

#### **AGENDA**

Wednesday, January 25, 2023

7:00 P.M. Open Session

## SPECIAL JOINT STUDY SESSION MARINA CITY COUNCIL AND MARINA PLANNING COMMISSION

Council Chambers 211 Hillcrest Avenue Marina, California

Zoom Meeting URL: <a href="https://zoom.us/j/730251556">https://zoom.us/j/730251556</a>
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 2023-01, 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, 2023, 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 <a href="https://accessmediaproductions.org/">https://accessmediaproductions.org/</a>

#### **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 <a href="https://cityofmarina.org/">https://cityofmarina.org/</a>. 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 <a href="maina@cityofmarina.org">marina@cityofmarina.org</a> 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 <a href="www.cityofmarina.org">www.cityofmarina.org</a>. 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 <a href="www.cityofmarina.org">www.cityofmarina.org</a> subject to City staff's ability to post the documents before the meeting

#### **VISION STATEMENT**

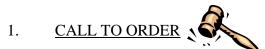
Marina will grow and mature from a small town bedroom community to a small city which is diversified, vibrant and through positive relationships with regional agencies, self-sufficient. The City will develop in a way that insulates it from the negative impacts of urban sprawl to become a desirable residential 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.



#### 2. ROLL CALL & ESTABLISHMENT OF QUORUM:

<u>City Council Members:</u> Liesbeth Visscher, Brian McCarthy, Kathy Biala, Mayor Pro-Tem/Vice Chair Cristina Medina Dirksen, Mayor/Chair Bruce C. Delgado

<u>Planning Commission Members:</u> Victor Jacobsen, Audra Walton, Hyunsoo Hur, Surinder Rana, Richard St. John, Vice Chair Glenn Woodson, Chair Nancy Amadeo

#### 3. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand)

#### 4. STUDY SESSION:

a. City Council and Planning Commission receive a kick-off presentation from the General Plan Update consultant, Raimi+Associates (R+A), including the process for the appointment of and Bylaws for a new temporary General Plan Advisory Committee (GPAC). The presentation and formation of the GPAC is exempt from environmental review per sec. 15378 of the CEQA guidelines.

#### 5. 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, January 20, 2023.

#### 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: <a href="maina@cityofmarina.org">marina@cityofmarina.org</a>. Requests must be made at least 48 hours in advance of the meeting.

Upcoming 2023 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, February 7, 2023 \*\*Wednesday, August 2, 2023 \*Wednesday, February 22, 2023 Tuesday, August 15, 2023

Tuesday, March 7, 2023 \*Wednesday, September 6, 2023 Tuesday, March 21, 2023 Tuesday, September 19, 2023

Tuesday, April 4, 2023 Tuesday, October 3, 2023 Tuesday, April 18, 2023 Tuesday, October 17, 2023

Tuesday, May 2, 2023 Tuesday, November 7, 2023 Tuesday, May 16, 2023 Tuesday, November 21, 2023

Tuesday, June 6, 2023 Tuesday, December 5, 2023 Tuesday, June 20, 2023 Tuesday, December 19, 2023

<sup>\*</sup> Regular Meeting rescheduled due to Monday Holiday

<sup>\*\*</sup> Regular Meeting rescheduled due to National Night Out

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Martin Luther King Jr. Birthday	Monday, January 16, 2023
Presidents' Day	Monday, February 20, 2023
Memorial Day	
Independence Day (City Offices Closed)	Tuesday, July 4, 2023
Labor Day	Monday, September 4, 2023
Veterans Day (City Offices Closed)	Friday, November 10, 2023
Thanksgiving Day	Thursday, November 23, 2023
Thanksgiving Break	Friday, November 24, 2023
Winter Break Monday, Dec	ember 25, 2023-Friday, December 29, 2023

January 17, 2023 Item No: **4a** 

Marina City Council and Marina Planning Commission Special Joint Meeting January 25, 2023

CITY COUNCIL AND PLANNING COMMISSION RECEIVE A KICK-OFF PRESENTATION FROM THE GENERAL PLAN UPDATE CONSULTANT, RAIMI+ASSOCIATES (R+A), INCLUDING THE PROCESS FOR THE APPOINTMENT OF AND BYLAWS FOR A NEW TEMPORARY GENERAL PLAN ADVISORY COMMITTEE (GPAC). THE PRESENTATION AND FORMATION OF THE GPAC IS EXEMPT FROM ENVIRONMENTAL REVIEW PER SEC. 15378 OF THE CEQA GUIDELINES.

#### **REQUEST:**

It is requested that the City Council and Planning Commission receive the consultant's General Plan Update (GPU) kick-off presentation which includes an overview of the General Plan itself, the importance of updating the General Plan periodically, the key topics and issues that will be addressed through this process, and the proposed approach for establishing a temporary General Plan Advisory Committee (GPAC) and associated bylaws or rules of conduct. The GPAC membership will be developed through a collaborative Council and staff process:

• Each Council member will provide staff with three (3) potential GPAC members from the community, with one (1) identified as the primary appointee. The remaining members of the Committee will be selected by staff, who will choose from amongst the remaining recommendations based on availability. The current Chair of the Planning Commission will have one (1) seat on the Committee. The total GPAC membership will not exceed eleven (11) in number.

By February 8<sup>th</sup>, the City Council is requested to provide staff with recommendations for membership in the GPAC for confirmation at the February 22<sup>nd</sup> regular meeting of the City Council. Additionally, Council members will be requested to review the GPAC Bylaws (**Exhibit A**) and provide any comments at the City Council meeting on February 22<sup>nd</sup>.

#### **BACKGROUND:**

On October 20, 2022, the City executed an Agreement for Professional Services (Agreement) with Raimi+Associates (R+A) to prepare a comprehensive General Plan Update (GP2050!), associated Environmental Impact Report (EIR), and the necessary amendments to Title 17 of the Marina Municipal Code (MMC). On November 30, 2022, City staff and R+A met for an internal kick-off meeting that included the City Manager, Assistant City Manager, the EIR consultant (Rincon), the City's Public Works Director, and subconsultants.

#### **ANALYSIS:**

The intent of this Special Joint Study Session is to provide the first public kick-off of the General Plan Update (GPU), to introduce the consultant team, and to provide both the Planning Commission and City Council with an overview of the scope, schedule, and work plan for the coming update period. This will include an overview of the community engagement plan which consists of the formation of a GPAC, stakeholder interviews, community meetings and social media outreach efforts, and online engagement and survey activities.

One of the key aspects of ensuring that the GPU process and product represent the needs and desires of the community is the establishment of a GPAC and the acceptance of bylaws for the GPAC meetings which outline the rules of engagement and expectations of the Committee members. The Bylaws have been prepared by staff in consultation with R+A and are based on the consultant's successful experience with GPACs in other cities.

#### **FISCAL IMPACT:**

The City Council approved a budget of \$1,750,000.00 for the GPU and associated documents and activities. This Joint Special Study Session is included in the budget.

#### **CONCLUSION:**

City of Marina

This presentation to the City Council and Planning Commission is informational only and requires no action at this time.

Respectfully submitted,
Alyson Hunter, AICP Senior Planner, Community Development Dept.
City of Marina  REVIEWED/CONCUR:
Guido Persicone, AICP
Director, Community Development Dept. City of Marina
Layne P. Long
Layne P. Long City Manager

## General Plan Advisory Committee – Overview and Ground Rules

The following ground rules are intended to provide the General Plan Advisory Committee (GPAC or Committee) members with an overview of the purpose and expectations for participation in the General Plan update, as well as a summary of the decision-making process that will be followed. The ground rules are intended to keep the Committee on schedule, as a key part of the General Plan Update project. Each GPAC meeting will be facilitated by the City's General Plan Update consultant, Raimi+Associates (R+A), with assistance from City staff.

## **Advisory Committee Purpose**

The City of Marina (City) GPAC will serve as champions of the project throughout the General Plan update process. Guidance related to goals and objectives for all the topics in the General Plan will be discussed with a focus on land use and transportation decisions. It is the GPAC's charge to represent the community's interests in the development of a plan that reflects the vision for the City's future. The Committee will serve as a sounding board for ideas presented by the team and will be asked to come up with creative solutions that address the challenges facing the City today and in the coming 25 years. Committee members are also expected to serve as "ambassadors" for the General Plan by promoting the process, talking with other residents and stakeholders, and assisting with community engagement activities.

## Membership

- The Committee consists of up to eleven (11) members. Five of the members will be residents recommended by City Councilmembers, one will be the Chair of the Planning Commission, and the remaining five will be selected by staff based on additional recommendations Councilmembers.
- Committee members are not allowed to select an alternate if they cannot attend a meeting.
- Committee members are appointed to advise on the General Plan update process. This process is expected to run until the end of 2024 but may be extended if needed. The Committee is considered a temporary committee that will be dissolved upon the completion and adoption of the updated General Plan.
- The GPAC will have a quorum when six (6) members are present. Due to the fact that meetings must occur to keep the General Plan update process on schedule, meetings may be held without a quorum, but without a quorum, the Committee can only receive a presentation or information without discussion or action.

### Level of Commitment and Responsibility

- There will be up to eight (8) GPAC meetings during the General Plan update process. The meetings will be held approximately monthly over the next year.
- If a member is absent from two (2) meetings in a row or misses a total of three (3) meetings, the City Council may remove that member and replace them with an alternate.
- Committee meetings will be held on Wednesdays in the evening from approximately 6:00 to 8:30 pm. Meeting times and dates may change depending on circumstances. These meetings will be

- held in-person except for the consultant team which may need to conduct the meeting virtually. City staff will attend meetings in-person.
- Committee members are expected to prepare for, attend and participate in every meeting to the greatest extent feasible. As needed, materials will be provided to members one week prior to each meeting via email. These materials will be the subject of the discussion, so it is important that each Committee member read the materials and come to the meeting prepared to discuss the information.
- Throughout the process, there will be many community engagement activities including public workshops, "pop-up" workshops, surveys, and focus groups. Committee members are also strongly encouraged to attend and assist with all public workshops and other events, as necessary.
- When members cannot attend a meeting of the Committee, they should notify Alyson Hunter, AICP, Senior Planner, at ahunter@cityofmarina.org or at (831) 884-1251 as far in advance as possible. Members must be present to participate in consensus decision-making.

## **Decision-Making Process**

- The Committee will operate in the spirit of consensus. Consensus does not connote 100 percent agreement on every issue, but rather, support for the recommendations taken as a whole. Where no consensus emerges, varying points of view will be presented to the General Plan consultant team and City staff.
- The Committee will play a critical role in quiding the General Plan update process. However, it is only one of many forms of input for decision-making. Additional input will come from public workshops, stakeholder interviews, pop-up workshops, online surveys, focus groups, Planning Commission meetings and City Council workshops. Thus, direction provided by the GPAC may not be the ultimate direction for a particular topic or policy.
- Formal votes will not occur on any topic or specific issue as the purpose of the GPAC is to serve as a sounding board for City staff and the consultants. However, "straw polls" may be taken to understand the direction of the Committee.
- Every member is responsible for communicating their position on issues under consideration. Each member is also encouraged to clearly state their intentions and concerns at the earliest possible time in the course of the discussions.
- Following each GPAC meeting, City staff and the consultants will summarize the direction and conclusions from that meeting. This will be a summary of the meeting; it will not be a transcript listing every comment made by each Committee member. This summary will be included in the meeting minutes that will be reviewed at the following GPAC meeting. This information will be used to set the broad policy direction of the General Plan.
- Committee members may rely on meeting summaries to the extent possible and will refer questions about the views of others to those Committee members.

### **Meeting Structure and Basic Conduct**

The Committee will not have a Chair or a Vice Chair – all members are equal. City staff and/or a member of the Raimi + Associates consultant team (the City's lead General Plan consultant) will act as the facilitators for the meetings, set meeting agendas, and determine the overall direction of the GPAC, in consultation with City staff.

- Committee members will not speak with the press about the General Plan Update. All media requests should be directed to City staff.
- All members agree to participate in good faith, as well as to respect the concerns of the other members. All Committee members are expected to participate in a constructive and professional manner and in a way that encourages constructive dialogue, mutual respect, and a commitment to collaboration. The following points are offered as examples of behavior expected of the GPAC members:
  - Sharing the floor and making sure all members have an opportunity to express their point of view.
  - o Offering respect for different viewpoints and attention when others speak.
  - o Sharing the responsibility of ensuring the success of the process and the quality of recommendations.
  - Making good faith efforts to work towards reaching a consensus.
  - Representing the perspectives, concerns, and interests of agencies or constituencies whenever possible to ensure that agreements and recommendations developed by the group are acceptable to the organizations, agencies, or constituents being represented.
  - Asking guestions of each other for clarification and mutual understanding.
  - Verifying assumptions when necessary and avoid characterizing the motives of others.
  - Acknowledging and trying to understand others' perspectives.
  - Refraining from side conversations, both during the meeting and between meetings.
  - Silencing all electronic devices and refrain from accessing digital platforms (Google, etc.) during the meetings.
  - Concentrating on the content of discussions and allowing the facilitator to orchestrate productive discussions.
- Unprofessional, divisive, and disrespectful behavior during or between meetings will not be tolerated. Members who act in this manner may be removed from the GPAC. Examples of this behavior include:
  - Using foul or profane language in meetings.
  - o Making derogatory or disrespectful comments about other members.
  - Yelling during meetings.
  - Frequent and/or disrespectful interruptions.
  - Minimizing the viewpoints of others.
  - Any other behavior that is deemed to be detrimental to Committee or disrespectful of any individual Committee member, consultants, or City staff.

## **Public Participation**

- The GPAC is governed by the Ralph M. Brown Act. Discussions regarding the subject matter of the Committee should take place during a noticed, public meeting of the Committee. Members are requested to refrain from having such conversations outside a noticed meeting. This includes in person meetings, email chains, or social media.
- All GPAC meetings are open to the public and will be noticed on the project website.
- Opportunities for limited public comment will be allowed at the end of each meeting for a period of fifteen (15) minutes. These comments can help inform the Committee about broader public opinion. Public comments will ideally be two minutes per participant but may be modified if more speakers are present than time allows. Time sharing between participants will not be allowed.

- Members of the public will be invited to address the GPAC on items directly related to the discussion held during the Committee meeting.
- Meetings will not run over or reduce GPAC discussion time in exchange for public comment. Individual time allotted to speakers from the public will be determined based on the number of people wishing to provide input.
- Meeting schedules, meeting materials and notes will be published on City's General Plan website.

#### **Conflicts of Interest**

Committee members must comply with all regulations prohibiting participation by officials with conflicts of interest. Under the Political Reform Act, a member may have a disqualifying conflict of interest in a decision if it is foreseeable that the decision will have a financial impact on their personal finances or other financial interests. If a member believes they have a conflict of interest for a topic or property that is before the Committee, the member must recuse themselves by disclosing the conflict, leaving the room when the Committee discusses the item and not participate in the review or consideration of the item for which they have a conflict. Members should contact the City Attorney's office in advance if they have questions or concerns about potential conflicts.

## Information Requests and Direction to Consultants

In order for the GPAC to be a productive and valuable part of the larger process, it is important for all the members to benefit from the same information.

Relevant information can play an important role in the development of informed consent. At the same time, too much information or information of limited relevance can cause confusion and slow down the process. Where individual members wish to share written or printed information with the larger group, such information should be provided to City staff approximately 1 week and not less than 72 hours prior to any scheduled meeting to allow for duplication and/or distribution prior to the meeting.

In addition, requests for development of significant information or data from Committee members must be raised at scheduled Committee meetings or in writing to City staff. Staff will make reasonable attempts to address information requests by Committee members.