

EXHIBIT A**SCOPE OF WORK**
(Local Coastal Programs)

1. Grantee agrees to expend grant funds provided by the Commission only for and in accordance with project activities as described under the Scope of Work attached hereto as EXHIBIT A.
2. The Project representatives during the term of this agreement, and the person authorized to sign grant amendments and RFFs on behalf of the grantee, will be:

State Agency: California Coastal Commission	Grantee: City of San Clemente
Name: Kelsey Ducklow ("Grant Manager")	Name: Adam Atamian Community Development Director
Address: 455 Market St. Suite 300 San Francisco, CA 94105	Address: 910 Calle Negocio San Clemente, CA 92673
Phone: (415) 904-2335	Phone: (949) 361-6196
Email: kelsey.ducklow@coastal.ca.gov	Email: atamiana@san-clemente.org

3. Primary project contact:

State Agency: California Coastal Commission	Grantee City of San Clemente
Section/Unit: Statewide Planning Unit	Section/Unit: City Manager's Office
Name: Shahar Amitay Coastal Program Analyst II	Name: Leslea Meyerhoff Contract Coastal Administrator
Address: 301 E Ocean Blvd, Suite 300 Long Beach, CA 90802	Address: 910 Calle Negocio San Clemente, CA 92673
Phone: (562) 590-5071, ext. 2239	Phone: (760) 845-8028
Email: shahar.amitay@coastal.ca.gov	Email: LesleaM@san-clemente.org

EXHIBIT A

SCOPE OF WORK

Name of Local Government: City of San Clemente

Name of Project: South Orange County Regional Coastal Resiliency Investigation and City of San Clemente Local Coastal Program Update

Funding Source: General Fund

Specific Program: Local Coastal Program Local Assistance Grant Program

Federal Tax ID#: 95-6000775

Budget Summary:

CCC funding:	\$1,500,000.00
<u>Other funding:</u>	<u>\$ 240,000.00</u>
Total project cost:	\$1,740,000.00

Term of Project: July 1st, 2024 – December 31st, 2026

A. PROJECT DESCRIPTION

The City seeks to identify potential offshore sediment borrow sites and verify suitability of material to support the development of a regional scale, nature-based beach restoration program in South Orange County involving comprehensive beach sand replenishment and sand retention projects. The results of a Landside Sediment Analysis will be evaluated separately under the City's Sand Compatibility and Opportunistic Use Program (SCOUP) but will be referenced in the Final Sand Source Investigation Report, if available at time the final Task 1 deliverable is completed per the terms of the grant. Additionally, the City is also currently eighteen months into a multi-year "Nature Based Coastal Resiliency Feasibility Study" (funded by a Round 7 LCP Planning Grant) to identify opportunities, constraints and solutions to improve shoreline conditions along the City's 4.9 miles of coastline.

In tandem with the coastal resiliency planning, the City plans to complete the Implementation Plan component of the LCP and submit it to the Coastal Commission for review and certification along with a targeted Land Use Plan Amendment (LUPA) for consistency with the draft Implementation Plan, including approaches to implement the findings and recommendations from beach restoration and shoreline adaptation studies. This grant application includes tasks to complete the Implementation Plan, which will require additional analysis related to geologic stability and transportation demand management and parking. The Land Use Plan will be updated through this project, to incorporate findings and recommendations from the (offshore

EXHIBIT A

and landside) sediment studies and adaptation planning efforts, to the extent they have been completed at the time the final Task 1 grant deliverable is due to be completed.

B. TASKS

Task 1: South Orange County Sand Source Investigation

A geophysical investigation will be conducted in a phased approach. The receiver site characteristics will be defined as part of the first phase (Subtask 1.1). Receiver sites will include those in both San Clemente and Dana Point. The second phase consists of evaluation of existing information to identify potential borrow sites and to guide subsequent field data collection efforts. Once the candidate sites are identified, marine geophysical (seismic reflection profiling) surveys will be performed. The results of the marine geophysical surveys will be interpreted and used to develop a focused vibrocore sediment sampling and analysis program. Depending on the nature of available historical information, geophysical surveys may not be warranted at all candidate borrow sites. Sediment source investigation activities may necessitate permits or CCC authorization/concurrence. Inclusion of these activities in this grant agreement does not preclude the need for various permitting or authorization processes by the Coastal Commission or other relevant entities prior to implementation of adaptation measures.

Task 1.1 Receiver Site Characterization

- **Define Receiver Site Characteristics:** Obtain and analyze surficial sediment samples at up to three candidate receiver sites in the City¹ to determine sand characteristics (grain size distribution). Samples will be obtained from the back beach to a depth of 30 ft, Mean Lower Low Water. This information will be used to evaluate compatibility with potential source material. City staff/consultant will coordinate with Coastal Commission staff prior to finalizing receiver sites. A memorandum describing field activities and results, including a data appendix with grain size distribution curves and a tabulation of results, will be developed.

Task 1.2. Identify Borrow Sites and Investigation Plan:

- **Evaluate Existing Information:** Collect and review existing data for potential offshore sand borrow sites from various sources including federal and state agencies, universities, local cities and counties to evaluate potential candidate sand sources for beach nourishment (*e.g.*, Fischer, et al, 1983; Osborne, et al, 1983; URS, 2009; US Army Corps of Engineers, 2012; Warrick, 2022)
- **Identify Candidate Borrow Sites:** Select up to three potential borrow sites to investigate. The sites will be selected based on proximity to proposed receiver sites, potential to provide required sand volume, potential to yield suitable material, and likelihood of being able to utilize the borrow site (*e.g.*, environmental issues, permitting issues, jurisdictional conflicts). The number of sites investigated may be adjusted based on available budget.

¹ Priority sites will be identified based on the critical erosion hotspots memo prepared by the City in 2023 based on shoreline profile monitoring and community input on the NBAS study.

EXHIBIT A

- Prepare Field Investigation Plan: Develop plan for geophysical investigation of the potential borrow sites, including acquisition of necessary permits.
- Prepare memo / report: Report will describe findings of the literature review, the borrow sites recommended for investigation, and a field investigation plan. City staff/consultant will coordinate with Coastal Commission staff prior to finalizing borrow sites.

Task 1.3 Marine Geophysical Surveys:

- Conduct Geophysical Survey Program: The need to conduct geophysical surveys will be evaluated based on the nature of historical information for each candidate site identified in Task 1.2. Conduct marine geophysical surveys at the candidate sand source sites as warranted. The objective of the geophysical surveys is to map subsurface layers of potentially suitable sediment at the candidate borrow sites. Other geologic features (such as bedrock outcrops and reefs) that affect sand distribution and the ability to conduct dredging operations will also be identified. A sub-bottom profiler (e.g., Edgetech 512i) will be used to map subsurface sediment layers and shallow bedrock to the extent present. The surveys will be designed to focus on the upper 30 ft of sediment, as dredging operations will likely be limited beyond this depth. Side-scan sonar (e.g., Edgetech 4125) provides a two-dimensional, photo-like image that varies with the surface relief and acoustic reflectivity of the sea bottom. This tool will be used to map geologic features (e.g., rock outcrops) and any anthropogenic features (e.g., shipwrecks) on the sea bottom. An acoustic echosounder will be used to measure sea bottom elevations. All positioning will be provided by a GNSS receiver operated using real-time differential corrections from the Wide Area Augmentation System (WAAS). The surveys will be conducted under the CA State Lands Commission Geophysical Survey Permit (as applicable).
- Preliminary Interpretation: The results of the marine geophysical surveys will be interpreted and used to focus the sediment sampling effort undertaken during the next phase (Task 1.4) of the investigation.
- Final Evaluation of Results: Upon completion of the vibracore sediment sampling activities (Task 1.4), additional interpretation of the geophysical data shall be conducted using this “ground-truth” information.
- Prepare memo / report: Report will describe field activities and results of the geophysical surveys.

Task 1.4. Sediment Sampling

- Prepare Sampling and Analysis Plan (SAP): Prepare a SAP designed to evaluate compatibility of potential source material. The plan will include sample locations, physical (grain size) and chemical testing protocols, and quality assurance/quality control procedures. The results of the receiver site characterization conducted in Phase 1 will be included in the plan. A draft plan will be submitted to the U.S. Army Corps of Engineers (USACE), U.S. Environmental Protection Agency (USEPA), the Regional Water Quality Control Board

EXHIBIT A

(RWQCB) and the Southern California Dredge Materials Management Team for concurrence before finalizing.

- Conduct Sediment Sampling Program: Conduct a vibracoring program to confirm the preliminary interpretation of the marine geophysical surveys (or historical information) and determine the physical (grain size distribution) and chemical characteristics of the sediment at each candidate borrow site. The coring apparatus will be capable of achieving 20 ft penetration in suitable sediments.
- Evaluate Borrow Site Sediment Characteristics: The cores will be handled, tested, and evaluated in accordance with the Sampling and Analysis Plan.

Task 1.5. Draft + Final Report

Landside Sediment Analysis: Grant Task 1 is focused on locating offshore sand sources. Landslide sediment sources will be evaluated under the City's SCOUP program which was recently restarted. Landside transport and placement options will be summarized in an alternatives analysis within final Task 1.5 report comparing costs and benefits of various offshore and landside options.

- Prepare a draft and final sand source investigation report: The report will describe the field activities and the results of the sediment sampling program as well as the landside sediment analysis (if available) and how the results relate to coastal resiliency goals. This discussion will include, at a minimum, findings related to the useability and appropriateness of sediment for identified adaptation options (e.g. beach nourishment, dune restoration), and how much sediment is available to implement such projects (including reference to whether sources could provide for repeated or long-term use rather than one-time or short-term use). City/consultant will allow for review/coordination with CCC staff prior to finalization of report. Data appendices will include: Vibracore logs, core photos, and penetration records; grain size analysis results; and chemical testing results.

Task 1 Deliverables:

- Receiver site characterization memorandum*
- Literature review and report identifying borrow sites and investigation plan*
- Field activities and geophysical surveys results memo / report*
- Sampling and Analysis Plan*
- Draft and final sand source investigation report*

References

Fischer, P.J., Kreutzer, P.A., Morrison, L.R., Rudat, J.A., Ticken, E.J., Webb, J.F., Woods, M.M., Berry, R.W., Henry, M.J., Hoyt, D.H., and Young, M., 1983, "Study on Quaternary shelf deposits (sand and gravel) of Southern California", Submitted to State of California, Department of Boating and Waterways, Beach Erosion Control Project, FR 82-11, 66 p.

EXHIBIT A

Osbourne, R.H., N.J. Darigo, and R.C. Scheidemann, 1983, "Report of Potential Offshore Sand and Gravel Resources of the Inner Continental Shelf of Southern California", prepared for Calif. State Dept. of Boating and Waterways, Sacramento. University of Southern California, Dept. of Geological Services, Los Angeles, CA, 302 pp.

U.S. Army Corps of Engineers, 2012, San Clemente Shoreline Feasibility Study – Geotechnical Appendix" U.S. Army Corps of Engineers, Los Angeles District.

URS, 2009, "Geotechnical Assessment-Offshore Sand Sources-Regional Beach Sand Project II-San Diego, CA". report prepared for SANDAG and Moffatt & Nichol, San Diego, CA, 20pp+app.

Warrick, J.A., Conrad, J.E., Papesh, A., Lorenson, T., and Sliter, R.W., 2022, Assessment of significant sand resources in Federal and California State Waters of the San Francisco, Oceanside, and Silver Strand littoral cell study areas along the continental shelf of California: U.S.G.S. Open-File Report 2022–1095, 104 p., <https://doi.org/10.3133/ofr20221095>.

Task 2: Complete LCP Implementation Plan.

City staff and contractors will complete an updated draft LCP Implementation Plan, including local outreach and public hearings, and submit it to the California Coastal Commission to carry out the policies of the certified Land Use Plan.

Geologic stability and parking/TDM policies were the primary outstanding issues that required further analysis and resolution following the City's first draft Implementation Plan in 2020, within which Coastal Commission staff suggested modifications in the form of a comment letter on the public review draft IP in 2022. The next draft will be supported by analysis on geologic stability and parking and transportation demand management options to be completed by consultants.

Related desired and/or necessary LUP amendments (e.g., more specific geologic stability review process and requirements for new development, revised parking standards and TDM alternatives) may be bundled with this effort, as needed based on ongoing coordination with Coastal Commission staff. The Task 2 subtasks are summarized below.

Task 2.1 Coordination with CCC Staff

- This task will be led by City staff/contractors and will be initiated shortly after grant approval and at regular check-in points (at least four times per year) for the duration of the contract. The consultant will participate in these coordination meetings (virtual or in person) as required for the duration of the contract.

Task 2.2 Public Outreach and Engagement

- Public outreach will be conducted with all known and interested stakeholders, particularly those from disadvantaged and low-income communities, as well as California Native

EXHIBIT A

American Tribes. The City will seek to involve these stakeholders in the coastal planning process. The City will publish updated draft LCP documents (including draft Implementation Plan, potential LUP Amendments related to geologic stability and parking/TDM and supporting data and analysis) for a six-week public review and comment period.

- The draft LCP documents will be shared with CCC staff prior to the commencement of public review. The City will schedule at least one meeting with CCC staff after CCC staff comments are received and before the City revises the draft LCP Amendment(s). The City will conduct at least two (2) public outreach/community engagement meetings, anticipated to be held in conjunction with the City's Coastal Advisory Committee and/or City Council.

Task 2.3 Parking and Transportation Demand Management Study

- In consultation with Coastal Commission staff and a consultant, draft and complete a citywide parking and TDM study and analysis, with a focus on commercial, coastal, and visitor serving areas. This study will be used in conjunction with best available parking demand by use data to refine the City's parking ratios established within the zoning code and draft Implementation Plan of the LCP. Similarly, the project should result in parking alternatives that can be considered for incorporation into the Zoning Code and IP – such as an in-lieu fee program and substitutionary means of addressing some required parking by alternate means (such as on-site bicycle parking or City-supported shuttle and micro-transit programs). See Exhibit A2 for complete scope of work description.

Task 2.4 Coastal Bluff/Canyon Geologic Analysis

- In consultation with Coastal Commission staff and a consultant, review up to ten (10) past permitted housing development projects, commercial development project, and public works projects adjacent to or extending down coastal bluffs and canyons.
- Analysis of consistency of applied site development standards, common site constraints, common future assumptions, geotechnical review standards, and recommendations for future development project review standards.
- Review and report on topographic and geologic maps and aerial imagery citywide, with description of prevalent terrestrial formations, soil conditions, and past erosion rates.
- Analysis of potential annual average future erosion rate assumptions along identified coastal bluffs and canyons, for use in policy development rather than specific development project review. (See Exhibit A3 for complete scope of work description)

Task 2.5 Revise Draft Implementation Plan, Local Adoption, and CCC Submittal

- City staff/contractor will revise the 2021 Draft Implementation Plan to address public review comments and CCC staff review comments (from 2022).

EXHIBIT A

- As part of this task, City staff/contractor will take the revised draft Implementation Plan to the City Council for adoption with a request to authorize formal submittal to the CCC for processing.
- Following Council authorization, City staff/contractor will formally submit the Implementation Plan to the CCC.

Task 2 Outcomes/Deliverables

- Draft and Final Downtown and Coastal Parking and Transportation Demand Management Study (by consultant)*
- Draft and Final Coastal Bluff and Coastal Canyon Geologic Analysis and Recommendations (by consultant)*
- Second Public Review Draft Implementation Plan*
- Draft LUP Amendment(s) related to geologic stability and parking/TDM*
- Public outreach meetings (at least 2) which may be combined with other coastal resiliency related public outreach due to timing considerations and for the sake of efficiencies. Summary report to be completed following meetings.*
- Revised IP and LUP Amendment(s) drafts (including drafts incorporating CCC staff comments and public outreach comments) and relevant staff reports as presented to the City's Coastal Advisory Committee and/or City Council.*
- Locally adopted IP and potential LUP Amendment(s) submitted to the Coastal Commission*

The City will make the information publicly available by publishing it on the City's LCP webpage.

Task 3: Targeted Land Use Plan Amendment(s) to incorporate findings & recommendations from Task 1 deliverables

The City will develop a targeted Land Use Plan amendment for consistency with the draft Implementation Plan, including approaches to implement the findings and recommendations from beach restoration and shoreline adaptation studies – and an IP Amendment if the IP has been certified prior to completion of Task 1.

Task 3.1 Coordination with CCC Staff

- This task will be led by City staff/contractors and will be initiated shortly after grant approval and at regular check-in points (at least four times per year) for the duration of the contract. The consultant will participate in these coordination meetings (virtual or in person) as required for the duration of the contract.

Task 3.2 Coordination with Task 1 Team

- City staff has retained the consultant for Task 1 and will manage the project team contract and deliverables. This coordination will remain ongoing for the duration of the contract.

EXHIBIT A

Task 3.3 Public Outreach and Engagement

- Public outreach will be conducted with all known and interested stakeholders particularly those from disadvantaged and low-income communities, as well as California Native American Tribes. The City will seek to involve these stakeholders in the coastal planning process. The City will publish updated draft LCP documents (including draft LUP Amendment(s) and supporting data and analysis) for a six-week public review and comment period.
- The draft LCP documents will be shared with CCC staff prior to the commencement of public review. The City will schedule at least one meeting with CCC staff after CCC staff comments are received and before the City revises the draft LUP Amendment(s).
- The City will conduct at least two (2) public outreach/community engagement meetings, anticipated to be held in conjunction with the City's Coastal Advisory Committee and/or City Council.

Task 3.4 Targeted Land Use Plan Amendment, Local Adoption, and CCC Submittal

- City staff/contractor will prepare a draft Land Use Plan Amendment(s) for consistency with the draft Implementation Plan, including approaches to implement the findings and recommendations from beach restoration and shoreline adaptation studies (including offshore and inland sediment analyses). The draft will be provided to CCC staff for review prior to a public comment period.
- Following incorporation of comments, City staff/contractor will take the revised Land Use Plan Amendment(s) to the City Council for adoption with a request to authorize formal submittal to the CCC for processing.
- Following Council authorization, City staff/contractor will formally submit the Land Use Plan Amendment(s) to the CCC.

Task 3 Outcomes/Deliverables

- a. Draft LUP Amendment(s)*
- b. Minimum of four meetings/year between City staff, Coastal staff, and consultant*
- c. Public outreach meetings (at least 2) which may be combined with other coastal resiliency related public outreach due to timing considerations and for the sake of efficiencies. Summary report to be prepared following meetings.*
- d. Revised LUP Amendment(s) drafts (including drafts incorporating CCC staff comments and public outreach comments) and relevant staff reports as presented to the City's Coastal Advisory Committee and/or City Council.*
- e. Locally adopted LUP Amendment(s) submitted to the Coastal Commission*

The City will make the information publicly available by publishing it on the City's LCP webpage.

EXHIBIT A**C. SCHEDULE**

Proposed Start / End Dates: July 2024-December 2026

Task 1. Sand Source Investigation	10/31/2024 - 5/31/2026
1.1 Receiver Site Characterization	10/31/2024 - 2/28/2025
1.2 Evaluation of Existing Information and Plan Formulation	10/31/2024 - 3/31/2025
1.3 Marine Geophysical Survey	1/31/2025 - 6/30/2025
1.4 Sediment Sampling	7/31/2025- 4/30/2026
1.5 Preparation of Draft and Final Report	11/30/2025 - 5/31/2026
Outcome/Deliverables: <ul style="list-style-type: none"> a. Memorandum: Receiver site characterization methods and results (Task 1.1) b. Report: Evaluation of existing information and plan formulation (Task 1.2) c. Report: Marine geophysical survey Receiver methods and results (Task 1.3) d. Sampling and Analysis Plan (Task 1.4) e. Draft Report: Sediment sampling program methods and results (Task 1.5) f. Final Report: Sediment sampling program methods and results (Task 1.5) 	<ul style="list-style-type: none"> a. 3/31/2025 b. 5/31/2025 c. 6/30/2025 d. 4/30/2026 e. 5/31/2026 f. 6/30/2026
Task 2. Implementation Plan	8/31/2024 - 12/31/2025
2.1 Coordination with CCC staff	8/31/2024 - 12/31/2025
2.2 Public Outreach & Engagement	1/31/2025 - 5/31/2025
2.3 Parking and TDM Study	8/31/2024 - 12/31/2024
2.4 Coastal Bluff/Canyon Geologic Analysis	8/31/2024 - 1/31/2025
2.5 Revise Draft Implementation Plan, Local Adoption, and CCC Submittal	8/31/2024 - 1/31/2026
Outcome/Deliverables <ul style="list-style-type: none"> a. Downtown and Coastal Parking and Transportation Demand Management Study b. Coastal Bluff and Coastal Canyon Geologic Analysis and Recommendations c. Public Review Draft Implementation Plan d. Draft LUP Amendment(s) e. Public outreach meetings summary report f. Revised IP and LUP Amendment(s) drafts g. Locally adopted IP and potential LUP Amendment(s) submitted to CCC 	<ul style="list-style-type: none"> a. 2/28/2025 b. 4/30/2025 c. 5/31/2025 d. 5/31/2025 e. 6/30/2025 f. 7/31/2025 g. 12/31/2025
Task 3. Targeted LUP Amendment(s)	8/30/2024 - 12/31/2026
3.1 Coordination with CCC staff	8/30/2024 - 12/31/2026

EXHIBIT A

3.2 Coordination with Task 1 Team	10/31/2024 - 5/31/2026
3.3 Public Outreach & Engagement	4/30/2026 - 6/30/2026
3.4 Targeted Land Use Plan Amendment, Local Adoption, and CCC Submittal	7/31/2026 - 12/31/2026
Outcome/Deliverables	
a. Draft LUP Amendment(s)	a. 6/30/2026
b. Minimum of four meetings/year between City staff, Coastal staff, and consultant	b. 2025/2026
c. Public outreach meetings summary report	c. 7/31/2026
d. Revised LUP Amendment(s) drafts	d. 8/31/2026
e. Locally adopted LUP Amendment(s) submitted to CCC	e. 12/31/2026

D. BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Task 1: Sand Source Investigation Kickoff	October 1, 2024
Receiver Site Characterization	February 28, 2025
Evaluation of Existing Information and Plan Formulation	March 30, 2025
Marine Geophysical Survey	June 30, 2025
Sediment Sampling (Offshore and Landside – Unfunded by CCC)	April 30, 2026
Final Report	May 31, 2026
Task 2: Implementation Plan	
Parking and TDM Study	February 28, 2025
Coastal Bluff/Canyon Geologic Analysis	April 30, 2025
Public Review Draft Implementation Plan	May 31, 2025
Submit Implementation Plan to CCC	December 31, 2025
Task 3: Targeted LUP Amendment(s)	
Public Review Draft LUP	June 30, 2026
Submit LUP Amendment to CCC	December 31, 2026

EXHIBIT A1

DEFINITIONS

1. The term “Agreement”; this Grant Agreement.
2. The term “Budget Act”; the annual enacted version of the Budget Bill which makes appropriations for the support of the government of the State of California.
3. The term “Chief Deputy Director”; the Chief Deputy Director of the Commission.
4. The terms “Commission” or “Coastal Commission” and the acronym “CCC” all refer to the California Coastal Commission.
5. The term “Executive Director”; the Executive Director of the Commission.
6. The term “Grant” or “Grant Funds”; in the case of LCP grants, the money provided by the California Climate Investments program or, in the case of Public Education grants, sales and renewals of the WHALE TAIL[®] Specialty License Plate, or California’s Voluntary Tax Check-Off Program, or General Fund/Local Assistance, and administered by the Coastal Commission to the Grantee pursuant to this Agreement.
7. The term “Grant Manager”; the representative of the Commission with authorization per the Executive Director to administer and provide oversight of the Grant.
8. The term "Grantee"; an applicant who has a signed agreement for Grant Funds.
9. The term "Project"; the activity described under the Scope of Work, attached as EXHIBIT A, to be accomplished with Grant Funds.
10. The term “Project Budget”; the Commission approved cost estimate submitted to the Commission’s Grant Manager for the Project. The Project Budget shall describe all labor and material costs of completing each component of the Project. The Project Budget shall contain itemized amounts permissible for each item or task described in the Scope of Work. The Project Budget must include the set administrative and indirect costs agreed upon by the Parties if applicable.
11. The term “Public Agency”; any State of California department or agency, a county, city, public district or public agency formed under California law.
12. The term “Scope of Work” refers to EXHIBIT A, including the approved Project Description, Tasks, and Schedules.
13. The term “Termination Date”; the date by which all activity for the project must be concluded, as specified in the signature page of this Agreement. Work performed after this date cannot be reimbursed

EXHIBIT A2

PARKING AND TRANSPORTATION DEMAND MANAGEMENT ANALYSIS AND POLICY DEVELOPMENT FOR LOCAL COASTAL PROGRAM

A. Introduction

The City of San Clemente does not have a Parking Management Plan and has not significantly modified our parking standards within our zoning code since 1996. Our more recent General Plan (2014, amended 2016) and Coastal Land Use Plan (2018) recognize the importance of multi-modal transportation. The City of San Clemente is still predominately auto-dependent, but there has been a steady increase in the mobility mix and increasing demands of street space. A parking management plan would help the City navigate our next best steps in managing existing parking resources within the broader context of multi-modal accessibility in the City. Over the past decade, the City has invested resources in expanding mobility opportunities in a variety of ways: developing a pedestrian beach trail which links between Metrolink stations; partnering with OCTA to provide seasonal trolleys for public transit; partnering with Lyft to provide subsidized rides near former bus stops; and extending a class 4 bike lane along El Camino Real / PCH towards our neighboring City of Dana Point. The City seeks grant funding support to analyze its parking ratios, study seasonal shifts in availability of public parking, and develop policies and standards that can be incorporated into the draft LCP that will promote accessibility to visitor serving commercial and recreational amenities while limiting impacts on residential communities.

B. Project Objectives

Provide the City with professional consulting services related to the preparation of a citywide parking study and analysis, with a focus on commercial, coastal, and visitor serving areas. This study will be used in conjunction with best available parking demand by use data to refine the City's parking ratios established within the zoning code and draft Implementation Plan of the LCP. Similarly, the project should result in parking alternatives that can be considered for incorporation into the Zoning Code and IP – such as an in-lieu fee program and substitutionary means of addressing some required parking by alternate means (such as on-site bicycle parking). The contract will be valid for a two-year duration for up to \$250,000. As the Scope of Work is identified and refined by the City and Coastal Commission, the City will request proposals from responsive consultant(s) providing requested scope of work, qualifications, and fees.

C. Scope Of Work

The following tasks would provide the data necessary to establish recommendations related to potential changes within the City's Zoning Ordinance and draft IP:

- Survey of residents and the business community assessing parking and mobility needs and preferences
- Review of current required parking ratios within the City's Zoning Code and comparison against best available information; potential sources include ULI and ITE

EXHIBIT A2

- Review of parking management plans and policies from comparable coastal communities
- Discussion with Coastal Commission staff regarding parking alternatives and management strategies
- Parking study with occupancy counts to assess daily capacity during peak summer months – focusing on visitor serving commercial and coastal areas
- Fee analysis for an in-lieu parking fee
- Operations analysis of the San Clemente Trolley (in partnership with OCTA)
- Review of multi-modal transportation alternatives, including the trolley, bikes, NEV's, pedestrian improvements, and emerging technologies
- Review of public parking lot management strategies and associated costs or revenues
- Consideration of expanding the City's program of leasing of private lots for public use or of developing a public parking structure

EXHIBIT A3

GEOTECHNICAL ANALYSIS AND POLICY DEVELOPMENT FOR LOCAL COASTAL PROGRAM

A. Introduction

The City of San Clemente is seeking grant funding to hire a consultant to assist with geotechnical analysis and policy development for the pending Local Coastal Program (LCP). The selected consultant will work closely with the City's Planning Division staff on a review of past blufftop development projects permitted by the City and Coastal Commission, review of topographic maps and aerial imagery, and development of policies for the pending LCP Implementation Plan and Coastal Land Use Plan update.

B. Project Objectives

Provide the City with as-needed geotechnical and related professional services through the completion of the pending LCP update. The contract will be valid for a two-year duration for up to \$100,000. It will be advertised to consultants as an as needed contract, and therefore, there is no guaranteed workload. As the Scope of Work is identified and refined by the City and Coastal Commission, the City will request letter proposals from responsive consultant(s) providing requested scope of work, qualifications, and fees.

C. Scope Of Work

The City anticipates the need for the following types of work and associated deliverables:

- Review and report on up to ten (10) past permitted housing development projects, commercial development project, and public works projects adjacent to or extending down coastal bluffs and canyons. Analysis of consistency of applied site development standards, common site constraints, common future assumptions, geotechnical review standards, and recommendations for future development project review standards.
- Review and report on topographic and geologic maps and aerial imagery citywide, with description of prevalent terrestrial formations, soil conditions, and past erosion rates.
- Analysis of current bluff morphology and potential future erosion rates, including LIDAR survey to be completed in coordination with County of Orange mapping staff, for use in mapping and policy development rather than specific development project review.
- Review of 2022 NOAA SLR Technical Report and pending State of California and Coastal Commission SLR guidance applicable to San Clemente shoreline and bluffs.
- Review of policies within pending LCP Implementation Plan and Coastal Land Use Plan update. Review of suggested edits by City staff and leadership, Coastal Commission staff, and public comments. Development of consultant-suggested LCP policies and redline edits to policy language.
- Development of process (potentially including checklist and application) for City/geotechnical consultant review of future development projects adjacent to or extending down coastal bluffs and canyons.

EXHIBIT A4

DEDICATED CITY STAFF WORK ON LOCAL COASTAL PROGRAM

A. Introduction

The City has been progressively working towards adoption of an LCP. Both Planning Commission and our City Council have highlighted the importance of finalizing the draft Implementation Plan, and the Planning division has included this as a Strategic Implementation Program (SIP) priority for the next year and a half. However, staff are constantly challenged with consistent forward momentum due to the blended demands of staff time. The Planning Division currently has two staff planners focused on long range planning. While this includes the LCP work, it also includes multiple other long range tasks, such as multiple programs of the Housing Element implementation, historic preservation, and sustainability initiatives. In addition, our long range planning staff are also required to assist in some current planning activities such as plan checking and some entitlement processing. The City seeks grant funding to offset the current planning responsibilities so that our Lead Project Planner can focus more directly on the LCP work, with greater support from the Senior Planner, City Planner, and Community Development Director.

B. Project Objectives

The City seeks grant funding at the Lead Project Planner's employment costs for two years. This position is currently staffed by Christopher Wright who has extensive knowledge of the City's work on the LCP. The funds would allow the Planning Division to increase contract staffing to manage the current planning tasks that distract from consistent dedicated time to the LCP by the Lead Project Planner and Senior Planner. The City desires to complete a draft Implementation Plan for City Council and Coastal Commission prior to the end of FY 2025, so the requested grant amount is two years of equivalent employment costs of \$305,000. The City will supplement this work with other paid planning staff time and is not requesting reimbursement for the time the Senior Planner, City Planner, and Community Development Director spend supporting the LCP work, which is estimated at \$200,000 (match) over the extended grant period. The City will also use this LCP planning process, grant support, and year and a half to two years of time to review planning department processes, staff functions, and funding mechanisms which will be required to support implementation of the LCP once certified. The Lead Project Planner has completed several zoning code amendments that streamlined City processes and enabled staff to process development permit applications more efficiently, which will be important once the City has CDP processing responsibility.

C. Scope of Work

If awarded, the City would increase its contract planning staffing services to alleviate current planning responsibilities from its Lead Project Planner and Senior Planner and direct those staff members to prioritize their time and work on the LCP.

EXHIBIT A5

RESOLUTION NO. 24-50

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, AUTHORIZING SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA COASTAL COMMISSION FOR A LOCAL COASTAL PROGRAM GRANT TO SUPPORT IMPLEMENTATION OF THE CITY'S COASTAL RESILIENCY PLAN AND LOCAL COASTAL PROGRAM

WHEREAS, on April 24, 2014, the City of San Clemente received a grant of \$90,000 for the City to re-initiate efforts toward certification of an Local Coastal Program (LCP); and

WHEREAS, on February 2, 2016, the City Council approved an update to the City's Coastal Land Use Plan which was submitted to the California Coastal Commission (CCC), approved with suggested modifications by the CCC on February 8, 2018, approved by the City Council on June 12, 2018 and certified by the CCC on August 10, 2018; and

WHEREAS, on January 3, 2017, the City of San Clemente received a second grant of \$135,000 from the CCC for the City to continue efforts to develop a LCP and prepare a Sea Level Rise Vulnerability Assessment; and

WHEREAS, the City completed its Sea Level Rise Vulnerability Assessment in 2019 and continued to make progress on its certified LCP efforts; and

WHEREAS, in January 2019, the City was awarded a third CCC grant in the amount of \$75,000 to assist the City in preparing a Coastal Resiliency Plan and continue efforts to develop the LCP Implementation Plan (IP); and

WHEREAS, in December 2021, the City completed the Coastal Resiliency Plan and conducted a public hearing before the City Council on December 7, 2021 and has made substantial progress on the Draft IP; and

WHEREAS, in March 2022, the City was awarded a fourth CCC grant in the amount of \$570,000 to assist the City in preparing a Nature Based Coastal Resiliency Feasibility Study and continue efforts to develop the IP; and

WHEREAS, on February 20, 2024, the City Council reviewed a draft of the Nature Based Coastal Resiliency Feasibility Study and directed staff to continue work on that planning effort, re-initiate the Sand Compatibility and Opportunistic Use Program (SCOUP), and bolster regional coastal resiliency projects and planning efforts with the County of Orange, OCTA, and SANDAG; and

WHEREAS, the CCC has announced a rolling grant program to support local government coastal resiliency efforts. Funding is provided by the Budget Act of 2021, which appropriates \$31 million to the CCC to provide grants to local governments for

EXHIBIT A5

Resolution No. 24-50

Page 2

projects that are designed to assist local governments in assessing impacts and planning for coastal resiliency; and

WHEREAS, the City desires to implement recommendations contained in the 2021 Coastal Resiliency Plan and continue related planning efforts that could be assisted by CCC grant funding available for a grant term through May 2026; and

WHEREAS, the City of San Clemente has a certified Land Use Plan that was comprehensively updated in 2018 and the City released a public review Draft IP in early 2022, which requires further updates and analysis prior to being submitted to the CCC, and

WHEREAS, the City of San Clemente has made significant progress toward LCP certification by the CCC, which will result in the City assuming permit issuing authority in the Coastal Zone, as provided under State law; and

WHEREAS, the City intends to submit an application for a CCC grant to be reviewed by June 2024, building on the successful efforts supported by four previous grants; and

WHEREAS, the City will also utilize in-kind staff and contractor time as a source of matching funds to increase the competitiveness of the City in the grant award process; and

WHEREAS, the City of San Clemente does not yet have an effectively certified LCP; and

WHEREAS, the City of San Clemente desires to pursue a project that would result in the completion and submittal for certification by the CCC of an Amendment to the LCP; and

WHEREAS, the City of San Clemente commits to and agrees to fully support a planning effort intended to complete a certified LCP pursuant to the provisions of the California Coastal Act, with full public participation and coordination with the CCC staff.

NOW, THEREFORE, the City Council of the City of San Clemente does hereby resolve as follows:

Section 1. City staff is authorized and directed to submit a grant application package to the CCC to provide financial and planning assistance, under authority of the California Coastal Act, in the amount of up to \$1,455,000 to fund the projects more particularly described in the grant application package.

Section 2. The City Manager or his designee is authorized and directed to execute, in the name of the City of San Clemente, all necessary applications, contracts and grant agreements and amendments thereto and to take such other and further actions and execute such other documents as may be necessary and proper to apply for the grant from the CCC or accomplish the purposes of this Resolution.

EXHIBIT A5

Resolution No. 24-50

Page 3

Section 3. The Mayor of the City of San Clemente shall sign this Resolution and the City Clerk shall attest and certify to the passage and adoption of this Resolution and it shall become effective at the time(s) specified above and in accordance with applicable law.

Section 4. 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 this 16th day of April, 2024.

ATTEST:



City Clerk of the City of
San Clemente, California



Mayor of the City of San
Clemente, California

EXHIBIT A5

Resolution No. 24-50

Page 4

STATE OF CALIFORNIA)
COUNTY OF ORANGE) §
CITY OF SAN CLEMENTE)

I, LAURA CAMPAGNOLO, City Clerk of the City of San Clemente, California, do hereby certify that Resolution No. 24-50 was adopted at a regular meeting of the City Council of the City of San Clemente held on the 16th day of April, 2024, by the following vote:

AYES: DUNCAN, ENMEIER, KNOBLOCK, LOEFFLER, MAYOR CABRAL

NOES: NONE

ABSENT: NONE

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Clemente, California, this 24th day of April, 2024.



CITY CLERK of the City of
San Clemente, California

Approved as to form:



Elizabeth A. Mitchell, City Attorney

EXHIBIT B**BUDGET**

<i>City of San Clemente</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
LABOR COSTS¹			
City Staff Labor			
Task 1 – Sand Source Investigation	\$0	\$20,000	\$20,000
Task 2 – Implementation Plan	\$305,000	\$200,000	\$505,000
Task 3 – Targeted LUP Amendment(s)	\$45,000	\$20,000	\$65,000
Total Labor Costs	\$350,000	\$240,000	\$590,000
DIRECT COSTS			
City Staff Project Supplies			
A			
B, etc.			
Total			
City Staff Travel In State²			
Mileage			
Hotel, etc.			
Total			
Consultants³/Partners			
Consultant – TBD			
Task 1 – Sand Source Investigation	\$800,000		\$800,000
Consultant A – Coastal Frontiers			
Task 2 – LCP Amendment(s)	\$350,000		\$350,000
Consultant B – Geologic Stability	Consultant TBD		
Consultant C – Parking and TDM	Consultant TBD		
Consultants Total	\$1,150,000		\$1,150,000
Total Direct Costs	\$1,150,000		\$1,150,000
OVERHEAD/INDIRECT COSTS⁴			
Total County/City Staff Overhead/Indirect Costs			
TOTAL PROJECT COST	\$1,500,000	\$240,000	\$1,740,000

¹ Amount requested should include total for salary and benefits.

² Travel reimbursement rates are the same as similarly situated state employees.

³ All consultants must be selected pursuant to a bidding and procurement process that complies with all applicable laws.

⁴ Indirect costs include, for example, a pro rata share of rent, utilities, and salaries for certain positions indirectly supporting the proposed project but not directly staffing it. Amount requested for indirect costs should be capped at 10% of amount requested for "Total Labor."

EXHIBIT B

1. Supplementary Information / Attachments:

- A. Parking and Transportation Demand Management Analysis and Policy Development for Local Coastal Program
- B. Geotechnical Analysis and Policy Development for Local Coastal Program
- C. Dedicated City Staff Work on Local Coastal Program

2. Resolution from the Applicant's Governing Body.

EXHIBIT B1

BUDGET DETAIL AND PAYMENT PROVISIONS
(Local Coastal Programs)

1. **Request for Funds**

- A. For performance of activities satisfactorily rendered during the term of this Agreement (as specified in EXHIBITS A and B), and upon receipt and approval of the Request for Funds Form described below (also referred to as the “RFF Form”), the Commission agrees to reimburse Grantee for actual expenditures incurred in accordance with the rates specified herein or attached hereto.
- B. Grantee shall submit each RFF form no more frequently than monthly (except as requested by the Commission) but no less frequently than quarterly (assuming activity occurred within that quarter) in arrears via email (preferred method) to your LCP grant coordinator or mailed in triplicate to:

California Coastal Commission Attn: Shahar Amitay Coastal Program Analyst II 301 E Ocean Blvd, Suite 300 Long Beach, CA 90802	California Coastal Commission Attn: Jasmine Han Associate Governmental Program Analyst 301 E Ocean Blvd, Suite 300 Long Beach, CA 90802
---	---

- C. Each RFF form shall contain the following information:
1. Grantee’s name and address as shown in this Agreement.
 2. Invoice number and date of the RFF
 3. Time period covered by the RFF form during which work was actually done.
 4. Agreement number as shown on this Agreement.
 5. Original or digital signature of the Grantee, specifically the Project Representative, as identified in EXHIBIT A.
 6. Itemized costs by tasks and source of funds as listed in the Scope of Work for the billing period in the same or greater level of detail as indicated in the Project Budget (see EXHIBIT B), with supporting documentation. Only those costs and/or cost categories expressly identified in this Agreement may be reimbursed.
 7. Remaining balance listed by task number from the Scope of Work including the cumulative expenditures to date, the expenditures during the reporting period, and the unexpended balance of funds under this Agreement.
 8. The total amount of all other funds, including matching funds, under the Grantee Matching Funds section of the RFF.

EXHIBIT B1

- D. Attached to the RFF form, the Grantee shall submit a supporting progress report summarizing the work that was completed during the invoice period and the current status of the work for which disbursement is sought, including work by any consultant, and comparing it to the status required by the Scope of Work (budget, timeline, tasks, etc.). Progress reports must be submitted no less frequently than on a quarterly basis, even if an RFF is not submitted.
- E. Notwithstanding the foregoing, the Grant Manager of the Commission may request, and the Grantee shall provide, receipts or other source documents for any other direct expenditure or cost as described in the RFF form, as and when necessary to resolve any issue concerning reimbursement.
- F. The Grantee's failure to fully execute and submit a RFF form, including attachment of supporting documents, may relieve the Commission of its obligation to disburse funds to the Grantee unless and until the Grantee corrects all deficiencies.
- G. Any RFF form that is submitted without the required itemization and documentation will be considered "disputed" and will not be authorized. If the RFF form package is incomplete, inadequate or inaccurate, the Commission will inform the Grantee and will withhold payment until all required information is received or corrected. In the case of non-compliance, the Commission will issue a formal Invoice Dispute Notification [STD (209)] and take necessary action in resolving any disputed matter(s). Any penalties imposed on the Grantee by a consultant, or other consequence, because of delays in payment will be paid by the Grantee and is not reimbursable under this Agreement.
- H. Grant Funds in this award have a limited period in which they must be expended. Grantee expenditures funded by the Commission must occur within the term of the Grant Agreement and before the Termination Date.
- I. The Grantee shall expend Grant Funds in the manner described in the Scope of Work and Project Budget approved by the State. Expenditure on items contained in the approved Project Budget may vary by as much as ten percent with prior approval by the Commission Grant Manager, provided the grantee first submits a revised Project Budget for the purpose of amending the Project Budget. In any event, the total amount of the Grant Funds may not be increased, except by written amendment to this agreement and only if approved by the Commission.

2. **Budget Contingency Clause**

- A. It is mutually agreed that if the final Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the Grant Program, this Agreement shall be of no further force and

EXHIBIT B1

effect, and the Commission shall have no liability to pay any funds whatsoever to Grantee or to furnish any other consideration under this Agreement and Grantee shall not be obligated to continue performance under the provisions of this Agreement.

- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this Grant Program, the Commission shall have the option at its sole discretion to either cancel this Agreement with no liability accruing to the Commission or enter into an agreement amendment with Grantee to reflect the reduced amount.

3. **Prompt Payment Clause**

Payment will be made no later than 45 days following receipt of properly submitted, undisputed invoices except as otherwise set forth in, and in each case in accordance with, the California Prompt Payment Act, Government Code section 927, et seq.