



AGENDA

Tuesday, February 9, 2016

4:30-5:30 P.M. Open House
5:30-7:00 P.M. Open Session
7:00 P.M. Closed Session at City Hall

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

**Marina Municipal Airport
Administration Building Conference Room
781 Neeson Road
Marina, California**

**City Hall Conference Room (Closed Session)
211 Hillcrest Avenue
Marina, CA 93933**

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 Successor Agency of the Former Redevelopment Agency Members)

Nancy Amadeo, David W. Brown, Gail Morton, Mayor Pro-Tem/Vice Chair Frank O'Connell, Mayor/Chair Bruce C. Delgado

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

4. **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.*

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 adopting Resolution No. 2016-, receiving informational presentation from Coffman Associates, Airport Consultants, regarding the draft Marina Municipal Airport Master Plan Update.
5. **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. Labor Negotiations
 - i. Marina Employee Association
 - ii. Marina Management Employees Association
 - iii. Marina Public Safety Officers Association
 - iv. Marina Public Safety Manager's Association
 - v. Marina Professional Firefighters Association

City Negotiators: Layne P. Long, City Manager and Employee Relations Officer

6. **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 4:30 p.m., Friday, February 5, 2016.

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.ci.marina.ca.us), 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@ci.marina.ca.us.

*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@ci.marina.ca.us. requests must be made at least **48 hours** in advance of the meeting.*

Upcoming 2016 Meetings of the City Council, Airport Commission, Marina Abrams B Non-Profit Corporation, Preston Park Sustainable Community Nonprofit Corporation and Successor Agency of the Former Redevelopment Agency
Regular Meetings: 5:30 p.m. Closed Session;
6:30 p.m. Regular Open Sessions

****Wednesday, February 17, 2016**

Tuesday, March 1, 2016
Tuesday, March 15, 2016

Tuesday, April 5, 2016
Tuesday, April 19, 2016

Tuesday, May 3, 2016
Tuesday, May 17, 2016

Tuesday, June 7, 2016
Tuesday, June 21, 2016

**** Wednesday, July 6, 2016**

Tuesday, July 19, 2016

***** Wednesday, August 3, 2016**

Tuesday, August 16, 2016

****Wednesday, September 7, 2016**

Tuesday, September 20, 2016

Tuesday, October 4, 2016

Tuesday, October 18, 2016

Tuesday, November 1, 2016

Tuesday, November 15, 2016

Tuesday, December 6, 2016

Tuesday, December 20, 2016

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

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

NOTE: Regular Meeting dates may be rescheduled by City Council only.

Special Council Meetings

*Friday, February 19, 2016, 6:00-9:00 pm Budget Retreat
Saturday, February 20, 2016, 9:00am-12:00 pm Budget Retreat*

Honorable Mayor and Members
of the Marina City Council

City Council Special Study Session Meeting
of February 9, 2016

CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2016-, RECEIVING INFORMATIONAL PRESENTATION FROM COFFMAN ASSOCIATES, AIRPORT CONSULTANTS, REGARDING THE DRAFT MARINA MUNICIPAL AIRPORT MASTER PLAN UPDATE

REQUEST:

It is requested that the City Council:

1. Consider adopting Resolution No. 2016-, receiving informational presentation from Coffman Associates, Airport Consultants, regarding the draft Marina Municipal Airport Master Plan Update.

BACKGROUND:

At a regular meeting of February 25, 2013, the Public Works Commission adopted Resolution No. 2013-01 (PWC), recommending City Council approve the revised Ten (10) Year Capital Improvement Plan (CIP) for Caltrans Division of Aeronautics grant funded airport improvement projects and the revised Five (5) Year Airport Capital Improvement Plan (ACIP) for Federal Aviation Administration (FAA) grant funded airport improvement projects at the Marina Municipal Airport.

On July 25, 2013, the City submitted an application for a grant of Federal funds for updating the Marina Municipal Airport Master Plan.

On August 5, 2013, the FAA sent a notice that an application to update the Marina Municipal Airport Master Plan is eligible under the ACIP for Federal funding and can compete for further consideration. A complete application was submitted to the FAA on August 27, 2013.

On August 29, 2013, the FAA sent a Grant Agreement offering an Airport Improvement Grant in the amount of \$300,000 for updating the Marina Municipal Airport Master Plan.

At the regular meeting of September 17, 2013, the City Council adopted Resolution No. 2013-129, approving revised Ten (10) Year CIP for Caltrans Division of Aeronautics grant funded airport improvement projects and revised Five (5) Year ACIP for FAA grant funded airport improvement projects at the Marina Municipal Airport. The Marina Municipal Airport Update is listed in the ACIP.

At the regular meeting of September 17, 2013, the City Council adopted Resolution No. 2013-130, (1) authorizing acceptance of FAA Airport Improvement Grant in the amount of \$300,000 for update of the Marina Municipal Airport Master Plan; (2) authoring grant application to Caltrans Division of Aeronautics in the amount of \$15,000; (3) authorizing interfund transfer from Airport Operations Fund 55 to Airport Capital Projects Fund 60 in the amount of \$46,000; (4) increasing appropriations in the Airport Capital Projects Fund 60, Airport Master Plan 2013 Project No. TBD in the amount of \$361,000; (5) authorizing Finance Director to make necessary accounting and budgetary entries, and; (6) authorizing City Manager to execute Grant Agreement Documents on behalf of the City subject to final review and approval by the City Attorney.

At the regular meeting of October 15, 2013, the City Council adopted Resolution No. 2013-146, approving professional services agreement between City of Marina and Tartaglia Engineering, of Atascadero, California, and Coffman Associates, Airport Consultants, of Salinas, California, in the amount of \$350,864 to prepare the Marina Municipal Airport Master Plan Update and authorize City Manager to execute agreement on behalf of the City, subject to final review and approval by City Attorney.

ANALYSIS:

The FAA recommends that airports update their long term planning documents every seven to ten years, or as necessary to address local changes at an airport. The last Master Plan for Marina Municipal Airport was finalized in 2008. A Draft Final Airport Master Plan Update was prepared by Coffman Associates in September 2015.

Coffman Associates is the City's consultant on planning airport infrastructure projects. Coffman Associates has prepared numerous airport master plans and has provided consulting services to both the Salinas and Monterey Regional Airports.

The goal of the Airport Master Plan is to provide the framework necessary to guide possible future airport development that will cost-effectively satisfy aviation demand, while considering potential environmental and socioeconomic issues. The Airport Master Plan does not include land use policies that guide growth in the manner that a specific plan or general plan provides, nor does the Airport Master Plan work in conjunction with any type of implementing regulations, such as a zoning ordinance. The Airport Master Plan is comparable to a long-term plan for any major institutional campus (e.g., a hospital or university) in that space should be reserved for potentially needed facilities; however, those facilities are only constructed when actual demand occurs.

Specific objectives addressed in the Airport Master Plan include:

- Research and evaluate socioeconomic factors likely to affect the aviation demand in the region;
- Determine the projected facility needs of airport users through the year 2033, by which to support airport development alternatives;
- Recommend improvements that will enhance airport capacity to the maximum extent;
- Recommend improvements that will enhance the airport's safety capabilities to the maximum extent possible;
- Evaluate and document the demand which will support the potential extension of Runway 11-29 to serve higher performance corporate/business aircraft;
- Evaluate the potential for non-aviation land uses and revenue development on airport property that both the Sponsor and FAA consider excess airport property;
- Develop airport land use compatibility planning policies that will protect the Airport from future encroachment by incompatible land uses;
- Produce current and accurate airport base maps and Airport Layout Plans;
- Establish a schedule of development priorities and a program for the improvements proposed in the Airport Master Plan;
- Prioritize the airport capital improvement program and develop a detailed financial plan.

CONCLUSION:

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

Respectfully submitted,

Justin Meek, AICP
Community Development Department
Senior Planner/Airport Planner
City of Marina

REVIEWED/CONCUR:

Jeff Crechriou
Marina Municipal Airport
Airport Services Manager
City of Marina

Layne Long
City Manager
City of Marina

RESOLUTION NO. 2016-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA
RECEIVING INFORMATIONAL PRESENTATION FROM COFFMAN
ASSOCIATES, AIRPORT CONSULTANTS, REGARDING THE DRAFT
MARINA MUNICIPAL AIRPORT MASTER PLAN UPDATE

WHEREAS, at a regular meeting of February 25, 2013, the Public Works Commission adopted Resolution No. 2013-01 (PWC), recommending City Council approve the revised Ten (10) Year Capital Improvement Plan (CIP) for Caltrans Division of Aeronautics grant funded airport improvement projects and the revised Five (5) Year Airport Capital Improvement Plan (ACIP) for Federal Aviation Administration (FAA) grant funded airport improvement projects at the Marina Municipal Airport, and;

WHEREAS, on July 25, 2013, the City submitted an application for a grant of Federal funds for updating the Marina Municipal Airport Master Plan, and;

WHEREAS, on August 5, 2013, the FAA sent a notice that an application to update the Marina Municipal Airport Master Plan is eligible under the ACIP for Federal funding and can compete for further consideration. A complete application was submitted to the FAA on August 27, 2013, and;

WHEREAS, on August 29, 2013, the FAA sent a Grant Agreement offering an Airport Improvement Grant in the amount of \$300,000 for updating the Marina Municipal Airport Master Plan, and;

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WHEREAS, the FAA recommends that airports update their long term planning documents every seven to ten years, or as necessary to address local changes at an airport. The last Master Plan for Marina Municipal Airport was finalized in 2008. A Draft Final Airport Master Plan Update was prepared by Coffman Associates in September 2015, and;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby receive an informational presentation from Coffman Associates, Airport Consultants, regarding the draft Marina Municipal Airport Master Plan Update.

PASSED AND ADOPTED, at a special study session meeting of the City Council of the City of Marina, duly held on the 9th day of February 2016 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



MARINA

MUNICIPAL AIRPORT

AIRPORT MASTER PLAN



MARINA

MUNICIPAL AIRPORT
AIRPORT MASTER PLAN

Exhibit IA: PROJECT WORK FLOW



1-29-14

INVENTORY

- Airport Facilities
- Airspace and Air Traffic Activity
- Area Socioeconomic Data
- Local Planning and Land Use
- Airport Access and Parking, Utilities, and Aerial Photography

FORECASTS

- Based Aircraft and Fleet Mix
- Annual Operations

FACILITY REQUIREMENTS

- Design Categories
- Runway Length and Strength
- Support Facilities
- Taxiways
- Hangar Facilities
- Terminal Building
- Aprons
- Navigational Aids



5-1-14

AIRPORT ALTERNATIVES

- Evaluate Development Scenarios
 - Airside
 - Landside



8-12-14

RECOMMENDED DEVELOPMENT PLAN

- Detailed Master Plan Facility and Land Use Plans



FINANCIAL PLAN / CAPITAL IMPROVEMENTS

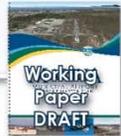
- Airport Development Schedule
- Cost Estimates
- Funding Sources

AIRPORT LAYOUT PLANS

- Airport Layout Plan
- Landside Drawing
- Airspace/Approach Drawings
- On-Airport Land Use Plan
- Property Map



6-18-15



FORECASTS



	ACTUAL	FORECAST		
	2013	2018	2023	2033
ANNUAL OPERATIONS				
General Aviation				
Itinerant	19,800	21,576	23,553	28,010
Local	9,700	10,624	11,647	13,990
Military				
Itinerant	200	200	200	200
Local	200	200	200	200
Air Taxi (Itinerant)	100	200	300	600
Total Itinerant	20,100	21,976	24,053	28,810
Total Local	9,900	10,824	11,847	14,190
Total Operations	30,000	32,800	35,900	43,000
BASED AIRCRAFT				
Single Engine Piston	43	45	47	54
Multi-Engine Piston	0	1	1	2
Turboprop	3	4	4	5
Business Jet	0	1	2	3
Helicopter	0	0	1	1
Experimental/Other	4	4	5	5
Total Based Aircraft	50	55	60	70



DESIGN AIRCRAFT

Design Aircraft: An aircraft or family of aircraft with similar characteristics that perform at least 500 annual operations at the airport.

- **Current: B-I-1A (small aircraft)**
 - Small twin/turboprop (King Air F90 – typ.)
- **Future: C-II-3**
 - Business Jets (Cessna Citation 650 – typ.)



MARINA

MUNICIPAL AIRPORT
AIRPORT MASTER PLAN

Table 5A:
RUNWAY DESIGN STANDARDS

	Runway 11-29			
	Current	Short-Term Future	Long-Term Future	
RUNWAY CLASSIFICATION				
Runway Design Code	B-I	B-II	C-II	
Visibility Minimums	1-mile	¾-mile	½-mile (Rwy 11)	¾-mile (Rwy 29)
Approach Reference Code	D-VI-5000	D-IV-4000	D-IV-2400	
Departure Reference Code	D-VI	D-IV	D-IV	
RUNWAY DESIGN				
Runway Length	3,483	5,000	5,800	
Runway Width	75	75	100	
Runway Shoulder Width	10	10	10	
RUNWAY PROTECTION				
Runway Safety Area (RSA)				
Width	120	150	500	
Length Beyond Departure End	240	300	1,000	
Length Prior to Threshold	240	300	600	
Runway Object Free Area (ROFA)				
Width	400	500	800	
Length Beyond Departure End	240	300	1,000	
Length Prior to Threshold	240	300	600	
Runway Obstacle Free Zone (ROFZ)				
Width	250	400	400	
Length Beyond End	200	200	200	
Precision Obstacle Free Zone (POFZ)				
Width	NA	NA	800	
Length	NA	NA	200	
Approach Runway Protection Zone (RPZ)				
Length	1,000	1,700	2,500 (Rwy 11)	1,700 (Rwy 29)
Inner Width	500	1,000	1,000 (Rwy 11)	1,000 (Rwy 29)
Outer Width	700	1,510	1,750 (Rwy 11)	1,510 (Rwy 29)
Departure Runway Protection Zone (RPZ)				
Length	1,000	1,000	1,700	
Inner Width	500	500	500	
Outer Width	700	700	1,010	
RUNWAY SEPARATION				
Runway Centerline to:				
Holding Position	200	200	250	250
Parallel Taxiway	225	240	400	300
Aircraft Parking Area	200	250	500	400

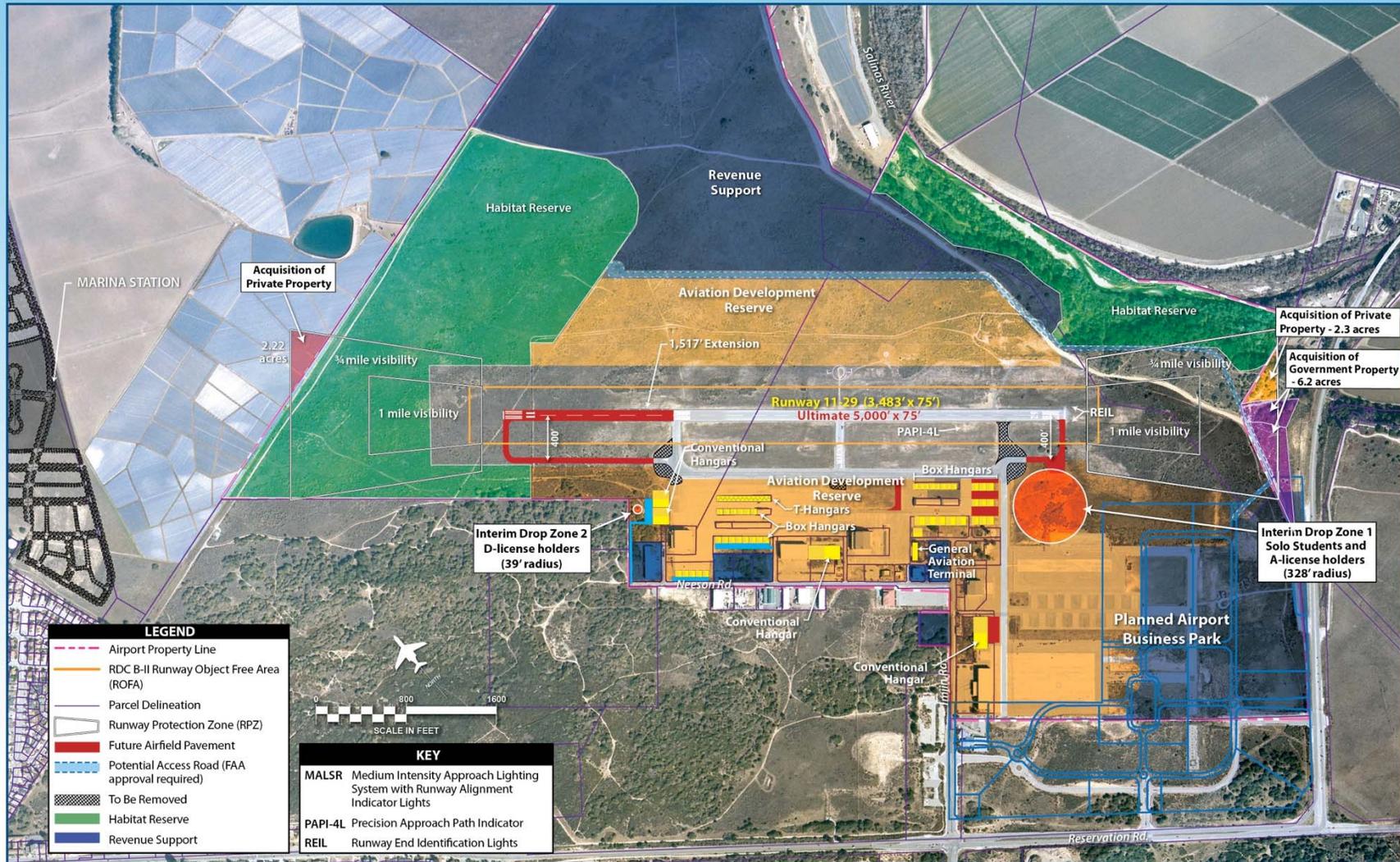
Note: All dimensions in feet

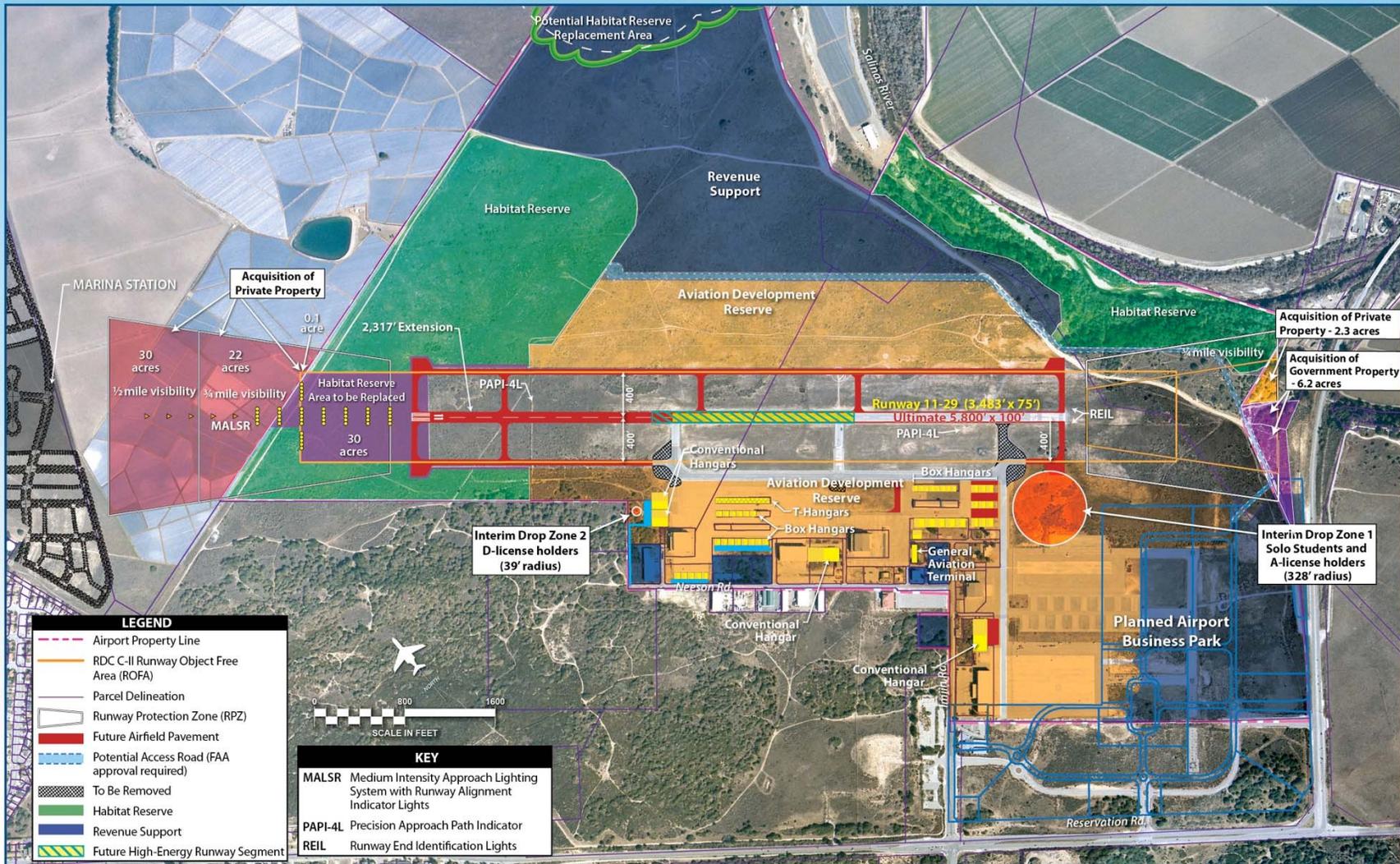
Source: FAA AC 150/5300-13A, Airport Design

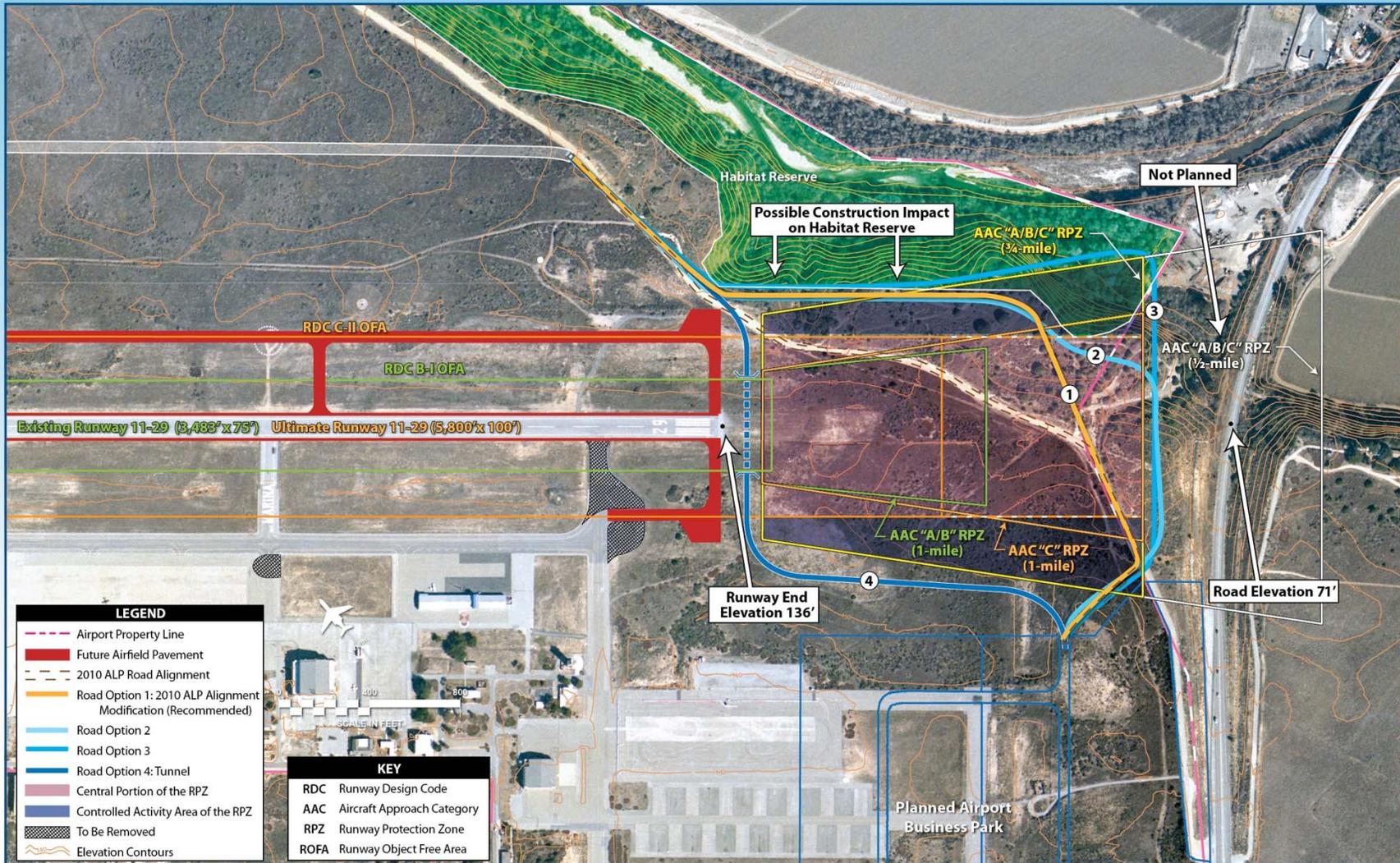


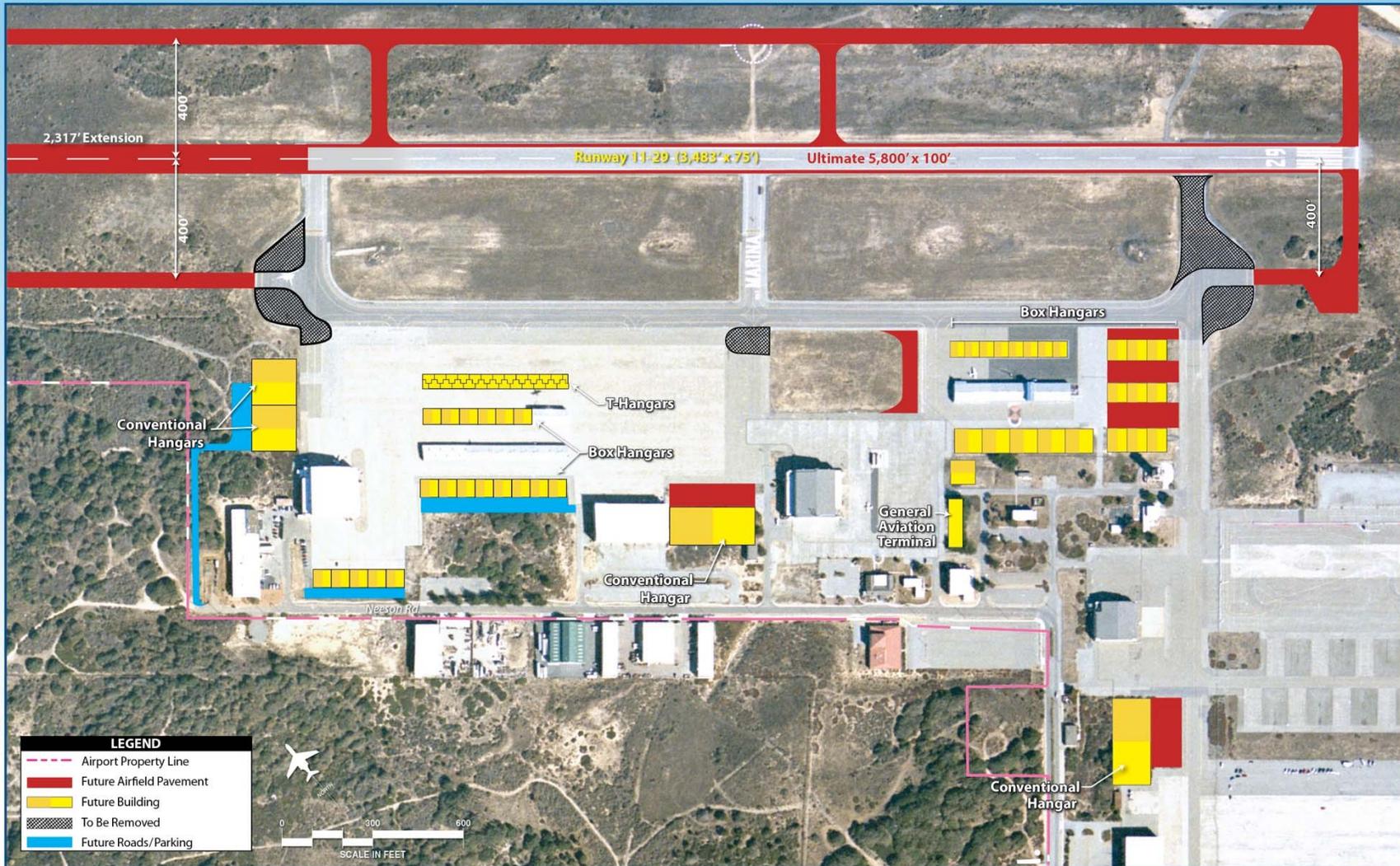
RECOMMENDED CONCEPT











MARINA

MUNICIPAL AIRPORT
AIRPORT MASTER PLAN

Exhibit 5J: AIRPORT LAND USE PLAN



CAPITAL IMPROVEMENT PLAN



MARINA

MUNICIPAL AIRPORT
AIRPORT MASTER PLAN

Exhibit 6B: RECOMMENDED DEVELOPMENT STAGING

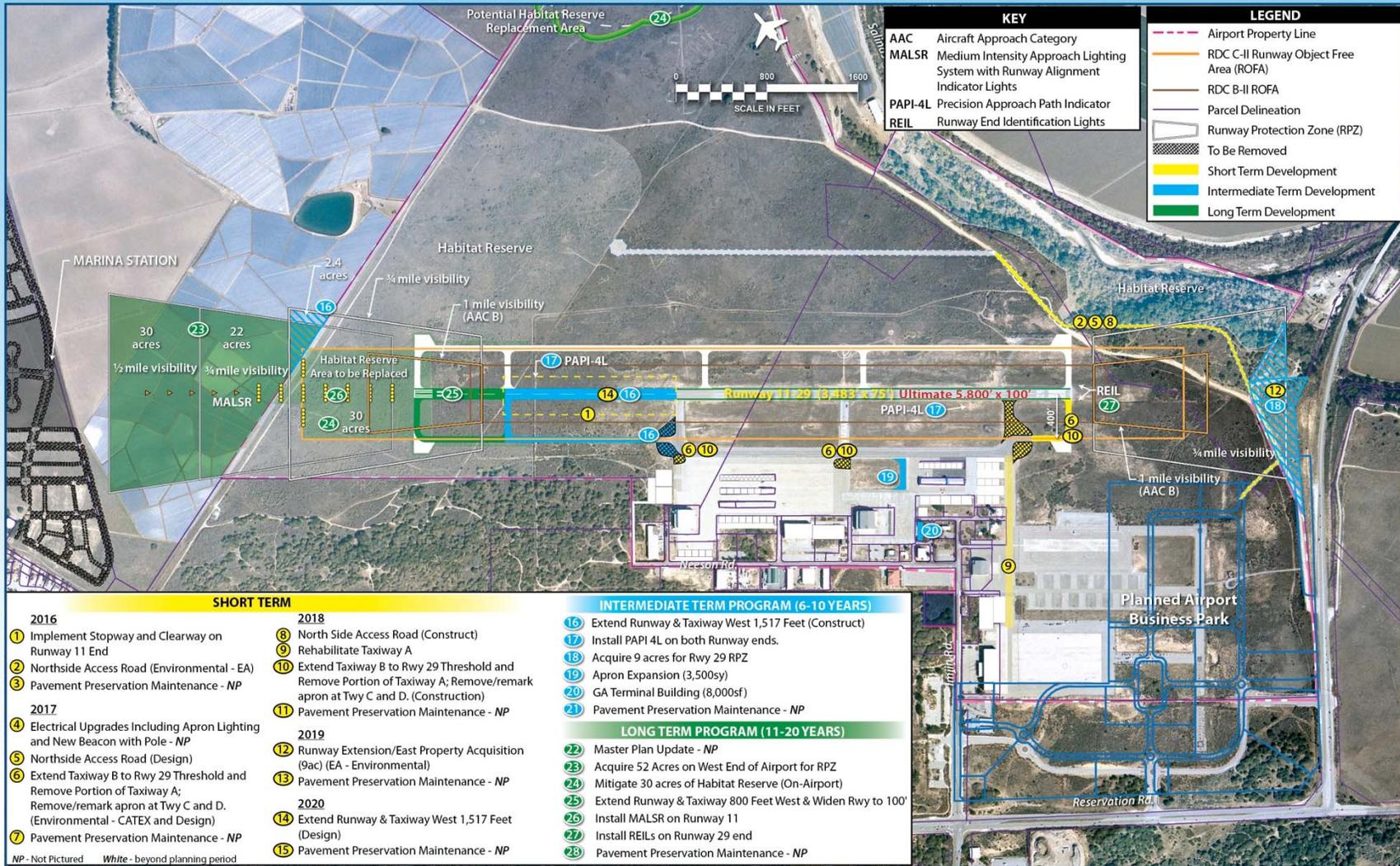


Exhibit 6A:
CAPITAL IMPROVEMENT PROGRAM - SHORT TERM

PROJECT DESCRIPTION		PROJECT COST	FAA ELIGIBLE	TOTAL LOCAL
SHORT TERM PROGRAM (0-5 YEARS)				
2016				
1	Implement Stopway and Clearway on Runway 11 End	\$100,000	\$90,660	\$9,340
2	Northside Access Road (Environmental - EA)	\$100,000	\$90,660	\$9,340
3	Pavement Preservation Maintenance	\$15,000	\$0	\$15,000
2016	TOTALS	\$215,000	\$181,320	\$33,680
2017				
4	Electrical Upgrades Including Apron Lighting and New Beacon with Pole	\$380,000	\$344,508	\$35,492
5	Northside Access Road (Design)	\$123,000	\$111,512	\$11,488
6	Extend Taxiway B to Rwy 29 Threshold and Remove Portion of Taxiway A; Remove/remark apron at Twy C and D. (Environmental - CATEX and Design)	\$126,000	\$114,232	\$11,768
7	Pavement Preservation Maintenance	\$15,000	\$0	\$15,000
2017	TOTALS	\$644,000	\$570,251	\$73,749
2018				
8	North Side Access Road (Construct)	\$1,313,000	\$1,190,366	\$122,634
9	Rehabilitate Taxiway A	\$600,000	\$543,960	\$56,040
10	Extend Taxiway B to Rwy 29 Threshold and Remove Portion of Taxiway A; Remove/remark apron at Twy C and D. (Construction)	\$1,021,000	\$925,639	\$95,361
11	Pavement Preservation Maintenance	\$15,000	\$0	\$15,000
2018	TOTALS	\$2,949,000	\$2,659,964	\$289,036
2019				
12	Runway Extension/East Property Acquisition (9ac) (EA - Environmental)	\$500,000	\$453,300	\$46,700
13	Pavement Preservation Maintenance	\$15,000	\$0	\$15,000
2019	TOTALS	\$515,000	\$453,300	\$61,700
2020				
14	Extend Runway & Taxiway West 1,517 Feet (Design)	\$398,000	\$360,827	\$37,173
15	Pavement Preservation Maintenance	\$15,000	\$0	\$15,000
2020	TOTALS	\$413,000	\$360,827	\$52,173
TOTAL SHORT TERM PROGRAM		\$4,736,000	\$4,225,663	\$510,337

Note: Totals may not equal due to rounding



PROJECT DESCRIPTION		PROJECT COST	FAA ELIGIBLE	TOTAL LOCAL
INTERMEDIATE TERM PROGRAM (6-10 YEARS)				
16	Extend Runway & Taxiway West 1,517 Feet (Construct)	\$4,247,000	\$3,850,330	\$396,670
17	Install PAPI 4L on both Runway ends.	\$100,000	\$90,660	\$9,340
18	Acquire 9 acres for Rwy 29 RPZ	\$405,000	\$367,173	\$37,827
19	Apron Expansion (3,500sy)	\$332,000	\$300,991	\$31,009
20	GA Terminal Building (8,000sf)	\$3,360,000	\$0	\$3,360,000
21	Pavement Preservation Maintenance	\$75,000	\$0	\$75,000
TOTAL INTERMEDIATE TERM PROGRAM		\$8,519,000	\$4,609,154	\$3,909,846

Note: Totals may not equal due to rounding



PROJECT DESCRIPTION		PROJECT COST	FAA ELIGIBLE	TOTAL LOCAL
LONG TERM PROGRAM (11-20 YEARS)				
22	Master Plan Update	\$300,000	\$271,980	\$28,020
23	Acquire 52 Acres on West End of Airport for RPZ	\$2,340,000	\$2,121,444	\$218,556
24	Mitigate 30 acres of Habitat Reserve (On-Airport)	\$0	\$0	\$0
25	Extend Runway & Taxiway 800 Feet West & Widen Rwy to 100'	\$6,196,000	\$5,617,294	\$578,706
26	Install MALSR on Runway 11	\$1,100,000	\$997,260	\$102,740
27	Install REILs on Runway 29 end	\$50,000	\$45,330	\$4,670
28	Pavement Preservation Maintenance	\$150,000	\$0	\$150,000
TOTAL LONG TERM PROGRAM		\$10,136,000	\$9,053,308	\$1,082,692

Note: Totals may not equal due to rounding



Exhibit 6A:
CAPITAL IMPROVEMENT PROGRAM - TOTAL COST

PROJECT DESCRIPTION	PROJECT COST	FAA ELIGIBLE	TOTAL LOCAL
TOTAL SHORT TERM PROGRAM	\$4,736,000	\$4,225,663	\$510,337
TOTAL INTERMEDIATE TERM PROGRAM	\$8,519,000	\$4,609,154	\$3,909,846
TOTAL LONG TERM PROGRAM	\$10,136,000	\$9,053,308	\$1,082,692
TOTAL PROGRAM COSTS (Rounded to nearest \$1,000)	\$23,391,000	\$17,888,000	\$5,503,000



NEXT STEPS

Master Plan



Airport Layout Plan



QUESTIONS?

