



**AMENDED**

**AGENDA**

**Monday, June 24, 2019**

**5:00 P.M. CLOSED SESSION**

**6:45 P.M. OPEN SESSION**

**SPECIAL MEETING  
CITY COUNCIL, AIRPORT COMMISSION,  
MARINA ABRAMS B NON-PROFIT CORPORATION,  
AND SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY**

Council Chambers  
211 Hillcrest Avenue  
Marina, California

**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, and Redevelopment Agency Members)

Lisa Berkley, Adam Urrutia, Frank O'Connell, Mayor Pro-Tem/Vice Chair Gail Morton, Mayor/Chair Bruce C. Delgado

3. CLOSED SESSION: *As permitted by Government Code Section 54956 et seq., the (City Council, Airport Commissioners, Marina Abrams B Non-Profit Corporation, and Redevelopment Agency Members) 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, one case of existing litigation pursuant to paragraph (1) of subdivision (d) of CA Govt. Code Section 54956.9: (1) Marina Community Partners LLC v. Fort Ord Reuse Authority, Monterey Superior Court Case 18CV000871"
- b. Conference with Legal Counsel-anticipated litigation initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – two potential cases.
- c. Conference with Legal Counsel - anticipated litigation – significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9 – one potential case.

- d. Public Employee Performance Evaluation (CA Govt. Code §54957) – Police Commander

**6:45 PM - RECONVENE OPEN SESSION AND REPORT ON ANY ACTIONS TAKEN IN CLOSED SESSION**

4. **ACTION ITEM:**

- a. City Council consider adopting Resolution No. 2019-, approving a Professional Services Agreement for groundwater sustainability planning.
- b. City Council consider adopting Resolution No. 2019-, Delegate the authority to approve up to 80 hours of emergency vacation payouts upon verification of an emergency and if an employee has available accrued sick leave.

5. **ADJOURNMENT:**

**CERTIFICATION**

I, Anita Sharp, Deputy City Clerk, of the City of Marina, do hereby certify that a copy of the foregoing AMENDED 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 PM on Friday, June 21, 2019

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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.cityofmarina.org](http://www.cityofmarina.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 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@ci.marina.ca.us](mailto:marina@ci.marina.ca.us)*

**ALL MEETINGS ARE OPEN TO THE PUBLIC. THE CITY OF MARINA DOES NOT DISCRIMINATE AGAINST PERSONS WITH DISABILITIES. CITY HALL AND COUNCIL CHAMBERS ARE ACCESSIBLE FACILITIES.**

June 21, 2019

Item No: **4b**

Honorable Mayor and Members  
of the Marina City Council

City Council Meeting  
of June 24, 2019

**CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2019,  
DELEGATING AUTHORITY TO APPROVE EMERGENCY VACATION  
PAYOUTS UPON VERIFICATION OF AN EMERGENCY AND LIMITED  
TO AVAILABLE ACCRUED VACATION UP TO 80 HOURS AS  
SPECIFIED IN THE CITY OF MARINA EMPLOYEE HANDBOOK**

**REQUEST:**

It is requested that the City Council:

1. Adopt Resolution No. 2019-, Delegating the authority to approve up to 80 hours of emergency vacation payouts upon verification of an emergency and if an employee has available accrued sick leave.

**BACKGROUND:**

The City's employee handbook states under 8.B.1 the following:

*Emergency Cash Draw on Vacation.* Under extreme financial need, caused by either a death or medical emergencies in the family, at the request of the member, the City manager with approval of the City Council may grant up to eighty (80) hours of cash draw on accrued vacation time if such a practice is not precluded by law or regulation.

Given that such draws are to address a personal emergency and the City desires to allow an employee the consideration to address their emergencies privately, it appears appropriate to delegate the approval authority for such requests to the City Manager.

**ANALYSIS:**

The current employee handbook authorizes in specific cases an employee to request a cash payout of their vacation leave if approved by BOTH the City Manager and City Council. This two-step process requires more time and makes public an employees' emergency. Further, the amount of time that can be granted is limited by an employees accrued vacation leave up to 80 hours.

The City Manager has one such request at present and seeks the Council's direction.

**FISCAL IMPACT:**

Vacation leave will eventually be paid as time off or as cash. Thus, the cost impact is neutral.

**CONCLUSION:**

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

Respectfully submitted,

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Eric Frost  
Finance Director  
City of Marina

**REVIEWED/CONCUR:**

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Layne Long  
City Manager  
City of Marina

RESOLUTION NO. 2019-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
MARINA DELEGATING AUTHORITY TO APPROVE EMERGENCY CASH DRAWS ON  
VACATION LEAVE

WHEREAS, the City of Marina has an employee handbook stating City of Marina work rules; and

WHEREAS, under section 8 B 1, the handbook states: “Emergency Cash Draw on vacation. Under extreme financial need, caused by either a death or medical emergencies in the family, at the request of the member, the City manager with approval of the City Council may grant up to eighty (80) hours of cash draw on accrued vacation time if such a practice is not precluded by law or regulation”; and

WHEREAS, such emergencies are best served if addressed quickly; and,

WHEREAS, the authority to grant such cash requests are limited to 80 hours of vacation time, only if the employee has such time; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MARINA DOES HEREBY  
RESOLVE AS FOLLOWS:

SECTION 1. The City Manager is hereby delegated the authority to approve emergency vacation payouts:

PASSED and ADOPTED by the City Council of the City of Marina at a special meeting duly held on this 24th day of June 2019 by the following vote:

AYES, COUNCIL MEMBERS:

NOES, COUNCIL MEMBERS:

ABSENT, COUNCIL MEMBERS

ABSTAIN, COUNCIL MEMBERS:

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Bruce C. Delgado, Mayor

ATTEST:

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Anita Sharp, Deputy City Clerk