERRULING HIM/HER, TO RE-ARRANGE AGENDA ITEMS

WHEREAS, at the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71 Establishing the Rules and Procedures for the Conduct of Meetings of the City Council ("Rules and Procedures"); and

WHEREAS, at the regular meeting of April 5, 2011, the City Council considered three actions to further streamline City Council meetings; and,

WHEREAS, after discussion, the City Council approved and directed staff to place on a future agenda a resolution to make the following changes to the Rules and Procedures:

a) That correspondence addressed to the City council which is received by the City Clerk or any other officer or employee of the city becomes a public record as soon as it is received; and,

b) Eliminate "correspondence" from the agenda; and

c) Combine special announcements and communications from the floor; and,

d) Allow the Mayor, subject to majority vote overruling him/her, to re-arrange agenda; and,

WHEREAS, Paragraph 7 (a) of the Rules and Procedures, entitled "Availability to the Public," establishes the time at which correspondence addressed to the City Council is a public record; and,

WHEREAS, Paragraph 8 of the Rules and Procedures, entitled "Order of Business and Consideration and Sequence of Agenda Items," establishes the order of taking up business during Council meetings, thereby establishing the agenda, and a prohibition as to changing the Order of Business;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marina, as follows:

1. That Paragraph 7 (a) of the Rules and Procedures, entitled "Availability to the Public," is hereby deleted in its entirety and replaced with a new Paragraph so that the paragraph now reads as follows (*new language shown in italics*):

"a) Availability to the Public. Correspondence addressed to the City Council which is received by the City Clerk or any other officer or employee of the City *becomes a disclosable public record, unless subject to an exemptions under the California Public Records Act, as soon as it is received.* Correspondence received in the City Clerk's office or other offices after 12:00 o'clock noon on the Wednesday preceding a regular meeting shall not be placed on the agenda unless it concerns a matter to be considered by the Council at the next regular meeting or is determined by the Mayor or the City Manager to be an urgent matter which should be brought to the immediate attention of the Council. Correspondence shall not be read aloud at a Council meeting unless requested by a majority vote of the Council."

2. That Paragraph 8 of the Rules and Procedures, as previously amended, entitled "Order of Business and Consideration of Agenda Items," is hereby deleted in its entirety and replaced with a new Paragraph so that the Paragraph now reads as follows (*changes shown in italics*):

"8. Order of Business and Consideration and Sequence of Agenda Items.

a) The business of the City Council shall be taken up for consideration and disposition in the following order (Resolution No. 99-01):

1. Call to Order 5:30 p.m. (if there is to be a Closed Session)
2. Roll Call and Establishment of Quorum
3. Closed Session (if any)
4. Open Regular Session (6:30 p.m.) – Report Any Action taken in Closed Session
5. Moment of Silence & Pledge of Allegiance
6. Special Presentations
7. Special Announcements and *Communications from the Floor –4 Minutes Each Person pursuant to Paragraph 27 a)*
8. Consent Agenda
9. Public Hearings
10. Other Council Action Items
11. Council & Staff Informational Reports
12. Adjournment

b) *The Mayor, at his/her discretion and subject to majority vote overruling him/her, may re-arrange agenda items,* provided that any items 'pulled' from Item 8, 'Consent Agenda' shall be considered following the last item of Item 10, 'Other Council Action Items'.

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:

1. Mayor Introduces the Agenda Item
2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
3. Applicant/proponent, when appropriate, up to 10 minutes (at Presiding Officer's discretion)
4. City Council Clarifying Questions of Staff and Applicant/Proponent
5. Brief Council Comments and Motion
6. Public Comments – 4 Minutes Each Person *pursuant to Paragraph 27 a)*
7. Mayor Closes Public Hearing/Public Comments
8. Council Discussion
9. Council Vote"

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on April 19, 2011, by the following vote:

AYES: COUNCIL MEMBERS: Amadeo, Brown, Ford, O'Connell, Delgado
NOES: COUNCIL MEMBERS: None
ABSENT: COUNCIL MEMBERS: None
ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Acting Deputy City Clerk

c) The following shall be the procedure for consideration and sequence of each Agenda Item, including Public Hearings:

1. Mayor Introduces the Agenda Item
2. City Manager/Executive Director (or designee/Council Member) Presents Staff Report
3. Applicant/proponent, when appropriate, up to 10 minutes (at Presiding Officer's discretion)
4. City Council Clarifying Questions of Staff and Applicant/Proponent
5. Brief Council Comments and Motion
6. Public Comments – 4 Minutes Each Person *pursuant to Paragraph 27 a)*
7. Mayor Closes Public Hearing/Public Comments
8. Council Discussion
9. Council Vote"

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on April 19, 2011, by the following vote:

AYES: COUNCIL MEMBERS: Amadeo, Brown, Ford, O'Connell, Delgado
NOES: COUNCIL MEMBERS: None
ABSENT: COUNCIL MEMBERS: None
ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Acting Deputy City Clerk

EXHIBIT A

RESOLUTION NO. 2019- 107

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA AMENDING RESOLUTION NO. 80-71, PARAGRAPHS 2 AND 8 a), TO MODIFY THE HOUR AT WHICH THE CITY COUNCIL WILL CONVENE IN CLOSED SEESION AT A REGULAR MEETING

WHEREAS, at the regular meeting of December 12, 1980, the City Council adopted Resolution No. 80-71 Establishing the Rules and Procedures for the Conduct of Meetings of the Marina City Council ("Rules and Procedures"); and

WHEREAS, at the regular meetings of April 7, 1994 (Reso. 94-15), January 5, 1998 (Reso. 99-01), October 18, 2001 (Reso. 01-106), and April 19, 2011 (Reso. 2011-65), the City Council considered actions to further set the hours for convening City Council meetings in closed session and in open session; and

WHEREAS, Paragraphs 2 and 8.a) as amended of the Rules and Procedures, entitled "Regular Meetings" and "Order of Business and Consideration and Sequence of Agenda Items," establish the hour and the order of taking up business during Council meetings, thereby establishing the agenda, and preclude arbitrarily setting the times the Council may convene in closed and open session; and

WHEREAS, after discussion and soliciting comments from the public the Council has determined that if there is to be a closed session on an Agenda for a regular meeting, the Council should convene at the hour of 5:00 p.m.; and

WHEREAS, Paragraph 34 of the Rules and Procedures entitled "Amendment of Rules" provides that the rules may be amended by an affirmative vote of a majority of a quorum; providing, however, that when a provision of the rules require action by a super-majority, then an amendment to such a rule also requires a vote by that same super-majority; and

WHEREAS, Paragraphs 2 includes a provision requiring the vote of three members of the City Council in the event of an emergency, and in the absence of action by the Mayor, to meet as such other place than City Hall as shall be designated, and therefore passage of this Resolution shall require the affirmative vote of not less than three members of the City Council.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marina, as follows:

1. That Paragraph 2 of the Resolution 80-71 Establishing Rules and Procedures for the Conduct of the Meetings of the Marina City Council, as previously amended by Resolution 2001-106, entitled "Regular Meetings" is hereby deleted in its entirety and replaced with a new Paragraph 2 so that the Paragraph now reads as follows (*changes shown in italics)*:

"2. Regular Meetings. The City Council shall hold regular meetings on the first and third Tuesday of each month *convening at the hour of 5:00 p.m. if there is to be a closed session and convening in open session at the hour of 6:30 p.m.*in the Council Chambers of City Hall, 211 Hillcrest Avenue in the City, or such other place within the City limits to which said meeting may be adjourned, If by reason of fire, flood or other emergency it shall be unsafe to meet in City Hall, the meetings may be held for the duration of the emergency at such other place *and at such hour* as is designated by the Mayor or, if he should fail to act, by three members of the City Council. When the day for any regular meeting falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the following business day."

2. That Paragraph 8.a) of Resolution 80-71 Establishing Rules and Procedures for the Conduct of the Meetings of the Marina City Council, as previously amended by Resolutions 94-15, 99-01 and 2011-65, entitled "Order of Business and Consideration and Sequence of Agenda Items," is hereby deleted in its entirety and replaced with a new Paragraph 8.a) so that the Paragraph now reads as follows (*changes shown in italics*):

"8. Order of Business and Consideration and Sequence of Agenda Items.

a) The business of the City Council shall be taken up for consideration and disposition in the following order (Resolution Nos. 94-15, 99-01, 2011-65 and 2019 - ___):

1. Call to Order *5:00 p.m.* (if there is to be a Closed Session)
2. Roll Call and Establishment of Quorum
3. Closed Session (if any)
4. Open Regular Session (6:30 p.m.) – Report Any Action taken in Closed Session
5. Moment of Silence & Pledge of Allegiance
6. Special Presentations
7. Special Announcements and Communications from the Floor – 4 Minutes Each Person pursuant to Paragraph 27 a)
8. Consent Agenda
9. Public Hearings
10. Other Council Action Items
11. Council & Staff Informational Reports
12. Adjournment"

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 15th Day of October 2019, by the following vote:

AYES: COUNCIL MEMBERS: Berkley, Urrutia, O'Connell, Morton, Delgado
NOES: COUNCIL MEMBERS: None
ABSENT: COUNCIL MEMBERS: None
ABSTAIN: COUNCIL MEMBERS: None

Bruce C. Delgado, Mayor

ATTEST:

Anita Sharp, Deputy City Clerk

AGENDA

DATE

5:00 P.M. Closed Session
6:30 P.M. Open Session

REGULAR MEETING

CITY COUNCIL, AIRPORT COMMISSION, MARINA ABRAMS B NON-PROFIT CORPORATION, PRESTON PARK SUSTAINABLE COMMUNITY NON-PROFIT CORPORATION, SUCCESSOR AGENCY OF THE FORMER MARINA REDEVELOPMENT AGENCY AND MARINA GROUNDWATER SUSTAINABILITY AGENCY

Council Chambers
211 Hillcrest Avenue
Marina, California

Zoom Meeting URL: https://zoom.us/j/730251556
Zoom Meeting Telephone Only Participation: 1-669-900-9128 - Webinar ID: 730 251 556

In accordance with California Government Code §54953(e)(1)(A) and (C) and the Proclamation of a State of Emergency issued by Governor Newsom on March 4, 2020, under the provisions of Government Code §8625 related to the COVID-19 (coronavirus) pandemic, consistent with recommendations by State and local health officials regarding social distancing and in order to prevent an imminent risk to the health and safety of attendees as determined in Resolution 2022-78, public participation in City of Marina City Council public meetings shall be electronic only and without a physical location for public participation until the earlier of May 31, 2022, or such time as the City Council may adopt a resolution in accordance with Government Code §54953(e)(3). This meeting is being broadcast "live" on Access Media Productions (AMP) Community Television Cable 25 and on the City of Marina Channel and on the internet at https://accessmediaproductions.org/

PARTICIPATION

You may participate in the City Council meeting in real-time by calling Zoom Meeting via the weblink and phone number provided at the top of this agenda. Instructions on how to access, view and participate in remote meetings are provided by visiting the City's home page at https://cityofmarina.org/. Attendees can make oral comments during the meeting by using the "Raise Your Hand" feature in the webinar or by pressing *9 on your telephone keypad if joining by phone only. If you are unable to participate in real-time, you may email to marina@cityofmarina.org with the subject line "Public Comment Item#__ " (insert the item number relevant to your comment) or "Public Comment – Non Agenda Item." Comments will be reviewed and distributed before the meeting if received by 5:00 p.m. on the day of the meeting. All comments received will become part of the record. Council will have the option to modify their action on items based on comments received.

AGENDA MATERIALS

Agenda materials, staff reports and background information related to regular agenda items are available on the City of Marina's website www.cityofmarina.org. Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet will be made available on the City of Marina website www.cityofmarina.org subject to City staff's ability to post the documents before the meeting

VISION STATEMENT

Marina will grow and mature from a small town bedroom community to a small city which is diversified, vibrant and through positive relationships with regional agencies, self-sufficient. The City will develop in a way that insulates it from the negative impacts of urban sprawl to become a desirable residential and business community in a natural setting. **(Resolution No. 2006-112 - May 2, 2006)**

MISSION STATEMENT

The City Council will provide the leadership in protecting Marina's natural setting while developing the City in a way that provides a balance of housing, jobs and business opportunities that will result in a community characterized by a desirable quality of life, including recreation and cultural opportunities, a safe environment and an economic viability that supports a high level of municipal services and infrastructure. **(Resolution No. 2006-112 - May 2, 2006)**

1. CALL TO ORDER

2. ROLL CALL & ESTABLISHMENT OF QUORUM: (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency)

   Cristina Medina Dirksen, David Burnett, Lisa Berkley, Mayor Pro-Tem/Vice Chair Kathy Biala, Mayor/Chair Bruce C. Delgado

3. PUBLIC COMMENT:

4. CLOSED SESSION: ~~*As permitted by Government Code Section 54956 et seq., the (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Communities Nonprofit Corporation, Successor Agency of the Former Redevelopment Agency Members and Marina Groundwater Sustainability Agency) may adjourn to a Closed or Executive Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the City's Meyers Milias Brown Act representative.*~~

   a. Conference with Legal Counsel, Item #1

6:30 PM - RECONVENE OPEN SESSION AND REPORT ON ANY ACTIONS TAKEN IN CLOSED SESSION

5. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand)

6. SPECIAL PRESENTATIONS:

   a. Presentation #1

7. ~~SPECIAL~~ COUNCIL AND STAFF ANNOUNCEMENTS ~~AND~~

8. ~~COMMUNICATIONS FROM THE FLOOR~~PUBLIC COMMENT**:** ~~*Any member of the Public or the City Council may make an announcement of special events or meetings of interest as information to Council and Public.*~~ *Any member of the public may comment on any matter within the City Council's jurisdiction ~~which~~ that is not on the agenda. ~~Please state your name for the record.~~ Action will not be taken on ~~an~~ item~~s~~ ~~that is~~ not on the agenda. ~~If it requires action, it will be referred to staff and/or placed on a future agenda. City Council members or City staff may briefly respond to statements made or questions posed as permitted by Government Code Section 54954.2. In order that all interested parties have an opportunity to speak, please limit comments to a~~Comments are limited to a maximum of ~~four~~ three (~~4~~3) minutes. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the City Council. Whenever possible, written correspondence

should be submitted to the Council in advance of the meeting, to provide adequate time for its consideration.

9. CONSENT AGENDA FOR THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Background information has been provided to the Successor Agency of the former Redevelopment Agency on all matters listed under the Consent Agenda, and these items are considered to be routine and non-controversial. All items under the Consent Agenda are normally approved by one motion. Prior to such a motion being made, any member of the public or ~~the~~ City Council may ~~ask a question or make a comment about an agenda item and staff will provide a response. If discussion or a lengthy explanation is required, that item will be removed from the Consent Agenda for Successor Agency to the former Marina Redevelopment Agency~~remove an item from the Consent Agenda for individual consideration. If an item is pulled for discussion, it ~~and~~ will be placed at the end of Other Action Items Successor Agency to the former Marina Redevelopment Agency.*

10. CONSENT AGENDA: ~~*Background information has been provided to the City Council, Airport Commission, Marina Abrams B Non-Profit Corporation, and Redevelopment Agency on all matters listed under the Consent Agenda, and these*~~*These items are considered to be routine and non-controversial. All items under the Consent Agenda ~~are normally~~may be approved by one motion. Any member of Council or the public may remove an item from the Consent Agenda for individual consideration. ~~Prior to such a motion being made, any member of the public or the City Council may ask a question or make a comment about an agenda item and staff will provide a response. If discussion or a lengthy explanation is required, that~~an item is pulled for discussion, it will be ~~removed from the Consent Agenda and~~ placed at the end of Other Action Items.*

    a. ACCOUNTS PAYABLE:

        (1) Accounts Payable Check Numbers XXX– _____, totaling $

    b. MINUTES:

        (1) DATE, Regular City Council Meeting

    c. CLAIMS AGAINST THE CITY: None

    d. AWARD OF BID: None

    e. CALL FOR BIDS: None

    f. ADOPTION OF RESOLUTIONS:

        (1) City Council consider adopting Resolution No. 2022-, regarding . . .

    g. APPROVAL OF AGREEMENTS:

        (1) City Council consider adopting Resolution No. 2022-, approving . . .

    h. ACCEPTANCE OF PUBLIC IMPROVEMENTS: None

    i. MAPS:

    j. REPORTS: (RECEIVE AND FILE): None

    k. FUNDING & BUDGET MATTERS: None

    l. APPROVE ORDINANCES (WAIVE SECOND READING):

        (1) City Council consider adopting Ordinance No. 2022-, approving . . .

    m. APPROVE APPOINTMENTS: None

11. PUBLIC HEARINGS: *For public hearings involving a quasi-judicial determination by the Council, in the Council's discretion, the applicant/proponent of an item may be given up to ten (10) minutes to*

speak. All other persons may be given up to three (3) minutes to speak. In public hearings not involving a quasi-judicial determination by the Council, all persons may be given up to three (3) minutes to speak on the matter.

a. City Council open a public hearing and consider adopting Resolution No, 2022-, approving . . .

12. OTHER ACTIONS ITEMS OF THE SUCCESSOR AGENCY TO THE FORMER MARINA REDEVELOPMENT AGENCY: *Action listed for each Agenda item is that which is requested by staff. The Successor Agency may, at its discretion, take action on any items. ~~The public is invited to approach the podium to provide up to four~~Members of the public may be given up to three ~~(4~~3) minutes ~~of public comment~~to speak.*

13. OTHER ACTION ITEMS: *Action listed for each Agenda item is that which is requested by staff. The City Council may, at its discretion, take action on any items. ~~The public is invited to approach the podium to provide up to four (4) minutes of public comment.~~Members of the public may be given up to three (3) minutes to speak.*

Note: No additional major projects or programs should be undertaken without review of the impacts on existing priorities (Resolution No. 2006-79 – April 4, 2006).

a. City Council consider . . .

14. COUNCIL & STAFF INFORMATIONAL REPORTS:

a. Monterey County Mayor's Association [Mayor Bruce Delgado]

b. AB1234 Reports ~~Council and staff opportunity to ask a question for clarification or make a brief report on his or her own activities as permitted by Government Code Section 54954.2.~~

15. ADJOURNMENT:

CERTIFICATION

I, Anita Sharp, Deputy City Clerk, of the City of Marina, do hereby certify that a copy of the foregoing agenda was posted at City Hall and Council Chambers Bulletin Board at 211 Hillcrest Avenue, Monterey County Library Marina Branch at 190 Seaside Circle, City Bulletin Board at the corner of Reservation Road and Del Monte Boulevard on or before 6:30 p.m., Friday, July 15, 2022.

_____

ANITA SHARP, DEPUTY CITY CLERK

City Council, Airport Commission and Redevelopment Agency meetings are recorded on tape and available for public review and listening at the Office of the City Clerk and kept for a period of 90 days after the formal approval of MINUTES.

City Council meetings may be viewed live on the meeting night and at 12:30 p.m. and 3:00 p.m. on Cable Channel 25 on the Sunday following the Regular City Council meeting date. In addition, Council meetings can be viewed at 6:30 p.m. every Monday, Tuesday and Wednesday. For more information about viewing the Council Meetings on Channel 25, you may contact Access Monterey Peninsula directly at 831-333-1267.

Agenda items and staff reports are public record and are available for public review on the City's website (www.ciytofmarina.org), at the Monterey County Marina Library Branch at 190 Seaside Circle and at the Office of the City Clerk at 211 Hillcrest Avenue, Marina between the hours of 10:00 a.m. 5:00 p.m., on the Monday preceding the meeting.

Supplemental materials received after the close of the final agenda and through noon on the day of the scheduled meeting will be available for public review at the City Clerk's Office during regular office hours and in a 'Supplemental Binder' at the meeting.

Members of the public may receive the City Council, Airport Commission and Successor Agency of the Former Redevelopment Agency Agenda at a cost of $55 per year or by providing a self-addressed, stamped envelope to the City Clerk. The Agenda is also available at no cost via email by notifying the City Clerk at marina@cityofmarina.org

*ALL MEETINGS ARE OPEN TO THE PUBLIC. THE CITY OF MARINA DOES NOT DISCRIMINATE AGAINST PERSONS WITH DISABILITIES. Council Chambers are wheelchair accessible. Mmeetings are broadcast on cable channel 25 and recordings of meetings can be provided upon request. Tto request assistive listening devices, sign language interpreters, readers, large print agendas or other accommodations, please call (831) 884-1278 or e-mail: marina@cityofmarina.org. Rrequests must be made at least **48 hours** in advance of the meeting.*

Exhibit F

Rosenberg's Rules of Order

REVISED 2011

Simple Rules of Parliamentary Procedure for the 21st Century

By Judge Dave Rosenberg

LEAGUE® OF CALIFORNIA CITIES

MISSION AND CORE BELIEFS

To expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

VISION

To be recognized and respected as the leading advocate for the common interests of California's cities.

About the League of California Cities

Established in 1898, the League of California Cities is a member organization that represents California's incorporated cities. The League strives to protect the local authority and automony of city government and help California's cities effectively serve their residents. In addition to advocating on cities' behalf at the state capitol, the League provides its members with professional development programs and information resources, conducts education conferences and research, and publishes Western City magazine.

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About the Author

Dave Rosenberg is a Superior Court Judge in Yolo County. He has served as presiding judge of his court, and as presiding judge of the Superior Court Appellate Division. He also has served as chair of the Trial Court Presiding Judges Advisory Committee (the committee composed of all 58 California presiding judges) and as an advisory member of the California Judicial Council. Prior to his appointment to the bench, Rosenberg was member of the Yolo County Board of Supervisors, where he served two terms as chair. Rosenberg also served on the Davis City Council, including two terms as mayor. He has served on the senior staff of two governors, and worked for 19 years in private law practice. Rosenberg has served as a member and chair of numerous state, regional and local boards. Rosenberg chaired the California State Lottery Commission, the California Victim Compensation and Government Claims Board, the Yolo-Solano Air Quality Management District, the Yolo County Economic Development Commission, and the Yolo County Criminal Justice Cabinet. For many years, he has taught classes on parliamentary procedure and has served as parliamentarian for large and small bodies.

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Introduction

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that has not always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules — *Robert's Rules of Order* — which are embodied in a small, but complex, book. Virtually no one I know has actually read this book cover to cover. Worse yet, the book was written for another time and for another purpose. If one is chairing or running a parliament, then *Robert's Rules of Order* is a dandy and quite useful handbook for procedure in that complex setting. On the other hand, if one is running a meeting of say, a five-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order.

Hence, the birth of *Rosenberg's Rules of Order*.

What follows is my version of the rules of parliamentary procedure, based on my decades of experience chairing meetings in state and local government. These rules have been simplified for the smaller bodies we chair or in which we participate, slimmed down for the 21st Century, yet retaining the basic tenets of order to which we have grown accustomed. Interestingly enough, *Rosenberg's Rules* has found a welcoming audience. Hundreds of cities, counties, special districts, committees, boards, commissions, neighborhood associations and private corporations and companies have adopted *Rosenberg's Rules* in lieu of *Robert's Rules* because they have found them practical, logical, simple, easy to learn and user friendly.

This treatise on modern parliamentary procedure is built on a foundation supported by the following four pillars:

1. **Rules should establish order.** The first purpose of rules of parliamentary procedure is to establish a framework for the orderly conduct of meetings.
2. **Rules should be clear.** Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate; and those who do not fully understand and do not fully participate.
3. **Rules should be user friendly.** That is, the rules must be simple enough that the public is invited into the body and feels that it has participated in the process.
4. **Rules should enforce the will of the majority while protecting the rights of the minority.** The ultimate purpose of rules of procedure is to encourage discussion and to facilitate decision making by the body. In a democracy, majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself, but not dominate, while fully participating in the process.

Establishing a Quorum

The starting point for a meeting is the establishment of a quorum. A quorum is defined as the minimum number of members of the body who must be present at a meeting for business to be legally transacted. The default rule is that a quorum is one more than half the body. For example, in a five-member body a quorum is three. When the body has three members present, it can legally transact business. If the body has less than a quorum of members present, it cannot legally transact business. And even if the body has a quorum to begin the meeting, the body can lose the quorum during the meeting when a member departs (or even when a member leaves the dais). When that occurs the body loses its ability to transact business until and unless a quorum is reestablished.

The default rule, identified above, however, gives way to a specific rule of the body that establishes a quorum. For example, the rules of a particular five-member body may indicate that a quorum is four members for that particular body. The body must follow the rules it has established for its quorum. In the absence of such a specific rule, the quorum is one more than half the members of the body.

The Role of the Chair

While all members of the body should know and understand the rules of parliamentary procedure, it is the chair of the body who is charged with applying the rules of conduct of the meeting. The chair should be well versed in those rules. For all intents and purposes, the chair makes the final ruling on the rules every time the chair states an action. In fact, all decisions by the chair are final unless overruled by the body itself.

Since the chair runs the conduct of the meeting, it is usual courtesy for the chair to play a less active role in the debate and discussion than other members of the body. This does not mean that the chair should not participate in the debate or discussion. To the contrary, as a member of the body, the chair has the full right to participate in the debate, discussion and decision-making of the body. What the chair should do, however, is strive to be the last to speak at the discussion and debate stage. The chair should not make or second a motion unless the chair is convinced that no other member of the body will do so at that point in time.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, often published agenda. Informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon roadmap for the meeting. Each agenda item can be handled by the chair in the following basic format:

First, the chair should clearly announce the agenda item number and should clearly state what the agenda item subject is. The chair should then announce the format (which follows) that will be followed in considering the agenda item.

Second, following that agenda format, the chair should invite the appropriate person or persons to report on the item, including any recommendation that they might have. The appropriate person or persons may be the chair, a member of the body, a staff person, or a committee chair charged with providing input on the agenda item.

Third, the chair should ask members of the body if they have any technical questions of clarification. At this point, members of the body may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.

Fourth, the chair should invite public comments, or if appropriate at a formal meeting, should open the public meeting for public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of public speakers. At the conclusion of the public comments, the chair should announce that public input has concluded (or the public hearing, as the case may be, is closed).

Fifth, the chair should invite a motion. The chair should announce the name of the member of the body who makes the motion.

Sixth, the chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member of the body who seconds the motion. It is normally good practice for a motion to require a second before proceeding to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the chair can proceed with consideration and vote on a motion even when there is no second. This is a matter left to the discretion of the chair.

Seventh, if the motion is made and seconded, the chair should make sure everyone understands the motion.

This is done in one of three ways:

1. The chair can ask the maker of the motion to repeat it;
2. The chair can repeat the motion; or
3. The chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the chair should now invite discussion of the motion by the body. If there is no desired discussion, or after the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or very brief discussion, then the vote on the motion should proceed immediately and there is no need to repeat the motion. If there has been substantial discussion, then it is normally best to make sure everyone understands the motion by repeating it.

Ninth, the chair takes a vote. Simply asking for the "ayes" and then asking for the "nays" normally does this. If members of the body do not vote, then they "abstain." Unless the rules of the body provide otherwise (or unless a super majority is required as delineated later in these rules), then a simple majority (as defined in law or the rules of the body as delineated later in these rules) determines whether the motion passes or is defeated.

Tenth, the chair should announce the result of the vote and what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members of the body, if any, who voted in the minority on the motion. This announcement might take the following form: "The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring a 10-day notice for all future meetings of this body."

Motions in General

Motions are the vehicles for decision making by a body. It is usually best to have a motion before the body prior to commencing discussion of an agenda item. This helps the body focus.

Motions are made in a simple two-step process. First, the chair should recognize the member of the body. Second, the member of the body makes a motion by preceding the member's desired approach with the words "I move … "

A typical motion might be: "I move that we give a 10-day notice in the future for all our meetings."

The chair usually initiates the motion in one of three ways:

1. **Inviting the members of the body to make a motion,** for example, "A motion at this time would be in order."
2. **Suggesting a motion to the members of the body,** "A motion would be in order that we give a 10-day notice in the future for all our meetings."
3. **Making the motion.** As noted, the chair has every right as a member of the body to make a motion, but should normally do so only if the chair wishes to make a motion on an item but is convinced that no other member of the body is willing to step forward to do so at a particular time.

The Three Basic Motions

There are three motions that are the most common and recur often at meetings:

The basic motion. The basic motion is the one that puts forward a decision for the body's consideration. A basic motion might be: "I move that we create a five-member committee to plan and put on our annual fundraiser."

The motion to amend. If a member wants to change a basic motion that is before the body, they would move to amend it. A motion to amend might be: "I move that we amend the motion to have a 10-member committee." A motion to amend takes the basic motion that is before the body and seeks to change it in some way.

The substitute motion. If a member wants to completely do away with the basic motion that is before the body, and put a new motion before the body, they would move a substitute motion. A substitute motion might be: "I move a substitute motion that we cancel the annual fundraiser this year."

"Motions to amend" and "substitute motions" are often confused, but they are quite different, and their effect (if passed) is quite different. A motion to amend seeks to retain the basic motion on the floor, but modify it in some way. A substitute motion seeks to throw out the basic motion on the floor, and substitute a new and different motion for it. The decision as to whether a motion is really a "motion to amend" or a "substitute motion" is left to the chair. So if a member makes what that member calls a "motion to amend," but the chair determines that it is really a "substitute motion," then the chair's designation governs.

A "friendly amendment" is a practical parliamentary tool that is simple, informal, saves time and avoids bogging a meeting down with numerous formal motions. It works in the following way: In the discussion on a pending motion, it may appear that a change to the motion is desirable or may win support for the motion from some members. When that happens, a member who has the floor may simply say, "I want to suggest a friendly amendment to the motion." The member suggests the friendly amendment, and if the maker and the person who seconded the motion pending on the floor accepts the friendly amendment, that now becomes the pending motion on the floor. If either the maker or the person who seconded rejects the proposed friendly amendment, then the proposer can formally move to amend.

Multiple Motions Before the Body

There can be up to three motions on the floor at the same time. The chair can reject a fourth motion until the chair has dealt with the three that are on the floor and has resolved them. This rule has practical value. More than three motions on the floor at any given time is confusing and unwieldy for almost everyone, including the chair.

When there are two or three motions on the floor (after motions and seconds) at the same time, the vote should proceed *first* on the *last* motion that is made. For example, assume the first motion is a basic "motion to have a five-member committee to plan and put on our annual fundraiser." During the discussion of this motion, a member might make a second motion to "amend the main motion to have a 10-member committee, not a five-member committee to plan and put on our annual fundraiser." And perhaps, during that discussion, a member makes yet a third motion as a "substitute motion that we not have an annual fundraiser this year." The proper procedure would be as follows:

First, the chair would deal with the *third* (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion *passed*, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be completed on the passage by the body of the third motion (the substitute motion). No vote would be taken on the first or second motions.

Second, if the substitute motion *failed*, the chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend *passed*, the chair would then move to consider the main motion (the first motion) as *amended*. If the motion to amend *failed,* the chair would then move to consider the main motion (the first motion) in its original format, not amended.

Third, the chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee), or if *amended*, would be in its amended format (10-member committee). The question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are not debatable (that is, when the following motions are made and seconded, the chair must immediately call for a vote of the body without debate on the motion):

Motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. It requires a simple majority vote.

Motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the chair determines the length of the recess which may be a few minutes or an hour. It requires a simple majority vote.

Motion to fix the time to adjourn. This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: "I move we adjourn this meeting at midnight." It requires a simple majority vote.

Motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to be placed on "hold." The motion can contain a specific time in which the item can come back to the body. "I move we table this item until our regular meeting in October." Or the motion can contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

Motion to limit debate. The most common form of this motion is to say, "I move the previous question" or "I move the question" or "I call the question" or sometimes someone simply shouts out "question." As a practical matter, when a member calls out one of these phrases, the chair can expedite matters by treating it as a "request" rather than as a formal motion. The chair can simply inquire of the body, "any further discussion?" If no one wishes to have further discussion, then the chair can go right to the pending motion that is on the floor. However, if even one person wishes to discuss the pending motion further, then at that point, the chair should treat the call for the "question" as a formal motion, and proceed to it.

When a member of the body makes such a motion ("I move the previous question"), the member is really saying: "I've had enough debate. Let's get on with the vote." When such a motion is made, the chair should ask for a second, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the body.

NOTE: A motion to limit debate could include a time limit. For example: "I move we limit debate on this agenda item to 15 minutes." Even in this format, the motion to limit debate requires a two-thirds vote of the body. A similar motion is a *motion to object to consideration of an item.* This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds vote.

Majority and Super Majority Votes

In a democracy, a simple majority vote determines a question. A tie vote means the motion fails. So in a seven-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions come up when the body is taking an action which effectively cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super majority) to pass:

Motion to limit debate. Whether a member says, "I move the previous question," or "I move the question," or "I call the question," or "I move to limit debate," it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds vote to pass.

Motion to close nominations. When choosing officers of the body (such as the chair), nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers and it requires a two-thirds vote to pass.

Motion to object to the consideration of a question. Normally, such a motion is unnecessary since the objectionable item can be tabled or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a two-thirds vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to suspend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

Counting Votes

The matter of counting votes starts simple, but can become complicated.

Usually, it's pretty easy to determine whether a particular motion passed or whether it was defeated. If a simple majority vote is needed to pass a motion, then one vote more than 50 percent of the body is required. For example, in a five-member body, if the vote is three in favor and two opposed, the motion passes. If it is two in favor and three opposed, the motion is defeated.

If a two-thirds majority vote is needed to pass a motion, then how many affirmative votes are required? The simple rule of thumb is to count the "no" votes and double that count to determine how many "yes" votes are needed to pass a particular motion. For example, in a seven-member body, if two members vote "no" then the "yes" vote of at least four members is required to achieve a two-thirds majority vote to pass the motion.

What about tie votes? In the event of a tie, the motion always fails since an affirmative vote is required to pass any motion. For example, in a five-member body, if the vote is two in favor and two opposed, with one member absent, the motion is defeated.

Vote counting starts to become complicated when members vote "abstain" or in the case of a written ballot, cast a blank (or unreadable) ballot. Do these votes count, and if so, how does one count them? The starting point is always to check the statutes.

In California, for example, for an action of a board of supervisors to be valid and binding, the action must be approved by a majority of the board. (California Government Code Section 25005.) Typically, this means three of the five members of the board must vote affirmatively in favor of the action. A vote of 2-1 would not be sufficient. A vote of 3-0 with two abstentions would be sufficient. In general law cities in

California, as another example, resolutions or orders for the payment of money and all ordinances require a recorded vote of the total members of the city council. (California Government Code Section 36936.) Cities with charters may prescribe their own vote requirements. Local elected officials are always well-advised to consult with their local agency counsel on how state law may affect the vote count.

After consulting state statutes, step number two is to check the rules of the body. If the rules of the body say that you count votes of "those present" then you treat abstentions one way. However, if the rules of the body say that you count the votes of those "present and voting," then you treat abstentions a different way. And if the rules of the body are silent on the subject, then the general rule of thumb (and default rule) is that you count all votes that are "present and voting."

Accordingly, under the "present and voting" system, you would **NOT** count abstention votes on the motion. Members who abstain are counted for purposes of determining quorum (they are "present"), but you treat the abstention votes on the motion as if they did not exist (they are not "voting"). On the other hand, if the rules of the body specifically say that you count votes of those "present" then you **DO** count abstention votes both in establishing the quorum and on the motion. In this event, the abstention votes act just like "no" votes.

How does this work in practice?
Here are a few examples.

Assume that a five-member city council is voting on a motion that requires a simple majority vote to pass, and assume further that the body has no specific rule on counting votes. Accordingly, the default rule kicks in and we count all votes of members that are "present and voting." If the vote on the motion is 3-2, the motion passes. If the motion is 2-2 with one abstention, the motion fails.

Assume a five-member city council voting on a motion that requires a two-thirds majority vote to pass, and further assume that the body has no specific rule on counting votes. Again, the default rule applies. If the vote is 3-2, the motion fails for lack of a two-thirds majority. If the vote is 4-1, the motion passes with a clear two-thirds majority. A vote of three "yes," one "no" and one "abstain" also results in passage of the motion. Once again, the abstention is counted only for the purpose of determining quorum, but on the actual vote on the motion, it is as if the abstention vote never existed — so an effective 3-1 vote is clearly a two-thirds majority vote.

Now, change the scenario slightly. Assume the same five-member city council voting on a motion that requires a two-thirds majority vote to pass, but now assume that the body **DOES** have a specific rule requiring a two-thirds vote of members "present." Under this specific rule, we must count the members present not only for quorum but also for the motion. In this scenario, any abstention has the same force and effect as if it were a "no" vote. Accordingly, if the votes were three "yes," one "no" and one "abstain," then the motion fails. The abstention in this case is treated like a "no" vote and effective vote of 3-2 is not enough to pass two-thirds majority muster.

Now, exactly how does a member cast an "abstention" vote? Any time a member votes "abstain" or says, "I abstain," that is an abstention. However, if a member votes "present" that is also treated as an abstention (the member is essentially saying, "Count me for purposes of a quorum, but my vote on the issue is abstain.") In fact, any manifestation of intention not to vote either "yes" or "no" on the pending motion may be treated by the chair as an abstention. If written ballots are cast, a blank or unreadable ballot is counted as an abstention as well.

Can a member vote "absent" or "count me as absent?" Interesting question. The ruling on this is up to the chair. The better approach is for the chair to count this as if the member had left his/her chair and is actually "absent." That, of course, affects the quorum. However, the chair may also treat this as a vote to abstain, particularly if the person does not actually leave the dais.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself; the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to consider is made and passed.

A motion to reconsider requires a majority vote to pass like other garden-variety motions, but there are two special rules that apply only to the motion to reconsider.

First, is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time.)

Second, a motion to reconsider may be made only by certain members of the body. Accordingly, a motion to reconsider may be made only by a member who voted in the majority on the original motion. If such a member has a change of heart, he or she may make the motion to reconsider (any other member of the body — including a member who voted in the minority on the original motion — may second the motion). If a member who voted in the minority seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of minority could make a motion to reconsider, then the item could be brought back to the body again and again, which would defeat the purpose of finality.

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is in order. The matter may be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. At the same time, it is up to the chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every speaker to be first recognized by the chair before proceeding to speak.

The chair should always ensure that debate and discussion of an agenda item focuses on the item and the policy in question, not the personalities of the members of the body. Debate on policy is healthy, debate on personalities is not. The chair has the right to cut off discussion that is too personal, is too loud, or is too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may, however, limit the time allotted to speakers, including members of the body.

Can a member of the body interrupt the speaker? The general rule is "no." There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be, "point of privilege." The chair would then ask the interrupter to "state your point." Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person's ability to hear.

Order. The proper interruption would be, "point of order." Again, the chair would ask the interrupter to "state your point." Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, "return to the agenda." If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the chair discovers that the agenda has not been followed, the chair simply reminds the body to return to the agenda item properly before them. If the chair fails to do so, the chair's determination may be appealed.

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Special Notes About Public Input

The rules outlined above will help make meetings very public-friendly. But in addition, and particularly for the chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.

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EXHIBIT G

Comparing Rosenberg's Rules of Order and Robert's Rules of Order

Robert's Rules of Order is an 714-page manual of parliamentary procedure originally published in the 19th Century by Henry M. Robert III.

Rosenberg's Rules of Order is a simplified and streamlined seven-page version of the rules of parliamentary procedure prepared by Superior Court Judge Dave Rosenberg, who served as a councilmember of the City of Davis, including two terms as Mayor.

See table below for comparison

		Rosenberg's Rules of Order	Robert's Rules of Order
		Comparison	
1.	Fundamental Structure	▪ Set of parliamentary rules.	▪ Same
2.	Quorum	▪ The minimum number of members of the body who must be present at a meeting for business to be legally transacted.	▪ Same
3.	Role of the Chair	▪ It is the chair of the body who is charged with applying the rules of conduct of the meeting.	▪ Same
4.	Format for Agenda Item Discussion	▪ Description of how agenda items are processed. ▪ More detail than is provided in Robert's Rules regarding conduct of meeting. ▪ The chair may limit the time of public speakers. ▪ A second is not an absolute requirement. This is a matter left to the discretion of the chair.	▪ Power to limit the time of public speakers is subject to the decision of the body. ▪ Robert's Rules state that a second is not required on small boards.
5.	Motions in General	▪ Motions are made in a simple two-step process. First, the chair should recognize the member of the body. Second, the member of the body makes a motion.	▪ Same
6.	Motion to Amend	▪ A motion to amend takes the basic motion that is before the body and seeks to change it in some way.	▪ Much more detail/process about how to amend.
7.	Substitute Motion	▪ Allows members to propose a completely different motion as a substitute motion. ▪ Gives the chair discretion to rule on whether a motion is a "motion to amend" or a "substitute motion."	▪ To substitute is a type of amendment. There are somewhat complex rules governing how substitutions are handled.

		Rosenberg's Rules of Order	Robert's Rules of Order
		Comparison	
8.	Friendly Amendment	▪ Allows the common practice of a "friendly amendment" and states that the maker and seconder have the right to accept it or not.	▪ "Friendly amendments" are in essence treated like any other amendment, and thus more formally.
9.	Multiple Motions Before the Body	▪ In restricting motions to three total, Rosenberg rejects the customary system of "precedence of motions."	▪ Robert allows up to 13 ranking motions.
10.	Motion to Recess	▪ Allows the chair to determine the length of the recess.	▪ The length is included in the motion made by a member (amendable but not debatable), so it is within the control of the body.
11.	Motion to Table	▪ This motion must be justified by urgent other business and cannot be debated.	▪ Motion to table "until a specific time" corresponds to Robert's "postpone to a certain time." ▪ Both are debatable.
12.	Motion to Limit Debate	▪ When a member makes this motion, the chair can expedite matters by treating it as a "request" rather than as a formal motion. ▪ The chair can inquire of the body if there any further questions and if there are none, then the chair can go right to the pending motion that is on the floor. ▪ If one person wishes to discuss the pending motion further, then at that point, the chair treats it as a formal motion, and proceeds to it.	▪ Motion to limit debate corresponds to Robert's "previous question." ▪ It is undebatable, and cannot be amended or have any other subsidiary motion applied to it. ▪ Motion brought to bring the assembly at once to a vote on the immediately pending question and on such other pending questions as may be specified in the demand. ▪ Both require two-thirds vote of the body.
13.	Motion to Suspend the Rules	▪ Allows debate.	▪ Motion is not debatable. ▪ Some rules cannot be suspended.
14.	Counting Votes	▪ For a simple majority vote, "one vote more than 50% of the body is required." ▪ In addressing what it means to vote "absent," Rosenberg leaves the determination up to the chair.	▪ When a quorum is present, a majority vote is sufficient for the adoption of any motion that is in order. ▪ The responsibility of announcing, or declaring, the vote rests upon the chair. ▪ Any member may call for, or demand, a count of the votes, and, if seconded, the chair must order a count of the votes.
15.	Motion to Reconsider	▪ A member who voted "with the majority" has the right to move to reconsider at the same meeting. ▪ If the motion to reconsider passes, "a new original motion is in order." ▪ Motion can be brought at a later meeting if rules are suspended.	▪ A member who voted "with the prevailing side" has the right to move to reconsider. ▪ If the motion to reconsider passes, debate is resumed at the point it had reached just before the vote was taken.

		Rosenberg's Rules of Order	Robert's Rules of Order
		Comparison	
			▪ Motion can only be brought on the day the vote to be reconsidered was taken, or, in the case of a multi-day session, on the next day within the session in which business is conducted.
16.	Courtesy and Decorum	▪ Need for courtesy and decorum, and the chair's right to cut off discussion that is too personal, too loud, or too crude.	▪ Same
17.	Interruptions: Privilege	▪ Allows interrupting to raise a question of privilege by members of the body.	▪ Interruption for question of privilege should be done only if unavoidable.
18.	Interruptions: Point of Order	▪ Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting.	▪ Same
19.	Interruptions: Appeal	▪ If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair to the entire body. ▪ If the motion making the appeal is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.	▪ Gives a special process of debate for those appeals that are debatable. ▪ Some appeals cannot be debated.
20.	Interruptions: Call for the Orders of the Day	▪ Allows interrupting in order to bring everyone back to the agenda.	▪ Same
21.	Interruptions: Withdraw a Motion	▪ Allows a member to interrupt debate and withdraw a motion at any time.	▪ Once a motion has been made, seconded and stated by the chair, it belongs to the body itself, not to the original maker. ▪ If a member wishes to withdraw the motion, the member asks permission of the body. ▪ Does not allow interruption for this purpose and does not allow a member to withdraw a motion unilaterally.
22.	Abstention and Voting	▪ Abstention generally does not count towards majority vote. ▪ As a result, a 2-2 vote plus one abstention would mean a motion fails.	▪ The effect of abstention is the same as if a member voted on the prevailing side.

July 2, 2026 Item No. **13d**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of July 7, 2026

RECOMMENDATION TO CONDUCT FIRST READING AND INTRODUCE FOR ADOPTION ORDINANCE NO. 2026-, ADDING CHAPTER 1.16 (CUSTODY AND USE OF CITY SEAL, CITY LOGO, AND CITY INSIGNIA) TO TITLE 1 (GENERAL PROVISIONS) OF THE MARINA MUNICIPAL CODE

RECOMMENDATION:
It is recommended that the City Council:

1. Conduct the first reading of Ordinance No. 2026-, adding Chapter 1.16 (Custody and Use of City Seal, City Logo, and City Insignia) to Title 1 (General Provisions) of the Marina Municipal Code; waive further reading; and introduce the ordinance.

BACKGROUND:
The City Logo and Official City Seal communicate the authority and authenticity of City actions, and their unauthorized or misleading use can confuse residents, harm the City's reputation, and expose the City to risk.

The City has taken multiple steps over the past two decades to develop and protect its identity:

a. In 1997, the City Council considered registration of the City logo (the predecessor 1975 badge) as a trade name with the California Secretary of State. The Secretary of State declined to register the design on the ground that the City lacked qualifying goods or services. The Council subsequently adopted a Permit Application process requiring Council approval for third-party use.

b. Between 2003 and 2008, the Council approved discrete third-party uses by resolution, including the Marina Rotary Club (Res. No. 2003-132), Royer Printing/Piper Jaffray (Res. No. 2005-205), Monterey Peninsula College (Res. No. 2006-143), Monterey Peninsula Chamber of Commerce (Res. No. 2006-180), and the U.S. Army Garrison Command, Presidio of Monterey (Res. No. 2008-84).

c. On January 8, 2008, the Council approved the design concept for the current City Logo and Official City Seal (Res. No. 2008-09); on October 7, 2008, the Council adopted the Citywide Public Sign and Identity Program Guidelines (Res. No. 2008-205).

d. On November 17, 2009, the City registered the current City Logo and Official City Seal with the United States Copyright Office (Reg. Nos. VA 1-692-471 and VA 1-692-474, respectively).

Despite these steps, the City does not currently have a codified ordinance setting forth uniform rules for the custody, use, and protection of its insignia, standards governing third-party use, or the enforcement consequences of unauthorized use. The standards applied by the Council in third-party approvals have developed by practice across individual resolutions rather than through codified law, and the existing Citywide Public Sign and Identity Program Guidelines, while comprehensive on design standards, do not address enforcement.

A recent third-party request submitted by Mr. Kris Cameron on behalf of the Fogtown Family Car Club illustrated several gaps in the existing framework. The applicant proposed to incorporate the City's prior 1975 logo into a Club logo for federal trademark registration. In considering Staff's recommendation on that request, City Attorney and Staff identified the benefit of codifying a uniform framework that would (i) clarify the standards Council applies in evaluating third-party requests; (ii) expressly address trademark registration concerns; (iii) provide explicit enforcement authority for unauthorized use; and (iv) align Marina's practice with that of other California cities.

ANALYSIS:

Existing State Law and the Need for a Local Ordinance.

California Government Code section 34501.5 makes it a misdemeanor to use a reproduction or facsimile of a city's seal in campaign literature or mass mailing with intent to deceive voters. California Elections Code section 18304 provides analogous protections against deceptive election use of county and other local agency seals. Beyond those narrow election-context protections, however, State law does not provide a comprehensive framework for protecting municipal seals, logos, and insignia from unauthorized use, commercial appropriation, or false implications of City endorsement. California cities accordingly adopt local ordinances under their police power (Cal. Const. art. XI, § 7) to fill this gap. Because the City of Marina is a charter city, the regulation of its own seal, logo, and insignia is a municipal affair, and the City acts under its home-rule authority over municipal affairs (Cal. Const. art. XI, § 5) in addition to its general police power (Cal. Const. art. XI, § 7).

Practices of Other California Cities.

City Attorney and Staff surveyed comparable California cities that have adopted insignia-protection ordinances and reviewed the article "Who Gets to Use Agency Seals, Logos, Letterhead and Other Insignia?" published by the Institute for Local Government. Substantive ordinances on this subject have been adopted by the cities of Riverside (RMC ch. 1.04), Santa Rosa (SRCC ch. 1-04), Encinitas (EMC ch. 1.18), Santa Monica (SMMC ch. 2.32), Poway (PMC ch. 1.16), Hermosa Beach (HBMC ch. 1.06, amended 2023), Coronado (CMC § 1.02.070), Ontario (OMC ch. 2-4), and Lemoore (LMC § 1-11-3), Pittsburg (PMC ch. 1.28), among others.

While ordinance details vary, the model includes consistent elements: definitions of seal, logo, and insignia; assignment of custodianship; limitation of use to official business or City-authorized use; a permit or approval process for third-party use; prohibitions on commercial, deceptive, and political uses; and a tiered set of remedies including criminal, administrative, and civil enforcement.

Proposed Ordinance.

The proposed ordinance adds Chapter 1.16 to Title 1 of the Marina Municipal Code. It is modeled on the approach used by other California cities and tailored to Marina. Key features:

a. **Custody**. The City Clerk is designated custodian of the Official City Seal, consistent with existing practice. The City Manager is designated custodian of the City Logo and other City Insignia and is authorized to issue administrative guidelines for day-to-day staff use.

b. **Definitions**. The term "City Insignia" is defined broadly to include the current City Logo, the Official City Seal, the prior 1975 logo, departmental patches, the City's website banner, letterhead and business card designs, and any other City-owned intellectual property used to identify the City or its departments. Inclusion of the prior 1975 logo is included because, although superseded for official use, it has not been dedicated to the public domain and remains City property.

c. **Standards for Third-Party Use**. The ordinance limits eligibility for third-party use to governmental entities and organizations exempt from taxation under Section 501(c)(3) of the Internal Revenue Code, and only in connection with a specific, identified event for a defined period with stated starting and ending dates. The ordinance codifies and refines the standards the Council has historically applied when evaluating third-party requests, including the standard articulated in Resolution No. 2003-132 (Marina Rotary Club). The Council retains exclusive authority to approve third-party use, with the City Clerk receiving applications and the City Manager forwarding them with a Staff recommendation. The ordinance further directs the Council to act on each application on the enumerated, objective standards, requires a decision within sixty (60) days after an application is complete, and limits revocation to a material breach of the conditions of approval. Any approved use must reproduce the Insignia in its entirety without alteration, must remain legible when enlarged or reduced, and does not authorize any future or recurring use.

d. **Anti-Trademark Provision**. The ordinance expressly prohibits approval of any use that would involve registration of City Insignia, in whole or in part, as a privately-held trademark. This provision addresses an issue not present in older municipal ordinances but raised by recent third-party requests.

e. **Souvenirs and Merchandise**. The ordinance preserves the City's ability to manufacture and sell its own branded merchandise, with proceeds deposited to the City treasury.

f. **Political Use Prohibition**. The ordinance parallels California Government Code section 34501.5 by prohibiting use of City Insignia in a campaign or election-related communication in a manner reasonably calculated to convey a false impression of City sponsorship or approval, or otherwise intended to deceive the voters, with narrow exceptions for City-issued communications and ceremonial accessories. The ordinance also addresses use of City-branded clothing and items by Councilmembers and City officials, permitting such use at nonpartisan City events but prohibiting it at campaign or partisan political events or when appearing in an individual capacity, and requires a conspicuous disclaimer ("This communication is not sponsored or approved by the City of Marina") when City facilities or other City resources are depicted in campaign materials.

g. **Enforcement**. Violations are subject to (i) prosecution under Chapter 1.08 (Code Violations); (ii) administrative citation and fines under Chapter 1.12 (Administrative Fines); and (iii) civil action under Chapter 1.10 (Civil Enforcement), including injunction, abatement of public nuisance, disgorgement of profits, damages, and attorneys' fees. Remedies are cumulative. Where a violation is committed by a member of the City Council, the Council may also adopt a resolution of censure as a nonexclusive remedy.

h. **Preservation of Existing Program**. The 2008 Citywide Public Sign and Identity Program Guidelines remain in effect, and the new chapter operates alongside and supplements those Guidelines.

Other Considerations.

The narrow scope of the political use prohibition (use of the City Insignia specifically, rather than political speech generally), the express exception for City communications, the requirement that any prohibited use be intended to deceive or reasonably likely to create a false impression that the communication is authorized or endorsed by the City, and the parallel structure to California

Government Code section 34501.5 and to ordinances upheld in other California jurisdictions supports the provision's validity.

The ordinance's permit and approval process (Sections 1.16.090 and 1.16.100) is likewise structured to guide the Council's decision through the enumerated, objective factors in Section 1.16.100, limits eligibility and the scope and duration of any approved use, requires action on each completed application within a defined period, and limits revocation to a material breach of the conditions of approval. These provisions confine official discretion and supply the narrow, objective standards that for a permissible licensing scheme .

The prohibited-use standards in Section 1.16.060 are framed in neutral terms. The ordinance bars uses that are deceptive or fraudulent, that falsely imply City endorsement, or that dilute or impair the distinctiveness or integrity of the City Insignia, rather than uses that merely reflect unfavorably on the City. This focus on confusion, deception, and dilution, which are interests the City may legitimately protect, avoids conditioning use of the Insignia on the content or viewpoint of a speaker's message.

CEQA:
Adoption of the ordinance is not a "project" subject to the California Environmental Quality Act under State CEQA Guidelines sections 15061(b)(3) and 15378(b)(5), as it is an administrative activity of government that will not result in direct or indirect physical changes in the environment.

FISCAL IMPACT:
Adoption of the ordinance itself has no direct fiscal impact. Implementation will be accomplished within existing staff resources. Enforcement actions, if pursued, may generate cost recovery through administrative fines, civil judgments, disgorgement of profits, and attorneys' fees, and may reduce the number of ad hoc logo-use items requiring individual Council consideration.

CONCLUSION:
The attached proposed ordinance is submitted for Council consideration for first reading and introduction of the ordinance.

ATTACHMENT:
Ordinance No. 2026-, Adding Chapter 1.16 (Custody and Use of City Seal, City Logo, and City Insignia) to Title 1 (General Provisions) of the Marina Municipal Code

Respectfully submitted,

_____
Rene Alejandro Ortega
City Attorney

REVIEWED/CONCUR:

_____
Layne Long
City Manager
City of Marina

ORDINANCE NO. 2026-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MARINA, CALIFORNIA, ADDING CHAPTER 1.16 (CUSTODY AND USE OF THE CITY SEAL, CITY LOGO, AND CITY INSIGNIA) TO TITLE 1 (GENERAL PROVISIONS) OF THE MARINA MUNICIPAL CODE TO ESTABLISH THE OFFICIAL CITY SEAL, LOGO, AND INSIGNIA OF THE CITY OF MARINA; TO PROVIDE FOR THEIR CUSTODY, PERMITTED USES, AND PROTECTION; TO PROVIDE FOR A PERMIT PROCESS FOR LIMITED THIRD-PARTY USE; TO PROHIBIT UNAUTHORIZED USE; AND TO ESTABLISH PENALTIES AND REMEDIES

WHEREAS, the City of Marina (the "City") recognizes the importance of developing and maintaining a unified and distinctive municipal identity through its official seal, logo, and other insignia; and

WHEREAS, on January 8, 2008, by Resolution No. 2008-09, the City Council approved the design concept for the Citywide Public Sign and Identity Program; and

WHEREAS, on October 7, 2008, by Resolution No. 2008-205, the City Council approved the Citywide Public Sign and Identity Program Guidelines, which established design standards and application protocols for the use of the City logo and Official City Seal; and

WHEREAS, the City of Marina is the registered owner of the City Logo and Official City Seal under United States Copyright Office Registration Nos. VA 1-692-471 and VA 1-692-474, effective November 17, 2009; and

WHEREAS, the prior (1975-era) City logo, although superseded for official use, remains the intellectual property of the City and has not been dedicated to the public domain; and

WHEREAS, California Government Code section 34501.5 makes it a misdemeanor for any person to use any reproduction or facsimile of a city seal in any campaign literature or mass mailing with intent to deceive the voters, and California Elections Code section 18304 makes it a misdemeanor to make deceptive use of county and other local agency seals in election communications; and

WHEREAS, beyond the limited protections afforded by State law, there is no comprehensive statutory framework governing third-party use of municipal seals, logos, and insignia, and individual California cities have therefore adopted local ordinances to protect their brand identity, prevent confusion or false implication of City endorsement, and preserve their ability to enforce their intellectual property rights; and

WHEREAS, the City of Marina is a charter city, and the custody, use, and protection of the City's own seal, logo, and insignia is a municipal affair as to which the City exercises its home-rule authority under Article XI, Section 5 of the California Constitution, in addition to its police power under Article XI, Section 7; and

WHEREAS, the City Council has, on prior occasions, considered ad hoc requests for use of the City logo on a resolution-by-resolution basis, including but not limited to Resolution Nos. 2003-132, 2005-205, 2006-143, 2006-180, and 2008-84, but has not previously codified the standards or procedures applicable to such requests; and

WHEREAS, the City desires to codify a uniform framework for the custody, permitted use, and protection of its seal, logo, and other insignia, consistent with best practices adopted by other California cities; and

WHEREAS, the adoption of this ordinance is not a "project" within the meaning of the California Environmental Quality Act ("CEQA") under State CEQA Guidelines sections 15061(b)(3) and 15378(b)(5), in that it constitutes an administrative activity of government that will not result in direct or indirect physical changes in the environment.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MARINA DOES ORDAIN AS FOLLOWS:

SECTION 1. Findings.
The City Council hereby finds and determines that the recitals set forth above are true and correct and are incorporated herein as findings of the City Council.

SECTION 2. Chapter 1.16 Added.
Chapter 1.16 (Custody and Use of City Seal, City Logo, and City Insignia) is hereby added to Title 1 (General Provisions) of the Marina Municipal Code to read as follows:

"Chapter 1.16
CUSTODY AND USE OF CITY SEAL,
CITY LOGO, AND CITY INSIGNIA

Sections:
1.16.010 Purpose.
1.16.020 Definitions.
1.16.030 Property rights – Trademark and copyright protection.
1.16.040 Custodianship.
1.16.050 Authorized uses by the City and City personnel.
1.16.060 Prohibited uses.
1.16.070 Manufacture and sale of souvenirs and merchandise.
1.16.080 Use in political campaigns prohibited.
1.16.090 Permit application for third-party use.
1.16.100 Standards for approval of third-party use.
1.16.110 Penalties and remedies.
1.16.120 No waiver of City rights.

1.16.010 Purpose.
The purpose of this chapter is to:

A. Establish the official City Seal, City Logo, and other City Insignia of the City of Marina;

B. Provide for the custody, control, and protection of the City Seal, City Logo, and City Insignia;

C. Specify the authorized uses of the City Seal, City Logo, and City Insignia by the City and by third party organizations;

D. Establish a permit process under which such limited third-party use may be approved by the City Council;

E. Prohibit unauthorized, deceptive, commercial, or politically-motivated uses;

F. Protect the City's intellectual property rights, brand integrity, and reputation; and

G. Avoid public confusion regarding whether a statement, event, product, or organization is endorsed, sponsored, or authorized by the City.

1.16.020 Definitions.

For purposes of this chapter, the following definitions apply:

A. "City" means the City of Marina, California.

B. "City Council" means the City Council of the City of Marina.

C. "City Clerk" means the City Clerk of the City of Marina or his or her designee.

D. "City Manager" means the City Manager of the City of Marina or his or her designee.

E. "City Logo" means the official logo of the City as adopted by the City Council on January 8, 2008 by Resolution No. 2008-09 and as described in the Citywide Public Sign and Identity Program Guidelines adopted on October 7, 2008 by Resolution No. 2008-205, which depicts an emblem-shaped border surrounding illustrative elements representing the Pacific Ocean as viewed from Marina's location on the Monterey Bay, with the words "City of Marina" centered in the design, and which is registered with the United States Copyright Office under Registration No. VA 1-692-471.

F. "City Seal" means the Official City Seal of the City as described in the Citywide Public Sign and Identity Program Guidelines, comprising a line-art version of the City Logo with an engraving-style treatment, designed for application by manual stamp or embossing on certificates, proclamations, and other official City documents, and which is registered with the United States Copyright Office under Registration No. VA 1-692-474.

G. "Prior City Logo" means the City logo used by the City prior to the adoption of the current City Logo, depicting the word "Marina" in stylized script over a stylized bay and sun image with the year 1975, which remains the intellectual property of the City and has not been dedicated to the public domain.

H. "City Insignia" means, collectively, the City Seal, City Logo, Prior City Logo, any departmental badge, patch, emblem, mark, or logo, the City's website banner, the City's letterhead and business card designs, any variation or modification of any of the foregoing approved by the City Council, and any other intellectual property right owned by the City and used to identify the City or any of its departments, programs, or events.

I. "Commercial use" means any use of the City Insignia in connection with the sale, advertisement, or promotion of any product, service, or business for profit, but does not include use by the City itself or by a person authorized by the City Council pursuant to this chapter.

J. "Person" means any individual, partnership, firm, association, corporation, limited liability company, unincorporated organization, or other legal entity.

1.16.030 Property rights – Trademark and copyright protection.

A. The City Seal, City Logo, Prior City Logo, and all other City Insignia are the exclusive property of the City of Marina.

B. The City Logo and City Seal are registered with the United States Copyright Office under Registration Nos. VA 1-692-471 and VA 1-692-474, respectively.

C. The City Manager is authorized, in consultation with the City Attorney, to take such further steps as the City Manager deems necessary or appropriate to protect the City's rights in the City Insignia, including but not limited to:

1. Registration of the City Insignia as trademarks or service marks under federal or state law;
2. Enforcement of the City's copyrights, trademarks, and other intellectual property rights against unauthorized users; and
3. Renewal and maintenance of existing intellectual property registrations.

D. Nothing in this chapter shall be construed to limit, transfer, or waive any intellectual property right of the City in the City Insignia. No approval granted under this chapter conveys ownership of, or any trademark or copyright interest in, the City Insignia.

1.16.040 Custodianship.

A. The City Clerk shall be the custodian of the official City Seal and shall affix the City Seal to all ordinances, resolutions, certificates, proclamations, and other documents as required by law, by this Code, or by ordinance or resolution of the City Council.

B. The City Manager shall be the custodian of the City Logo and all other City Insignia, and shall be responsible for ensuring their consistent application in accordance with the Citywide Public Sign and Identity Program Guidelines and any successor branding standards adopted by the City Council.

C. The City Manager may adopt administrative procedures, style guides, and supplemental guidelines, consistent with this chapter and the Citywide Public Sign and Identity Program, governing the day-to-day use of the City Insignia by City personnel.

1.16.050 Authorized uses by the City and City personnel.

A. The City Seal, City Logo, and City Insignia may be used, in accordance with the Citywide Public Sign and Identity Program Guidelines:

1. By the City for purposes directly connected with the official business of the City of Marina, its City Council, boards, commissions, committees, officers, departments, and employees;

2. On City stationery, business cards, printed materials, vehicles, uniforms, equipment, facilities, signs, websites, and digital communications;

3. On official City publications, presentations, certificates, proclamations, badges, patches, and similar materials;

4. By City officers, employees, and members of the City Council, City boards, commissions, and committees while acting within the scope of their office or employment;

5. By a recognized employee organization, on stationery or printed materials used within the scope of its representation of City employees, and on articles of clothing intended for use by City employees in the course of their employment; and

6. By a vendor or contractor of the City, but only as necessary to perform a contract with the City and only in the manner approved by the City Manager.

B. All uses under this section shall conform to the Citywide Public Sign and Identity Program Guidelines and any successor branding standards adopted by the City Council.

1.16.060 Prohibited uses.

Except as expressly authorized under section 1.16.050, or pursuant to an approval granted by the City Council under sections 1.16.090 and 1.16.100, it shall be unlawful for any person or entity to:

A. Use, reproduce, distribute, sell, give away, display, or affix the City Seal, City Logo, Prior City Logo, or any other City Insignia, or any reproduction or facsimile thereof, or any design so closely resembling the same as to be apt to deceive or be reasonably mistaken for the same;

B. Alter, modify, deface, or create derivative works of the City Insignia;

C. Use the City Insignia in any manner that:

1. Suggests, implies, or could reasonably be interpreted to suggest or imply that the City endorses, sponsors, approves, or is otherwise affiliated with any person, event, product, service, organization, statement, viewpoint, or position;
2. Is deceptive or fraudulent;
3. Is for a commercial purpose, including the use of the City Insignia on any product offered for sale;
4. Is discriminatory or in violation of any federal, state, or local law; or
5. Dilutes or impairs, or is likely to dilute or impair, the distinctiveness or integrity of the City Insignia; or

D. Apply for, file, register, or seek to register any City Insignia, in whole or in part, or any mark or design incorporating any City Insignia, as a trademark, service mark, copyright, or other intellectual property right with any state, federal, or international authority.

1.16.070 Manufacture and sale of souvenirs and merchandise.

A. Nothing in this chapter shall prevent the City, or any person authorized in writing by the City Manager, from manufacturing, distributing, selling, or giving away clothing, promotional items, souvenirs, or other merchandise bearing the City Insignia for the purpose of promoting the City of Marina.

B. The proceeds, if any, of the City's sale of merchandise bearing the City Insignia shall be deposited into the City treasury and used for public purposes as directed by the City Council.

1.16.080 Use in political campaigns prohibited.

A. The City Council finds that the use or depiction of the City Insignia in a campaign or election-related communication may be reasonably calculated to convey the false impression of sponsorship or approval by the City. No person, candidate, campaign committee, political action committee, or other entity, including any elected or appointed officer of the City, shall use the City Seal, City Logo, Prior City Logo, or any other City Insignia, or any design so closely resembling the same as to be apt to deceive or be reasonably mistaken for the same, in a manner reasonably calculated to convey such a false impression of sponsorship or approval, or otherwise intended to deceive the voters, for the purpose of:

1. Supporting or opposing the nomination or election of any person to any City, county, state, or federal office;

2. Supporting or opposing any ballot measure or initiative; or

3. Influencing the action of the electorate, or any portion thereof, in any election.

B. The prohibition in subsection A does not apply to:

1. Communications issued by the City of Marina or the City Council as a whole pursuant to law; or

2. Nametags or other ceremonial accessories officially issued by the City for use by elected or appointed officials acting in their official capacity.

C. Use by Councilmembers and other City officials. A Councilmember or other elected or appointed City official may wear clothing, or display items, officially produced by the City and depicting the City Insignia when appearing at a City-produced, City-sponsored, or other non-campaign related event, or when representing or appearing on behalf of the City Council as a whole. A Councilmember or other City official may not wear clothing or display items depicting the City Insignia when attending a campaign event , or when appearing in their individual capacity.

D. Depiction of City facilities and resources bearing City Insignia; disclaimer. Because the depiction of City facilities or other City resources bearing City Insignia in a publication may be reasonably calculated to convey the false impression of sponsorship or approval by the City, no person other than the City may depict such City facilities or other City resources on any campaign material, including clothing, accessories, and paid or unpaid political advertising, content, or materials advocating for or against the election of any candidate, the passage of any measure, or the approval or rejection of any item before the City Council, without conspicuously including the disclaimer: "This communication is not sponsored or approved by the City of Marina."

E. This section is intended to supplement, and operate independently of and in addition to, California Government Code section 34501.5, California Elections Code section 18304, and any other applicable State law.

1.16.090 Permit application for third-party use.

A. Third-party use of the City Insignia may be approved only for governmental entities or organizations that are exempt from taxation under Section 501(c)(3) of the Internal Revenue Code, and only in connection with a specific, identified event and for a defined period with stated starting and ending dates. An eligible organization seeking to use the City Insignia for any purpose not authorized under section 1.16.050 shall submit a written Permit Application to the City Clerk in the form approved by the City Manager.

B. The Permit Application shall include, at a minimum:

1. The name, address, and contact information of the applicant, and, unless applicant is a governmental entity, proof that the applicant is an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code;

2. A description of the proposed use, including the specific event in connection with which the City Insignia will be used, the medium, format, quantity, geographic scope, location, and the starting and ending dates of the use;

3. A sample, mock-up, or proof of the proposed use depicting how the City Insignia will appear;

4. A statement of the public purpose served by the proposed use and the benefit, if any, to the City of Marina and its residents;

5. A statement of whether the applicant is engaged in or intends to engage in any political advertising or any commercial use;

6. A statement of whether the applicant intends to register the proposed use, in whole or in part, as a trademark, service mark, or other intellectual property right; and

7. Such additional information as the City Manager may reasonably require.

C. The City Manager shall review each completed Permit Application and shall transmit the application, together with a staff recommendation, to the City Council for consideration at a regular or special meeting. The City Council shall act to grant, conditionally grant, or deny each completed application within sixty (60) days after the application is deemed complete.

D. No Permit Application shall be deemed approved except upon the affirmative action of the City Council by resolution.

1.16.100 Standards for approval of third-party use.

A. In acting on a Permit Application, the City Council shall consider the following factors:

1. Whether the proposed use serves a civic, community, educational, charitable, or governmental purpose, or supports an activity or event conducted in cooperation with, or for the benefit of, the City of Marina or its residents;

2. Whether the proposed use is connected with a City-sponsored, City-co-sponsored, or City-recognized event, program, or function;

3. Whether the proposed use is limited in scope, duration, and geographic reach;

4. Whether the proposed use will be consistent with the Citywide Public Sign and Identity Program Guidelines and will not alter, modify, deface, or diminish the City Insignia;

5. Whether the proposed use is likely to cause confusion as to whether the applicant or its activities are endorsed, sponsored, or authorized by the City;

6. Whether the applicant has agreed to refrain from any political advertising or activity using the City Insignia;

7. Whether the applicant has agreed not to register the proposed use, in whole or in part, as a trademark, service mark, or other intellectual property right; and

8. Whether the proposed use is likely to dilute, or to impair the distinctiveness or integrity of, the City Insignia.

B. The City Council may, by resolution, approve a Permit Application subject to conditions, including but not limited to:

1. Identification of the specific event for which the use is authorized and the starting and ending dates of the authorized use, and limitations on the duration, quantity, and geographic scope of the use;

2. Requirements that the applicant submit final artwork or proofs for review and approval prior to production;

3. A requirement that the applicant provide a copy of the final product or publication to the City;

4. A requirement that the applicant enter into a written license agreement on terms approved by the City Attorney;

5. A requirement that the applicant indemnify, defend, and hold the City harmless from any claims arising out of the authorized use;

6. A reservation of the City's right to revoke the approval at any time, upon written notice, for any material breach of the conditions of approval; and

7. A prohibition on any sublicensing, assignment, or transfer of the approved use.

C. Approval of a Permit Application does not transfer to the applicant any ownership of, or trademark, copyright, or other intellectual property interest in, the City Insignia. All such rights remain with the City.

D. No approval shall be granted that authorizes the inclusion of any City Insignia in any mark, design, or composite that the applicant intends to register, or has registered, as a

trademark, service mark, or other intellectual property right with any state or federal authority.

E. Conditions applicable to all approved use. Any use of the City Insignia approved under this chapter, whether by an organization or any other third party, is subject to the following conditions, whether or not separately stated in the approval:

1. The City Insignia shall be reproduced in its entirety, with no alterations, and no element of the City Insignia may be isolated, used alone, or used in combination with any other art, symbol, or words;

2. The reproduction of the City Insignia shall be clear and legible whenever it is enlarged or reduced; and

3. The City's approval of a particular use does not constitute approval of any future or recurring use, each of which requires separate approval under this chapter.

1.16.110 Penalties and remedies.

A. Each violation of this chapter shall constitute an infraction or misdemeanor, in the discretion of the City Attorney, and shall be subject to the penalties and procedures set forth in Chapter 1.08 (Code Violations) of this Code.

B. In addition to or as an alternative to the penalties set forth in subsection A, any violation of this chapter may be enforced by administrative citation and administrative fines pursuant to Chapter 1.12 (Administrative Fines) of this Code.

C. Each day a violation continues, and each separate use of the City Insignia in violation of this chapter, shall constitute a separate offense.

D. In addition to any criminal or administrative remedy, the City may bring a civil action pursuant to Chapter 1.10 (Civil Enforcement) of this Code, or under any other authority available to it, to enjoin any violation of this chapter, to abate the violation as a public nuisance, to recover damages, to obtain disgorgement of profits derived from any unauthorized use, to recover the City's reasonable attorneys' fees and costs, and to pursue any other remedy available at law or in equity, including any remedy available under federal or state intellectual property law.

E. Where a violation of this chapter is committed by a member of the City Council, the City Council may, in addition to or as an alternative to any other remedy provided by this chapter or by law, adopt a resolution of censure condemning the violation. A resolution of censure is a nonexclusive remedy and does not limit any other penalty or remedy available under this chapter or applicable law.

F. The remedies in this section are cumulative and in addition to all other remedies available to the City under law.

1.16.120 No waiver of City rights.

Nothing in this chapter shall be construed to limit, waive, or impair any right of the City under federal or state intellectual property law, contract, common law, or otherwise. The City expressly reserves all rights in the City Insignia.

SECTION 3. Citywide Public Sign and Identity Program Continued in Effect.
The Citywide Public Sign and Identity Program Guidelines, adopted by Resolution No. 2008-205, shall remain in full force and effect and shall be construed consistently with the chapter added by this ordinance. To the extent any conflict exists between this ordinance and the Guidelines, this ordinance shall control.

SECTION 4. Prior Resolutions.
Existing City Council resolutions approving the use of the City Insignia by third parties shall remain in effect according to their terms, but any renewal, extension, or modification of such approval shall be subject to the chapter added by this ordinance.

SECTION 5. CEQA.
The City Council finds that adoption of this ordinance is not a "project" subject to the California Environmental Quality Act under State CEQA Guidelines sections 15061(b)(3) and 15378(b)(5), as it is an administrative activity of government that will not result in direct or indirect physical changes in the environment.

SECTION 6. Severability.
If any provision of this ordinance, or its application to any person or circumstance, is held invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION 7. Effective Date.
This ordinance shall take effect thirty (30) days after its adoption.

SECTION 8. Publication.
The City Clerk shall cause this ordinance to be published in the manner required by Council resolution.

INTRODUCED at a regular meeting of the City Council of the City of Marina held on the 1st day of July 2026.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Marina, duly held on the 5th day of August 2026, by the following vote:

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

_____
Bruce Delgado, Mayor

ATTEST:

_____
Anita Sharp, City Clerk