

EXHIBIT A

SCOPE OF WORK

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 National City |
| Name: Kelsey Ducklow ("Grant Manager") | Name: Martin Reeder ("Planning Manager") |
| Address: 455 Market St. Suite 300 San Francisco, CA 94105 | Address: 1243 National City Boulevard, National City, CA 91950 |
| Phone: (415) 904-2335 | Phone: (619) 336-4313 |
| Fax: (415) 904-5400 | Fax: N/A |
| Email: kelsey.ducklow@coastal.ca.gov | Email: mreeder@nationalcityca.gov |

3. Primary project contact:

| | |
|---|---|
| State Agency: California Coastal Commission | Grantee: City of National City |
| Section/Unit: | Section/Unit: Planning |
| Name: Mary Matella ("LCP Grant Coordinator") | Name: Martin Reeder ("Planning Manager") |
| Address: 455 Market St. Suite 300 San Francisco, CA 94105 | Address: 1243 National City Boulevard, National City, CA 91950 |
| Phone: (415) 904-6093 | Phone: (619) 336-4313 |
| Fax: (415) 904-5400 | Fax: N/A |
| Email: mary.matella@coastal.ca.gov | Email: mreeder@nationalcityca.gov |

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SCOPE OF WORK

Name of Local Government: City of National City

Name of Project: National City Targeted Local Coastal Program Amendment

Funding Source: General Fund

Specific Program: Local Coastal Program Local Assistance Grant Program

Federal Tax ID#: 95-6000749

Budget Summary:

| | |
|-----------------------|------------|
| CCC funding: | \$100,000 |
| <u>Other funding:</u> | <u>\$0</u> |
| Total project cost: | \$100,000 |

Term of Project: 01/01/2023 (or grant agreement execution date) – 12/31/2024

A. PROJECT DESCRIPTION

The project includes targeted amendments to the Local Coastal Program (LCP) to update General Plan and Zoning Code references, strengthen coastal resilience, and lay the groundwork for a comprehensive LCP update. The scope of work includes Local Coastal Program Amendments (LCPA) to the LCP Land Use Plan (LUP) and Implementation Plan (IP). The LCP LUP was originally certified by the Coastal Commission in 1988 and the IP was first certified in 1990; both were last amended in 1997. The coastal zone of National City is controlled by three separate agencies: the San Diego Unified Port District, the United States Navy, and the City of National City. The land controlled by the Port District is identified in the Port Master Plan, which is currently being updated. Federal lands under the jurisdiction of the US Navy are under the jurisdiction of the Federal Coastal Zone Management Act.

While the City's certified LCP is aging, the City along with its neighboring jurisdictions have undertaken extensive planning and resiliency initiatives over the last decade. As such, the focus of the proposed targeted LCPA is to update the descriptions of, and internal references to, the most current City General Plan and Zoning Code, and Port Master Plan.

The proposed LCPA would also address coastal resilience and environmental justice by incorporating resilience and environmental justice policies within the adopted General Plan Health and Environmental Justice Element with updates currently being developed as a part of a Focused General Plan Update. National City has experienced a history of environmental justice issues due to land use decisions that have placed industrial uses adjacent to residential

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neighborhoods for decades. All census tracts within National City are within the 56th to 85th percentiles of the CalEnviroScreen 4.0 index, indicating a significant pollution burden and vulnerability throughout the city. The western area of National City qualifies as both an SB 535 disadvantaged community and AB 1550 low-income community.

In addition, the proposed LCPA scope of work includes an assessment of the relevant past and current work efforts to identify resources that could contribute to a future comprehensive LCP update, as well as to identify any gaps. The identified gaps could form the basis for what would need to be addressed in a future scope of work. With this grant funding the City will prepare an LCP amendment that provides immediate implementation benefits while also laying the groundwork for a comprehensive LCP update.

B. TASKS

This section details the tasks and deliverables that will result in the successful completion of the Local Coastal Program Amendment (LCPA) grant scope of work. Tasks to be accomplished by the City may also include work done by the City's consultants on behalf of City staff.

Task 1 Project Management

The City will work closely and collaboratively with California Coastal Commission (CCC) staff through regular meetings and communications, and prepare meeting agendas and notes for meetings as needed. Staff will prepare invoicing and reporting in accordance with grant specifications. Staff will secure consultants to assist staff with development of the LCPA, coordination with CCC staff, and public outreach.

Subtasks:

- 1.1 Project Kick-Off Meeting
Following the award, a kick-off meeting will be held with CCC staff to discuss grant procedures and project expectations, including the project schedule, invoicing, reporting and other relevant information. The City will produce notes summarizing the meeting.
- 1.2 Work Plan
Secure consultant services and approve a consultant work plan
- 1.3 Project Management
Conduct ongoing project management including communications, invoicing and reporting

Deliverables:

- a. Kick-off meeting agenda and meeting notes
- b. Ongoing project management (invoicing, reporting, etc.)

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Task 2 Research and Document Review

Review completed and in-process technical, environmental, and planning studies addressing climate change, sea level rise, and coastal resiliency in National City and surrounding areas. Assess relevance of existing available work to National City and identify technical study gaps needed to prepare for sea level rise and increase coastal resiliency, as well as to improve coastal access and achieve other Coastal Act goals. Determine components of past work suitable for incorporation by reference into the LCP as a part of the proposed LCPA project and identify gaps that would need to be addressed in a future work program.

Subtasks:

2.1 Policy Review

Review the City's Focused General Plan Update, Zoning Code, and Climate Action Plan, and the Port District Port Master Plan and draft Port Master Plan Update to determine what policies and measures should be directly incorporated into the LCP to further coastal resilience and address environmental justice. Prepare a crosswalk showing existing and proposed LCP policies and code sections.

2.2 Technical Document Review

Compile a list of available and relevant technical studies, with short descriptions of content that could be relevant to a comprehensive LCP update. Compare available resources to the resources that other jurisdictions have used for successful LCP updates and assess completeness using the CCC Sea Level Rise Policy Guidance document and other relevant CCC guidance. Identify potential gaps in technical studies that would need to be included in a future scope of work.

Deliverables:

- a. Crosswalk of existing and proposed LCP policies and code sections
- b. Annotated list of current technical studies
- c. Technical Studies Memo to identify gaps in knowledge that could be addressed in a comprehensive LCP update scope of work

Task 3 Targeted LCP Amendments

Prepare track-changes drafts of the LCPA which will include LCP Land Use Plan (LUP) and Implementation Plan (IP) amendments. The proposed amendments will: update and correct internal General Plan and Zoning Code references, include environmental justice and climate change mitigation and resiliency policies drawn from the adopted General Plan Health and Environmental Justice Element, as well as the General Plan Safety Element update and Climate Action Plan update currently underway. The LCPA will also include an updated base map. Additional coastal resiliency, environmental justice, and climate change mitigation and

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resiliency baseline policies will be developed if needed, including at a minimum baseline sea level rise policies of the type described by the [Local Government Sea Level Rise Working Group](#), with the expectation that coastal resiliency would be addressed in greater depth as a part of a future anticipated comprehensive LCP update.

Respect the time already spent by the general public and stakeholders on other ongoing planning efforts, including the Focused General Plan Update and the Port Master Plan Update, by acknowledging and summarizing that input. Conduct additional public outreach in a manner consistent with the *CCC Environmental Justice Policy*, and coordinate with CCC staff throughout the process.

Subtasks:

- 3.1 Working Draft LCPA LUP Sections
Prepare components of the draft LCPA LUP in consultation with Coastal Commission staff. Incorporate a new base map showing Coastal Zone boundaries and surrounding jurisdictions.
- 3.2 Working Draft LCPA IP Sections
Prepare components of the draft LCPA IP in consultation with Coastal Commission staff. IP amendments will include updated references to Zoning Code sections and General Plan policies.
- 3.3 Public Review Draft LCPA
Prepare and distribute a Public Review Draft LCPA for public and Coastal Commission staff review for a minimum 6-week period.
- 3.4 Public Outreach
Respect previous outreach efforts by acknowledging and building upon public outreach done for other recent planning programs. Conduct at least two public meetings (in person or virtual to be determined), provide additional online public input opportunities, and post materials to the City's webpage. Proactively engage local stakeholders that have expressed interest in climate resiliency and environmental justice, stakeholders from disadvantaged and low-income communities, and California Native American Tribes.
- 3.5 Revised Public Review Draft LCPA
Prepare edits as needed to the Public Review Draft LCPA that responds to public input and Coastal Commission staff comments as feasible.

Deliverables:

- a. Working Draft LCPA LUP Sections
- b. Working Draft LCPA IP Sections

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- c. Public Review Draft LCPA
- d. Public Outreach Meeting Materials and Documentation for Two Public Meetings and Screen Print of Website Content
- e. Revised Public Review Draft LCPA

Task 4 LCP Amendments Adoption and CCC Submittal

- 4.1 Staff Reports
Prepare staff reports for Planning Commission and City Council, which include summaries of public outreach and outcomes, and responses to CCC comments.
- 4.2 City Council Hearings
Prepare hearing notices and hold public hearings before the Planning Commission and City Council for review and approval of the LCPA.
- 4.3 Submittal Package
Prepare the submittal package and submit the adopted LCPA to the CCC for certification.

Deliverables:

- a. Staff Reports to Planning Commission and City Council
- b. Adopted LCPA
- c. LCPA Submittal (City Council-approved LCPA, Ordinance and Resolution, meeting minutes, and public comments)

C. SCHEDULE

Project start/end dates:

| | |
|--|--|
| Task 1. Project Management | Jan 1, 2023 (or grant agreement execution date) – Dec. 31, 2024 |
| 1.1 Project Kick-Off Meeting | January 2023 |
| 1.2 Consultant Work Plan | January 2023 |
| 1.3 Ongoing project management | Ongoing |
| Outcome/Deliverables: a. Kick-off Meeting b. Ongoing project management (invoices, progress reports, etc.) | a. December 19, 2022 b. Ongoing |
| Task 2. Research and Document Review | Jan 1, 2023 (or grant agreement execution date) -- September 29, 2023 |
| 2.1 Policy Review | January - March 2023 |
| 2.2 Technical Document Review | April - September 2023 |
| Outcome/Deliverables a. Crosswalk of existing and proposed | a. March 31, 2023 b. August 31, 2023 |

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| <ul style="list-style-type: none"> policies and code sections b. Annotated list of studies c. Technical Studies Memo | c. September 29, 2023 |
| Task 3. Targeted LCP Amendments | Jan. 1, 2023 (or grant agreement execution date) -- May 30, 2024 |
| 3.1 Working Draft LCPA Land Use Plan Sections | May 30, 2023 |
| 3.2 Working Draft LCPA Implementation Plan Sections | July 30, 2023 |
| 3.3 Public Review Draft LCPA | November 13, 2023 (six-week minimum public review) |
| 3.4 Public Outreach | January 2023- December 2024 |
| 3.5 Revised Public Review Draft LCPA | May 30, 2024 (six-week minimum public review) |
| Outcome/Deliverables <ul style="list-style-type: none"> a. Working Draft LCPA LUP Sections b. Working Draft LCPA IP Sections c. Public Review Draft LCPA d. Public Outreach Materials e. Revised Public Review Draft LCPA | <ul style="list-style-type: none"> a. May 30, 2023 b. July 30, 2023 c. November 30, 2023 d. May 30, 2024 e. May 30, 2024 |
| Task 4. LCP Amendments Adoption and CCC Submittal | Start June 2024; End December 2024 |
| 4.1 Prepare staff reports | a. June-Sept. 2024 |
| 4.2 Hold public hearings and adopt LCPA | b. Sept-November 2024 |
| 4.3 Submit adopted LCPA to CCC | December 2024 |
| Outcome/Deliverables <ul style="list-style-type: none"> a. Staff Reports to Planning Commission and City Council b. Adopted LCPA c. LCPA Submittal to CCC | <ul style="list-style-type: none"> a. Aug. 30, 2024 to PC; Sept. 30, 2024 to CC b. Sept. 28 PC Recommendation; Nov. 10, 2024 City Council adoption c. December 14, 2024 |

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D. BENCHMARK SCHEDULE

| ACTIVITY | COMPLETION DATE |
|---|--|
| Work Plan | January 31, 2023 |
| Technical Studies Memo | September 29, 2023 |
| LCPA Public Review Draft | November 13, 2023 |
| LCPA Revised Public Review Draft | May 30, 2024 |
| Public Outreach | Ongoing, with materials submitted May 30, 2024 |
| City Council Hearing to Adopt LCPA | November 10, 2024 |
| Coastal Commission LCPA Submittal Package | December 14, 2024 |

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 B

BUDGET

| <i>Jurisdiction Name</i> | <i>CCC Grant Total</i> | <i>Match/Other Funds</i> | <i>Total (LCP Grant Funds + Match/Other Funds)</i> |
|--|------------------------|--------------------------|--|
| LABOR COSTS¹ | | | |
| County/City Staff Labor | | | |
| Task 1 – Task name | | | |
| Total Labor Costs | | | \$0 |
| DIRECT COSTS | | | |
| County/City Staff Project Supplies | | | |
| A | | | |
| B, etc. | | | |
| Total | | | \$0 |
| County/City Staff Travel in State² | | | |
| Mileage | | | |
| Hotel, etc. | | | |
| Total | | | \$0 |
| Consultants³/Partners | | | |
| Consultant | | | |
| Task 1 – Project Management | \$7,000 | | \$7,000 |
| Task 2 – Research and Document Review | \$23,000 | | \$23,000 |
| Task 3 – Targeted LCPA | \$60,000 | | \$60,000 |
| Task 4 – LCPA Adoption and Submittal | \$10,000 | | \$10,000 |
| Consultants Total | \$100,000 | | \$100,000 |
| Total Direct Costs | \$100,000 | | \$100,000 |
| OVERHEAD/INDIRECT COSTS⁴ | | | |
| Total County/City Staff Overhead/Indirect Costs | | | |
| TOTAL PROJECT COST | \$100,000 | \$0 | \$100,000 |

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.”