

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 Carpinteria
Name: Kelsey Ducklow ("Grant Manager")	Name: Dave Durflinger, City Manager
Address: 455 Market St. Suite 300 San Francisco, CA 94105	Address: 5775 Carpinteria Avenue Carpinteria, CA 93013
Phone: (415) 904-2335	Phone: (805) 755-4400
Fax: (415) 904-5400	Fax: N/A
Email: kelsey.ducklow@coastal.ca.gov	Email: daved@ci.carpinteria.ca.us

3. Primary project contact:

State Agency: California Coastal Commission	Grantee: City of Carpinteria
Section/Unit: Statewide Planning	Section/Unit: Community Development
Name: Karen Vu (Grant Coordinator)	Name: Steve Goggia, Director
Address: 455 Market St. Suite 300 San Francisco, CA 94105	Address: 5775 Carpinteria Avenue Carpinteria, CA 93013
Phone: (415) 904-5268	Phone: (805) 755-4414
Fax: (415) 904-5400	Fax: N/A
Email: karen.vu@coastal.ca.gov	Email: steveg@ci.carpinteria.ca.us

EXHIBIT A

SCOPE OF WORK

Name of Local Government: City of Carpinteria

Name of Project: City of Carpinteria Local Coastal Program Update

Funding Source: General Fund

Specific Program: Local Coastal Program Local Assistance Grant Program

Federal Tax ID#: 95-2414438

Budget Summary:

CCC funding:	\$ 340,500.00
<u>Other funding:</u>	<u>\$ 74,500.00 (City Match)</u>
Total project cost:	\$ 415,000.00

Term of Project: July 1, 2022 (or grant agreement execution date) – December 31, 2023

A. PROJECT DESCRIPTION

The City of Carpinteria (City)'s current General Plan / Local Coastal Land Use Plan (GP/LCP) was adopted in 2003. The City is currently undergoing a multi-year comprehensive update to realize adoption of policies that address broad issues on climate change, with a particular focus on effects of sea level rise upon our varied public sectors and coastal resources. To support this effort, the City has been awarded multiple grants from the California Coastal Commission (CCC), Caltrans, and the Office of Emergency Services, and to date, has accomplished many of the funded tasks, that serve to inform specific elements of the LCP Update. The City's previously awarded Coastal Commission Round 4 and Round 6 Grants funded development of a Sea Level Rise Vulnerability Assessment and Adaptation plan (SLRVAAP), draft GP/LCP policies and elements, and implementation of the Coastal Adaptation Overlay Program.

These accomplished and ongoing studies comprehensively inform the City's Local Coastal Program update, and prioritize the importance of ongoing coastal resiliency and social justice planning and outreach. The Round 7 grant project will support the Community Development Department's work to complete the LCP Update Project and will include four primary tasks: 1) LCP Update Public Outreach, 2) LCP Update Staff Report Preparation for Adoption Hearings, 3) LCP Update CEQA Documentation, and 4) LCP Implementation Plan (IP) Coastal Development Permit (CDP) Procedures Zoning Code Amendment.

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B. TASKS

Task 1: LCP Update Public Outreach

The City continues to invest significant time and effort in public outreach, including use of translators; bilingual surveys, workshop materials, and notices; a project webpage; and accessible public workshops (e.g., at the Casa De Las Flores housing campus for farm employees and their families; dinner, childcare and activity services during workshops, etc.). To date, the City has exhausted the project's public outreach budget given extensive efforts to connect with the community and stakeholders.

The City envisions ongoing efforts to reach out to all segments of our population during the Draft GP-LCP and CEQA public reviews (2-4 additional meetings), additional workshops before the GP/CLUP Advisory Committee (4-6 meetings), and continuous outreach to encourage community participation at plan adoption hearings, with the objective to engage both residents and visitors with attractive handouts, displays, and communications and seek their opinions and comments regarding the plan and specific coastal resource concerns, such as preservation of affordable recreational and visitor serving amenities. As part of this outreach effort, the City will ensure that all stakeholders are included in communications regarding public workshops meetings and release of public draft documents. Native American Tribal consultations shall occur in accordance with state and federal requirements. While we propose that the consultant lead this effort, a City funding match is provided to ensure that staff support (e.g., Director participation, Spanish translation services by City staff) is provided.

Subtasks

1.1 Public Workshops – Coastal Land Use Plan/General Committee

Outcomes/Deliverables: Deliverable items for this stage will include meeting agendas and staff memos, as applicable.

Task 2: LCP Update Staff Report Preparation for GP/CLUP Adoption Hearings

Building from the effort of the City's Round 6 Grant, which we anticipate will involve extensive community participation beyond the City's previously considered public hearing process, the consultant will prepare necessary staff reports and related exhibits and attachments for the LCP Update adoption hearings, under the direction of the City's Community Development Director. The City will also provide a funding match for review of staff reports and supporting documents by the City Community Development Director. The City estimates a minimum of two (2) Planning Commission and two (2) City Council hearings.

Subtasks

2.1 Public Hearings – Planning Commission

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2.2 Public Hearings – City Council

Outcomes/Deliverables: Deliverables will include staff reports prepared for the public hearings.

Task 3: LCP Update CEQA Documentation

Using our Final Sea Level Rise Vulnerability Assessment and Adaptation Plan and other technical investigations (e.g., traffic, air quality, and noise studies, biological assessments, etc.), the consultant under the direction of the City's Community Development Director, will prepare an Environmental Impact Report (EIR) pursuant to California Environmental Quality Act (CEQA) for this comprehensive LCP update. The EIR will address topics related to climate change, greenhouse gas reduction, sea level rise, habitat protection and other key elements of the GP/LCP. The City will also provide a funding match, which will include peer review by City staff, as well as provide funds to retain a consultant-managed transportation planning firm, to develop Vehicle Miles Traveled (VMT) – based CEQA thresholds. Native American Tribal consultations, shall occur in accordance with state and federal requirements.

An important basis for EIR preparation will be development of required CEQA alternatives analyses. Identification of feasible project alternatives may assist the public's and decisionmakers' understanding of options that could be environmentally superior to the plan. A Program EIR may also allow the public and decisionmakers the opportunity to consider Implementation Plan options for the LCP. The City will work to address impacts to vulnerable populations, and consider multiple benefits to reduce climate risks, and prioritize green infrastructure and other resilient building techniques to the fullest extent possible.

The City and its consultant will include Coastal Commission staff in the drafting and review of the Draft EIR and Final EIR. Working drafts of each document will be used to track changes and comments from the Coastal Commission and public.

Subtasks

- 3.1 Administrative Draft EIR (including preparation of the Notice of Preparation of an EIR (NOP))
- 3.2 Draft EIR and Public Hearing
- 3.3 Draft Final EIR for City Council Adoption
- 3.4 CEQA Certified Final EIR

Outcomes/Deliverables: Deliverables will include the Notice of Preparation of an EIR, administrative and public Drafts of the EIR and supporting scientific reports and studies, a Final Draft EIR prepared for the City's adoption hearings, and a Final EIR for the Coastal Commission's review.

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Task 4: LCP Implementation Plan – Coastal Development Permit Zoning Regulations

The City will create and incorporate Coastal Development Permit procedures into the City's Zoning Code. Currently, the City's certified Chapter 14 - Zoning ordinance does not include provisions for a Coastal Development Permit process. The Coastal Development Permit procedures will include a stated purpose and intent, applicability, processing, expiration, appeals, and other administrative procedures. This proposed amendment will also consider provisions to address state required permit streamlining trends, including the need to implement certain objective development standards for mixed-use, multi-family, and accessory dwelling unit development applications, as they relate to coastal resource protection policies both within and outside the Coastal Commission's appeals jurisdiction. This task will maintain consistency with previous amendments to the City's LUP regarding these provisions, including modifying sections of the IP as needed. City staff is proposed to perform this task, under the direction of the Community Development Director. The City will coordinate with Coastal Commission staff during the drafting of the proposed zoning code amendment.

Subtasks

- 4.1 Prepare Administrative Draft CDP Ordinance; 4-week CCC staff review of administrative draft
- 4.2 Prepare Public Draft CDP Ordinance; 4-week CCC staff review of public draft
- 4.3 Public Outreach and Workshop
- 4.4 Prepare Final Draft CDP Ordinance
- 4.5 Adoption Hearings
- 4.6 CCC Submittal and Certification Hearing

Outcomes/Deliverables: Deliverables will include administrative draft, public draft, and final drafts of the proposed zoning code amendment; staff reports associated with the adoption hearings; and the Local Coastal Program submittal package.

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C. SCHEDULE

Project start/end dates: 7/01/2022 (or grant agreement execution date) to 12/31/2023

Task 1. LCP Update Public Outreach	Projected start/end dates: July 1, 2022 – Dec 31, 2022
1.1 Public Workshops – Coastal Land Use Plan/General Committee	7/2022 – 12/2022
Outcome/Deliverables: a. Meeting agendas and staff memos, as applicable	a. 12/2022
Task 2. LCP Update Staff Report Preparation for Adoption Hearings	Projected start/end dates: Jan 1, 2023 – April 30, 2023
2.1 Public Hearings – Planning Commission	1/2023 - 2/2023
2.2 Public Hearings – City Council	3/2023 - 4/2023
Outcome/Deliverables: a. Meeting Staff Reports b. LCP Update Submittal Package	a. 4/2023 b. 4/2023
Task 3. LCP Update CEQA Documentation	Projected start/end dates: July 1, 2022 – April 30, 2023
3.1 Admin Draft EIR	7/2022 – 11/2022
3.2 Draft EIR and Public Hearing	11/2022 – 1/2023
3.3 Draft Final EIR for City Council Adoption	1/2023 – 3/2023
3.4 CEQA Certified Final EIR	3/2023 – 4/2023
Outcome/Deliverables: a. NOP and Admin Draft EIR b. Draft EIR, Public Comments c. Final Draft EIR d. Certified EIR e. Included as part of the LCP Update Submittal Package	a. 11/2022 b. 1/2023 c. 3/2023 d. 4/2023 e. 4/2023
Task 4. LCP IP: Coastal Development Permit Procedures - Zoning Code Amendment	Projected start/end dates: July 1, 2022 – Dec 31, 2023
4.1 Prepare Admin Draft CDP Ordinance; 4-week CCC staff review	7/2022 – 11/2022
4.2 Prepare Public Draft CDP Ordinance; 4-week CCC staff review	11/2022 – 1/2023
4.3 Public Outreach and Workshop	1/2023 – 2/2023

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4.4 Prepare Final Draft CDP Ordinance	2/2023 – 5/2023
4.5 Adoption Hearings	5/2023 – 8/2023
4.6 CCC Submittal and Certification Hearing	8/2023 – 12/2023
Outcome/Deliverables:	
a. Admin Draft CDP Ordinance	a. 11/2022
b. Draft CDP Ordinance	b. 1/2023
c. Public Outreach Summary	c. 2/2023
d. Final Draft CDP Ordinance	d. 5/2023
e. Final CDP Ordinance, Staff Reports	e. 8/2023
f. LCP Submittal Package	f. 12/2023

D. BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
LCP Update Public Outreach	12/31/2022
LCP Update Staff Report Preparation for Adoption Hearings	4/30/2023
LCP CEQA Documentation	4/30/2023
LCP IP: Zoning Code Amendment, Coastal Development Permit Process	12/31/2023

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, 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>City of Carpinteria</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			
<i>Task 1 – LCP Update Public Outreach</i>	\$ 0.00	\$ 7,000.00	\$ 7,000.00
<i>Task 2 – LCP Update Staff Report Preparation for Adoption Hearings</i>	\$ 0.00	\$ 7,500.00	\$ 7,500.00
<i>Task 3 – LCP Update CEQA Documentation</i>	\$ 0.00	\$ 12,000.00	\$ 12,000.00
<i>Task 4 – LCP IP - Coastal Development Permit Zoning Regulations</i>	\$ 90,000.00	\$ 18,000.00	\$ 108,000.00
Total Labor Costs	\$ 90,000.00	\$ 44,500.00	\$ 134,500.00
DIRECT COSTS			
City Staff Project Supplies			
A	\$ 0.00	\$ 0.00	\$ 0.00
B, etc.	\$ 0.00	\$ 0.00	\$ 0.00
Total	\$ 0.00	\$ 0.00	\$ 0.00
City Staff Travel in State²			
Mileage	\$ 0.00	\$ 0.00	\$ 0.00
Hotel, etc.	\$ 0.00	\$ 0.00	\$ 0.00
Total	\$ 0.00	\$ 0.00	\$ 0.00
Consultants³/Partners			
Consultant A			
<i>Task 1 – LCP Update Public Outreach</i>	\$ 35,000.00	\$ 0.00	\$ 35,000.00
<i>Task 2 – LCP Update Staff Report Preparation for Adoption Hearings</i>	\$ 42,500.00	\$ 10,000.00	\$ 52,500.00
<i>Task 3 – LCP CEQA Documentation</i>	\$ 173,000.00	\$ 20,000.00	\$ 193,000.00

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.

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<i>City of Carpinteria</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
<i>Task 4 - LCP IP - Coastal Development Permit Zoning Regulations</i>	\$ 0.00	\$ 0.00	\$ 0.00
Consultants Total	\$ 250,500.00	\$ 30,000.00	\$ 280,500.00
Total Direct Costs	\$ 250,500.00	\$ 30,000.00	\$ 280,500.00
OVERHEAD/INDIRECT COSTS⁴			
Total City Staff Overhead/Indirect Costs	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL PROJECT COST	\$ 340,500.00	\$ 74,500.00	\$ 415,000.00

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.”