

**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:

<b>State Agency:</b> California Coastal Commission	<b>Grantee:</b> City of Trinidad
Name: Kelsey Ducklow ("Grant Manager")	Name: Eli Naffah, City Manager
Address: 455 Market St. Suite 300 San Francisco, CA 94105	Address: P.O. Box 390 / 409 Trinity Street Trinidad, CA 95570
Phone: (415) 904-2335	Phone: (707) 677-3876
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Email: <a href="mailto:kelsey.ducklow@coastal.ca.gov">kelsey.ducklow@coastal.ca.gov</a>	Email: <a href="mailto:citymanager@trinidad.ca.gov">citymanager@trinidad.ca.gov</a>

3. Primary project contact:

<b>State Agency:</b> California Coastal Commission	<b>Grantee:</b> City of Trinidad
Section/Unit: Statewide Planning	Section/Unit: Grant Coordinator
Name: Awbrey Yost	Name: Becky Price-Hall, Grant & Project Coordinator
Address: 725 Front Street, Suite 300 Santa Cruz, CA 95060	Address: P.O. Box 390 / 409 Trinity Street Trinidad, CA 95570
Phone: (831) 427-4858	Phone: (707) 499-6454
Fax: N/A	Fax: NA
Email: <a href="mailto:Awbrey.yost@coastal.ca.gov">Awbrey.yost@coastal.ca.gov</a>	Email: <a href="mailto:rpricehall@trinidad.ca.gov">rpricehall@trinidad.ca.gov</a>

## EXHIBIT A

### SCOPE OF WORK

#### City of Trinidad

**Name of Project:** Trinidad Comprehensive LCP Update

**Funding Source:** General Fund

**Specific Program:** Local Coastal Program Local Assistance Grant Program

**Federal Tax ID#:** 94-6036496

#### **Budget Summary:**

CCC funding:	\$200,000
<u>Other funding:</u>	<u>\$0</u>
Total project cost:	\$200,000

**Term of Project:** June 30, 2022 or upon date of grant execution – December 31, 2025

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**A. PROJECT DESCRIPTION** City staff will use this LCP grant funding to complete two outstanding land use plan (LUP)/general plan elements – the Cultural and Historic Resources Element and the Safety Element. The City will also complete two studies that Coastal Commission staff have identified as being necessary for the LCP update (a visitor serving facilities study and a build-out analysis), and will update previously completed studies that have become outdated. Finally, the City will use the funding to finish updating the implementation plan (IP) portion of the LCP, which includes the zoning, grading, building, and subdivision ordinances. Portions of these ordinance updates have already been drafted, but the zoning ordinance, in particular, still needs a substantial amount of work. In order to ensure tasks are completed in a timely manner, the City will employ additional staff resources for all tasks. The tasks will include coordination with Coastal Commission staff as well as public outreach and public hearings.

#### **B. TASKS**

##### **Task 1: Complete the Cultural and Historic Resources Element**

The City of Trinidad contains important Tribal cultural, archaeological, and historic resources. And there are several active Native American groups that participate in planning and development activities in the City. The Cher-Ae Heights Indian Community of the Trinidad Rancheria (Trinidad Rancheria) borders the City on the southeast side and also owns most of the Trinidad Harbor Area. Trinidad is located within the ancestral territory of the Yurok Tribe. And the Tsurai Ancestral Society (TAS) is an organization made up of

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descendants of the Yurok Village of Tsurai, which is located in Trinidad. The City has met with staff and members of each of these groups to discuss the general plan/LUP update and to draft a Cultural and Historic Resources Element, including as part of a Round 2 LCP Planning Grant. However, for various reasons, including COVID-19, those discussions stalled, the element was never finalized, and there was never coordination between all three groups to resolve any differences.

The City's Prop 68 Coastal Resilience Planning grant from the Ocean Protection Council ("OPC grant"), starting in May 2022, includes completion and implementation of a Community Engagement Plan that will outreach to a wide variety of stakeholders, including tribal groups and other disadvantaged and underrepresented community members. This LCP Planning Grant task will expand on that effort to engage the tribal groups and other community stakeholders to finalize the Cultural and Historic Resources Element. The City will conduct informal and formal consultation with Tribes as well as public hearings as part of this task.

### **Subtasks:**

#### **1.1: Informal Consultation**

This subtask involves engaging with the Trinidad Rancheria, Yurok Tribe and TAS members and/or staff to conduct informal, staff-level consultation. City staff will meet several times with each group, on a schedule that works for them, to review, edit and finish drafting the Cultural and Historic Resources Element. To help facilitate this process, the City will employ the services of someone who specializes in tribal communication and/or law, such as a Tribal Liaison. At the end of this process, the City will invite all the groups to a single meeting (if appropriate and agreed upon by these groups) or will otherwise coordinate to discuss any differences and reach consensus on the Element.

#### **1.2: Planning Commission Hearings**

Once consensus is met to the extent feasible on a draft of the Cultural and Historic Resources Element, the City will bring the Element to public hearing before the Planning Commission.

#### **1.3: Consultation with Coastal Commission Staff**

Concurrently with the Planning Commission hearings, the City will begin consultation with Coastal Commission staff. Consultation with Coastal Commission staff will continue through the formal consultation and City Council hearings.

#### **1.4: Formal Tribal Consultation and City Council Hearings**

The City Council will conduct formal, government-to-government consultation on the Cultural and Historic Resources Element and the entire draft Land Use Plan/General plan

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in accordance with the City's adopted Tribal Consultation Protocol. The City Council will also conduct public hearings on the Cultural and Historic Resources Element.

### **Outcomes/Deliverables**

- Draft Cultural and Historic Resources Element
- Final Cultural and Historic Resources Element

### **Task 2: Complete the Safety Element**

This task will complete the work started under the Coastal Erosion Hazard and Management Plan task completed as part of a Round 4 LCP Planning Grant. It will also integrate and carry forward work that will be occurring under the Trinidad Community Coastal Resilience Planning Project funded by the OPC, which started in May 2022. The OPC grant includes development of an Integrated Coastal Resilience Action Plan, which includes update and finalization of the draft Edwards and Van Wycke SLR and Landslide Risk Assessment and Management Plan. The OPC grant also includes identification of draft policies and implementation measures for the LCP update.

Under this LCP Planning Grant task, the City will continue those efforts by updating and finalizing the 2012 draft Safety Element using the data and information in an updated Climate Change Vulnerability Report and Adaptation Response and Edwards and Van Wycke SLR and Landslide Risk Assessment and Management Plan along with ideas developed and vetted as part of the OPC grant. Substantial stakeholder outreach and coordination will occur under the OPC grant. It is anticipated that the Safety Element will also require substantial coordination and consultation with Coastal Commission staff, because much of Trinidad is at risk from coastal hazards and climate change. This grant task will provide for coordination with Coastal Commission staff and also the public hearings before the Planning Commission and City Council.

#### **Subtasks:**

##### **2.1: Update Safety Element**

Using the adaptation strategies identified and prioritized as part of the Integrated Coastal Resilience Action Plan developed under the OPC grant, as well as other compiled and updated background information, the City will update the text and policies of the Safety Element. The City will integrate the findings and recommendations of the Local Hazard Mitigation Plan, the Climate Change Vulnerability Report and Adaptation Response, and the Edwards and Van Wycke SLR and Landslide Risk Assessment and Management Plan into the Safety Element, as well as public input gathered under the OPC grant.

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### **2.2: Consultation with Coastal Commission Staff**

The City will invite Coastal Commission staff participation in the Community Coastal Resilience Planning efforts under the OPC grant. Consultation will be continued more diligently and completely under this LCP Planning Grant subtask, and the City will provide Commission staff with copies of documents created pursuant to this grant and any supporting documents as needed. It is anticipated that regular meetings will occur at least quarterly and more often as needed.

### **2.3: Public Hearings**

Concurrently with Coastal Commission staff consultation, the City will also conduct public hearings on the Safety Element before the Planning Commission and integrate Coastal Commission staff and public input into a final draft for hearings before the City Council.

### **Outcomes/Deliverables**

- a. Draft Safety Element
- b. Final Safety Element

### **Task 3: Complete a Visitor Serving Facilities (VSF) Study and Build-out Analysis**

In an initial comment letter from Coastal Commission staff on the City's LUP dated July 5, 2019, Attachment A of the letter includes a number of additional studies that should be completed as part of the LUP update (Item 4 under "Background Studies and Other Supporting Documents"). Being such a small City, it is beyond Trinidad's capability to produce much of the information and analysis being requested on its own. The City has been able to complete or draft several of the studies, or portions of them, through the Round 4 LCP Update grant and other funding sources, including the City's own general fund. However, the requested visitor serving facilities study and build-out analysis documenting the LUP's potential impacts on coastal resources are still outstanding.

The City will work with Coastal Commission staff throughout this task to determine the exact scope and level of detail required for these studies and will provide Commission staff with copies of analyses created pursuant to this grant and any supporting documents as needed. The level of analysis required for Trinidad should be commensurate with its size, population and resources. The VSF study will necessarily include collection and analysis of new information, but it is anticipated that the build-out analysis will be able to utilize existing information. The VSF Study will be particularly important for determining the appropriate role and zoning of several large parcels in town, including two RV parks, which have both transitioned to long-term residents over time. The Build-out Analysis will be important in assessing the appropriateness of the various land use designations and

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allowable uses and density under each designation to ensure protection of coastal resources.

### **Subtasks:**

#### **3.1: VSF Study**

To the extent possible, this study will provide information on existing visitor-serving public and commercial recreational facilities within and in close proximity to the City's Coastal Zone, including information on lower-cost visitor and recreational facilities. The City will accomplish this by the creation of an inventory of visitor accommodations in the Trinidad Planning Area and beyond. A survey will also be conducted to determine occupancy and demand for visitor services in the Trinidad area. This will include an assessment of City and County TOT tax data and interviews with the local Chamber of Commerce, and owners and managers of visitor accommodations. Marketing and/or economic specialists may be consulted to improve results. Existing information and analyses will also be incorporated. This will allow the City to determine the adequacy of existing visitor accommodations and the potential demand for additional accommodations in and around the City. To the extent feasible, this study will include: (1) an analysis of the existing surrounding available visitor-serving facilities, including the number of rooms available; (2) the current number of lower-cost visitor-serving facilities in the City; (3) a cost analysis of the different visitor-serving facilities in the City, and especially the current lower-cost VSFs, including average nightly rates (and including peak season rates and overall price ranges); (4) occupancy rates; (5) an analysis of how any proposed or recent changes in the reduction of visitor-serving will affect or has affected the availability of lower-cost visitor-serving facilities in the City; and (6) an analysis of the current and foreseeable demand for lodging facilities in the City. If the above information cannot feasibly be included, City staff will coordinate with Coastal Commission staff on the scope and details of the information provided in the study.

#### **3.2: Build-out Analysis**

For this task, the City will assess the build-out potential as well as realistic development trends and growth rates in the City to determine likely development scenarios over the anticipated life of the LUP. Particular emphasis will be placed on examining the differences between the existing and proposed LUP. The development scenarios will be compared against existing resource studies and information (e.g. water and parking availability) to determine the adequacy of City services and potential impacts on coastal resources and public access from implementation of the proposed LUP. The City will evaluate to the extent possible the adequacy of wastewater disposal, stormwater management, and vehicular off-street parking facilities that would be needed under maximum usage and buildout projections, taking into account current and projected population figures, and while ensuring that Coastal Act priority uses within the City would be adequately served. The analysis will also address to the extent feasible: a)

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what the maximum potential buildout of parcels would be if development at sites occurred at the maximum level allowed under each land use and zoning classification; and b) what the resulting impacts to service capacity would be under this scenario. The City should take into consideration the demands on water resources and wastewater capacity to accommodate accessory uses such as but not limited to hot tubs and Jacuzzis, particularly on sites where short-term rentals, motels, and hotels are allowable uses. Additionally, for each LUP change that would increase the density of use, the City will address (1) whether there is adequate sewer, water, and traffic capacity to accommodate the increased density of use; and (2) whether the increased density of use would have significant adverse individual or cumulative impacts on public access, environmentally sensitive habitat, archaeological resources, visual resources, and other coastal resources.

### **3.3: Incorporate into LUP**

The VSF Study will be used to determine whether there are any unmet visitor services and accommodation needs and the appropriate types and locations in the City to provide for any unmet needs. For unmet needs that cannot be accommodated in Trinidad, the City will explain why the needs cannot be met in the City and provide feedback to the County on providing additional services within the Trinidad area.

Similarly, the Build-out Analysis will be used to review and adjust the proposed land use designations in the LUP and the allowable uses and densities in the IP as needed. It will also be important for the environmental analysis that will eventually be required as part of the LCP amendment certification process.

### **Outcomes/Deliverables**

- VSF Study
- Build-out Analysis

### **Task 4: Update Previous Studies as Needed and Finalize LCP**

Trinidad has been working on its general plan/LUP update for many years. And several of the studies that were completed early in the process are now out of date. Coastal Commission staff's July 5, 2019 letter mentioned above under Task 3 also lists a number of these studies that should be updated (Item 3 under "Background Studies and Other Supporting Documents"). Several new or updated studies have been completed since that letter, including sea-level-rise projections and water supply and demand assessments. Geologic hazard information will be updated as part of the upcoming OPC grant. But by the time the LUP is ready for submittal to the Coastal Commission for certification, these and other studies, could also need updating.

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This LCP Planning Grant task will include a review of all the background studies and reports used in the LUP update. The review will determine what information is outdated and prioritize the critical information to be updated in consultation with Coastal Commission staff. Then the reports and studies will be updated as needed and as the information is available. Finally, the entire LUP will likely need minor updates to reflect the newer information. This task will result in the completion of a final LUP that is ready for submittal to the Coastal Commission for certification. Once a near final draft of the LUP is complete, the City can also finalize the cross-referencing of existing LUP policies as requested in Coastal Commission staff's July 5, 2019 letter update (Item 5 under "Background Studies and Other Supporting Documents").

### **Subtasks:**

#### **4.1: Identify and Update Outdated Studies**

City staff will review and identify previously completed studies that contain out-of-date information (e.g. *Geologic and Seismic Characteristics of Trinidad, Biology and Environment of the Trinidad Area*). In consultation with Coastal Commission staff, the City will prioritize which reports and information is the most critical for supporting the LUP. The outdated information will be updated as needed on a priority basis. Some specialists and field experts may be needed in order to update the information, and the City's planning and engineering consultants generally already have qualified personnel on staff that can complete the necessary work. Additional consultants will be hired as needed.

#### **4.2: Update LUP**

Once the reports are updated, City staff will review LUP text, policies, and figures, and update the LUP as needed based on the new information. This will result in a final draft of the LUP.

#### **4.3 Consultation with Coastal Commission Staff**

Starting early and continuing throughout this update process, City staff will consult with Coastal Commission staff and provide Commission staff with copies of documents created pursuant to this grant and supporting documents. Coastal Commission staff will be provided with key components of the LUP as they are updated in order to get feedback early and often. City staff will meet with Coastal Commission staff on a regular (e.g. quarterly) basis to discuss and coordinate the update and review process. Coastal Commission staff will also be provided with final, administrative drafts. Consultation and coordination with Coastal Commission staff will continue throughout the public review process in order to ensure that the LUP is certifiable and to expedite the application and certification process for the LUP/IP update.



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### **4.4: Public Hearings and Finalize LUP**

The entire, updated LUP will be brought back to the Planning Commission and then City Council for public hearings, local adoption, and submittal to the Coastal Commission. Consultation with Coastal Commission staff will be ongoing throughout the process. Additional Tribal Consultation will be conducted as needed on updated portions of the LUP.

#### **Outcomes/Deliverables**

- Updated studies and reports (TBD)
- Revised LUP draft(s)/policy language (as applicable based on public hearings and coordination)
- Final LUP for submittal to the Coastal Commission

### **Task 5: Update the City's Implementation Plan**

The City has already updated significant portions of its IP through previous LCP Planning Grants (Rounds 2 and 4), other funding sources such as SB2 and LEAP grants through the Department of Housing and Community Development (HCD), and the City's own general fund. Work has included updates to the Subdivision and Grading Ordinances. It has also included updates and additions to substantial portions of the zoning ordinance. Many of the definitions and administrative procedures have been updated, such as the CDP process, including notifications and appeals; regulations for a new Harbor Zone were also developed to certify the existing ADC covering that area. At this point, many of these amendments have been completed at a staff level and have not yet gone through a public review process. The City is currently developing ADU regulations, a new set of CDP exemptions to better align with those currently in the Coastal Act, and a permit waiver procedure for small projects with an SB2 Planning Grant from HCD. Additional zoning ordinance updates will occur through a LEAP Planning Grant from HCD in the coming year. However, the existing zoning ordinance is so old and inadequate, that almost the entire document needs an overhaul to be able to adequately address current issues, conditions and regulatory requirements.

#### **Subtasks:**

##### **5.1: Update Existing IP**

City staff will update the City's zoning, grading, building and subdivision ordinances for consistency with the updated LUP, Coastal Act, and other applicable regulations. The emphasis will be on the zoning ordinance as the most critical and deficient portion of the IP. As part of this process, City staff will review the IP to determine if there are any gaps in the updated IP ordinances and whether there are any existing City ordinances that should be part of the IP. Additional regulations will be developed as needed to fill

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any gaps, and existing ordinances will be integrated into the IP as needed. Additional staff resources will be utilized as needed to complete the update in a timely manner.

### **5.2: Consultation with Coastal Commission Staff**

Starting early and continuing throughout this update process, City staff will consult with Coastal Commission staff. Coastal Commission staff will be provided with key components of the IP as they are updated in order to get feedback early and often. City staff will meet with Coastal Commission staff on a regular (e.g. quarterly) basis to discuss and coordinate the update and review process. Coastal Commission staff will also be provided with final, administrative drafts of the IP ordinances and all studies and background reports supporting the draft ordinances. Consultation and coordination with Coastal Commission staff will continue throughout the public review process in order to ensure that the IP is certifiable and to expedite the application and certification process for the LUP/IP update.

### **5.3: Public Hearings**

The City will conduct public hearings before both the Planning Commission and City Council on the ordinance updates, leading to eventual local adoption and submittal to the Coastal Commission. The City will ensure that public participation is maximized by publicizing the meetings, making draft documents available on the City's website, and providing multiple means and opportunities to provide input. The Planning Commission has been reviewing sections of the ordinances as they are drafted or updated (e.g. ADUs, CDP waivers), which has helped streamline the process by reducing the amount of research and review required for each hearing into manageable pieces. The City intends to continue the IP update in this manner, but will also review each ordinance as a whole once they are complete.

### **Outcomes/Deliverables**

- a. Draft IP (and additional revised draft(s)/language as applicable based on public hearings and coordination)
- b. Final IP for submittal to the Coastal Commission

### **Task 6: Project Management and Administration**

This task involved grant and contract administration and oversight. City staff will ensure that grant requirements, including quarterly reports and invoices are completed and submitted in a timely manner.

#### **Subtasks:**

##### **6.1: Project Management and Administration**

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This task entails all the City work associated with project coordination, administration and management, particularly items related to grant management, administration and compliance. City staff will carry out project management tasks throughout the life of the project, including progress reporting and coordination between staff and consultants.

### Outcomes/Deliverables

- Quarterly Progress Reports
- Final Report

### C. SCHEDULE

Project start/end dates: June 30, 2022 or grant agreement execution date – December 31, 2025

<b>Task 1. Complete Cultural and Historic Resources Element</b>	<b>06/30/22 – 10/31/23</b>
1.1 Informal Consultation	06/30/22 – 02/28/23
1.2 Planning Commission Hearings	01/01/23 – 04/30/23
1.3 Consultation with Coastal Commission Staff	01/01/23 – 10/31/23
1.3 Formal Tribal Consultation and City Council Hearings	05/01/23 – 10/31/23
Outcome/Deliverables a. Draft Cultural and Historic Resources Element b. Final Cultural and Historic Resources Element	a. 12/31/22 b. 10/31/23
<b>Task 2. Complete Safety Element</b>	<b>04/01/23 – 05/31/24</b>
2.1 Update Public Safety Element	04/01/23 – 09/30/23
2.2 Consultation with Coastal Commission Staff	06/01/23 – 05/31/24
2.3 Public Hearings	10/01/23 – 05/31/24
Outcome/Deliverables: c. Draft Safety Element d. Final Safety Element	a. 09/30/23 b. 05/31/24
<b>Task 3. Complete VSF Study and Build-out Analysis</b>	<b>01/01/23 – 02/28/24</b>
3.1 VSF Study	01/01/23 – 06/30/23
3.2 Build-out Analysis	07/01/23 – 12/31/23
3.3 Incorporate into LUP	11/01/23 – 02/28/24
Outcome/Deliverables • VSF Study • Build-out Analysis	a. 06/30/23 b. 12/31/23
<b>Task 4. Update Previous Studies and Finalize LUP</b>	<b>07/01/23 – 06/30/24</b>
4.1 Identify and Update Outdated Studies	07/01/23 – 12/31/23
4.2 Update LUP	11/01/23 – 02/28/24
4.3 Consultation with Coastal Commission Staff	07/01/23 – 06/30/24
4.4 Public Hearings and Finalize LUP	01/01/24 – 06/30/24

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Outcome/Deliverables a. Updated studies and reports (TBD) b. Revised LUP draft(s)/policy language (as applicable based on public hearings and coordination) c. Final LUP for submittal to CCC	a. 12/31/23 b. 1/01/24 (and ongoing) c. 06/30/24
<b>Task 5. Update Trinidad's IP</b>	<b>01/01/24 – 12/31/25</b>
5.1 Update Existing IP	01/01/24 – 12/31/24
5.2 Consultation with Coastal Commission Staff	07/01/24 – 12/31/25
5.3 Public Hearings	01/01/25 – 12/31/25
Outcome/Deliverables a. Draft IP (and additional revised draft(s)/language as applicable based on public hearings and coordination) b. Final IP for submittal to CCC	a. 12/31/24 b. 12/31/25
<b>Task 6. Project Management and Administration</b>	<b>06/30/22 – 12/31/25</b>
6.1 Project Management and Administration	06/30/22 – 12/31/25
Outcome/Deliverables a. Quarterly progress reports and RFFs	a. Quarterly ending on 12/31/25

**D. BENCHMARK SCHEDULE**

<b>ACTIVITY</b>	<b>COMPLETION DATE</b>
Final Cultural and Historic Resources Element	10/31/23
Final Safety Element	05/31/24
VSF Study	06/30/23
Build-out Analysis	12/31/23
Final LUP	06/30/24
Draft IP	12/31/24
Final IP	12/31/25

## **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<sup>®</sup> 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 B1**

**BUDGET**

<i>City of Trinidad</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
<b>LABOR COSTS<sup>1</sup></b>			
<b>County/City Staff Labor</b>			
<b>Task 1 – Cultural and Historic Resources Element</b>	\$6,000	--	\$6,000
<b>Task 2 – Safety Element</b>	\$5,000	--	\$5,000
<b>Task 3 – VSF Study and Build-out Analysis</b>	\$6,000	--	\$6,000
<b>Task 4 – Update Previous Reports</b>	\$5,000	--	\$5,000
<b>Task 5 – Update IP</b>	\$12,000	--	\$12,000
<b>Task 6 – Project Administration</b>	\$11,000	--	\$11,000
<b>Total Labor Costs</b>	<b>\$45,000</b>	<b>--</b>	<b>\$45,000</b>
<b>DIRECT COSTS</b>			
<b>City Staff Project Supplies</b>			
A	\$0	--	\$0
B, etc.	\$0	--	\$0
<b>Total</b>	<b>\$0</b>	<b>--</b>	<b>\$0</b>
<b>City Staff Travel In State<sup>2</sup></b>			
Mileage	\$0	--	\$0
Hotel, etc.	\$0	--	\$0
<b>Total</b>	<b>\$0</b>	<b>--</b>	<b>\$0</b>
<b>Consultants/City Planner<sup>3</sup></b>			
<b>Task 1 – Cultural and Historic Resources Element</b>	\$20,000	--	\$20,000
<b>Task 2 – Safety Element</b>	\$28,000	--	\$28,000
<b>Task 3 – VSF Study and Build-out Analysis</b>	\$30,000	--	\$30,000
<b>Task 4 – Update Previous Reports</b>	\$20,000	--	\$20,000
<b>Task 5 – Update IP</b>	\$53,000	--	\$53,000

<sup>1</sup> Amount requested should include total for salary and benefits.

<sup>2</sup> Travel reimbursement rates are the same as similarly situated state employees.

<sup>3</sup> 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 Trinidad</i>	<i>CCC Grant Total</i>	<i>Match/Other Funds</i>	<i>Total (LCP Grant Funds + Match/Other Funds)</i>
<i>Task 6 – Project Administration</i>	\$4,000	--	\$4,000
<b>Consultants Total</b>	\$155,000	--	\$155,000
<b>Total Direct Costs</b>	<b>\$155,000</b>	--	<b>\$155,000</b>
<b>OVERHEAD/INDIRECT COSTS<sup>4</sup></b>			
<b>Total County/City Staff Overhead/Indirect Costs</b>	<b>\$0</b>	--	<b>\$0</b>
<b>TOTAL PROJECT COST</b>	<b>\$200,000</b>	--	<b>\$200,000</b>

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<sup>4</sup> 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."