

Exhibit B

SCOPE OF WORK

1. Grantee agrees to provide to the Commission project activities as described under the Scope of Work, attached hereto as Exhibit B.
2. The Project representatives during the term of this agreement will be:

State Agency: California Coastal Commission	Grantee: City of Arcata
Name: Madeline Cavaliere ("Grant Manager")	Name: Karen T. Diemer, City Manager
Address: 725 Front Street #300, Santa Cruz, CA 95060	Address: 736 F Street Arcata, CA 95521
Phone: (831) 427-4890	Phone: (707) 822-5953
Fax: (831) 427-4877	Fax:

3. Direct all inquiries to:

State Agency: California Coastal Commission	Grantee City of Arcata
Section/Unit: Statewide Planning	Section/Unit:
Name: Kelsey Ducklow ("LCP Grant Coordinator")	Name: David Loya Community Development Director
Address: 45 Fremont Street, Suite 2000 San Francisco, CA 94105-2219	Address: 736 F Street Arcata, CA 95521
Phone: (415) 904-52335	Phone: (707) 825-2045
Fax: (415) 904-5400	Fax:

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Project Work Plan, Schedule, and Budget

Name of Local Government: City of Arcata

Name of Project: Local Coastal Program Update

Federal Tax ID#: 94-2186507

Budget Summary:

CCC funding:	\$75,000
<u>Other funding:</u>	<u>\$75,330</u>
Total project cost:	\$150,330

Term of Project: 4/1/2019 or grant agreement execution date – 12/31/2020

A. PROJECT DESCRIPTION

The comprehensive update to the City of Arcata’s Local Coastal Plan (Plan) will include revisions to the Land Use Plan, an Element of the General Plan, and the Implementation Plan that address climate adaptation, social and economic justice, with an emphasis on planning for vulnerable communities. The policies will be updated to reflect the changing realities related to both the causes and effects of global climate change and will provide the framework to have a local impact on the global problem and a local response to the local impacts.

B. TASKS

Task 1. Public Engagement

The City is committed to broad public engagement. The Plan amendment will include, at a minimum, three engagement events outside of the legally required hearings necessary to adopt a general plan, zoning ordinance, and local coastal program update. These engagement events will include a workshop on future housing needs, a youth and parent event, and a community visioning workshop. The engagements will be oriented towards difficult to reach and vulnerable populations, will be held in community spaces instead of government buildings, and will be conducted at the organization level in addition to the normal public meeting outreach. The City will use a variety of means, including social media, to garner attention and engagement. The events will be co-created with partners who specialize in recreation, the sciences, and play. The intent is to ensure broad appeal and interest through a variety of soft engagement events.

Partners in this effort will include K-12 schools, the Discovery Museum, HSU natural history museum, the City of Arcata Environmental Services Department, Recreation Division, and others that specialize in learning through play. We intend to ensure access to non-English speakers by offering translation services and bilingual informational materials.

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Subtasks:

- 1.1 – Workshop on future housing needs
- 1.2 – Youth and parent engagement
- 1.3 – Community Visioning Workshop
- 1.4 – Planning Commission Meeting (1)
- 1.5 – City Council Meeting (2)

Outcome/Deliverables:

- Documentation of outreach events
- List of stakeholders

Task 2. Land Use Plan

The City, in conjunction with the consultant, will update policy to reflect all policy areas in the Coastal Act. We will also add a measured retreat policy around sea level rise, including adaptation planning for eventual conversion to aquatic habitats. Policies will also be developed for Coastal Visitor Serving areas, as well as updates to the current storm water policies. To address environmental equity, policies to protect vulnerable communities from gentrification, displacement, and economic pressures resulting from climate change will also be added to the Land Use Plan. The City will coordinate an iterative review and revision process with the Coastal Commission staff through this grant. The Land Use Plan update will be drafted, finalized, adopted, and submitted to the Coastal Commission for certification.

Subtasks:

- 2.1 – Meet with Coastal staff to review current draft plan
- 2.2 – Prepare revisions with staff and consultant
- 2.3 – Consultant revise plan
- 2.4 – Final review of revised plan
- 2.5 – Prepare final draft plan or local hearings, CEQA
- 2.6 – Submit to Coastal Commission

Outcome/Deliverables:

- Revised and updated final draft Land Use Plan
- Submittal of locally-adopted LUP to Coastal Commission

Task 3. Implementation Plan

The City will develop a Coastal Zoning Ordinance that reflects the new policy direction, including:

1. Identifying new development areas to shift built environment.
2. Developing policies and programs that encourage development in areas that are not vulnerable to sea level rise.
3. Developing climate smart programs, including green building, zero-net energy buildings, and alternative transportation, to reduce the impact of development on the environment both

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during construction and operational project lifecycle, in order to reduce greenhouse gas emissions.

4. Target rezoning to shift residential population over time away from areas potentially subject to future hazards due to climate change.

Public input will be considered when developing the standards and identifying the potential impacts of the Implementation Plan. The Implementation Plan will be drafted, finalized, adopted, and submitted to the Coastal Commission for certification.

Subtasks:

- 3.1 – Meet with Coastal staff to review current draft plan
- 3.2 – Prepare revisions with staff and consultant – CEQA
- 3.3 – Consultant revise plan
- 3.4 – Final review of revised plan
- 3.5 – Prepare final draft plan for local hearings, CEQA
- 3.6 – Submit to Coastal Commission

Outcome/Deliverables:

- Revised and final Implementation Plan and Coastal Zoning Ordinance
- Submittal of locally-adopted IP to Coastal Commission

C. SCHEDULE

Project start/end dates: 4/1/2019 or grant agreement execution date – 12/31/2020

Task 1 – Public Engagement	5/1/2019 – 12/18/2019
1.1 Workshop on future housing needs	5/1/2019 – 7/1/2019
1.2 Youth and parent engagement	5/1/2019 – 7/1/2019
1.3 Community Visioning Workshop	5/1/2019 – 7/1/2019
1.4 Planning Commission Meeting (1)	11/1/2019 – 11/30/2019
1.5 City Council Meeting (2)	12/4/2019 – 12/18/2019
Outcomes/Deliverables:	
a. Documentation of outreach events	5/1/2019 – 12/18/2019
b. List of stakeholders	
Task 2 – Land Use Plan	5/1/2019 – 12/31/2019
2.1 Meet with Coastal staff to review current draft Plan	5/1/2019 – 7/1/2019
2.2 Prepare revisions with consultant	5/1/2019 – 7/1/2019
2.3 Revise Plan	7/1/2019 – 8/1/2019
2.4 Final review of revised plan	8/1/2019 – 10/1/2019
2.5 Prepare final draft plan for local hearings, CEQA	10/1/2019 – 11/1/2019
2.6 Submit to Coastal Commission	12/31/2019

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Outcome/Deliverables: a. Revised draft LUP b. Final draft Land Use Plan for local hearings c. Submittal of adopted LUP to CCC	a. 8/1/2019 b. 10/31/2019 c. 12/31/2019
Task 3 – Implementation Plan	5/1/2019 – 12/31/2019
3.1 Meet with Coastal staff to review current draft Plan	5/1/2019 – 7/1/2019
3.2 Prepare revisions with consultant-CEQA	5/1/2019 – 7/1/2019
3.3 Revise Plan	7/1/2019 – 8/1/2019
3.4 Final review of revised plan	8/1/2019 – 10/1/2019
3.5 Prepare final draft plan for local hearings, CEQA	10/1/2019 – 11/1/2019
3.6 Submit to Coastal Commission	12/31/2019
Outcome/Deliverables: a. Revised draft IP b. Final draft Implementation Plan for local hearings c. Submittal of adopted IP to CCC	a. 8/1/2019 b. 10/31/2019 c. 12/31/2019

D. BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Project Launch/Issue RFP	4/5/2019
Consultant Selection	5/1/2019
Completion of 3 public engagement events	7/1/2019
Revised Draft LUP and IP	8/1/2019
Planning Commission Meeting	11/5/2019
City Council Meeting(s)	12/4/2019 & 12/18/2019
Submittal of LCP to CCC	12/31/2019

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E. BUDGET

	CCC Grant Total	Match/ Other Funds (City match)	Match/ Other Funds (Source #2)	Total (LCP Grant Funds + Match/ Other Funds)
LABOR COSTS¹				
County/City Staff Labor				
Task 1 – Public Engagement		\$14,490		\$14,490
Task 2 – Final Land Use Plan		\$23,400		\$23,400
Task 3 – Final Implementation Plan		\$37,440		\$37,440
Total Labor Costs		\$75,330		\$75,330
DIRECT COSTS				
County/City Staff Project Supplies				
Public Meetings	\$875			\$875
Postage, copies, supplies	\$900			\$900
Application/Permit Fees	\$5,125			\$5,125
Total	\$6,900			\$6,900
County/City Staff Travel In State²				
Mileage	\$100			\$100
Hotel, etc.	\$1,500			\$1,500
Total	\$1,600			\$1,600
Consultants³				
Task 1 – Public Engagement	\$6,500			\$6,500
Task 2 – Final Draft Land Use Plan	\$21,750			\$21,750
Task 3 – Final Draft Implementation Plan	\$38,250			\$38,250
Total	\$75,000			\$75,000
Total Direct Costs	\$75,000			\$75,000
OVERHEAD/INDIRECT COSTS⁴				

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.”

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	<i>CCC Grant Total</i>	<i>Match/ Other Funds (City match)</i>	<i>Match/ Other Funds (Source #2)</i>	<i>Total (LCP Grant Funds + Match/ Other Funds)</i>
Total County/City Staff Overhead/Indirect Costs	\$0	\$0	\$0	\$0
TOTAL PROJECT COST	\$75,000	\$75,330	\$0	\$150,330