

## EXHIBIT B1

### Work Program and Budget Template

City of Dana Point

City of Dana Point Local Coastal Program (LCP) Planning and Sea Level Rise Update

#### Grantee Contact Information

Person Authorized to sign grant agreement and any amendments:

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*Dana Point, CA 92629*  
*(949)-248-3563*

Main Project Manager/Point of Contact:

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**Federal Employer Identification Number:** 33-0324131

#### Budget Summary:

CCC funding:	\$135,000.00
Total project cost:	\$135,000.00

**Term of Project:** May 1, 2017 or upon contract execution – ~~12/31/2018~~ **12/31/2019**

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#### **A. PROJECT DESCRIPTION**

The City of Dana Point will use California Coastal Commission grant funding to conduct a Vulnerability Assessment according to recent sea level rise scenarios for infrastructure and habitat along the coast of Dana Point, California. The City will utilize consultants to conduct the Vulnerability Assessment and also initiate sea level rise scenarios based on CoSMos 3.0. This information will be presented to the public through an open public participation process and will be used to update our Local Coastal Plan to create strategies and adaption measures to deal with the risks identified in the assessment and modeling portions of the project.

#### **B. TASKS**

##### **Task 1: Initiation and Consultant Recruitment**

This task will initiate the grant by executing the grant agreement with the CCC and determine the information and resources needed to complete the goals and objectives. RFPs will be prepared for technical help with gathering data and conducting sea level rise modeling. Once consultant(s) are under contract an updated work program and schedule will be developed and submitted to the CCC, as necessary.

**Deliverables/Outcomes:** RFP for consultant; Updated work program and schedule (if applicable)

**Task 2: Coastal Resource Database**

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City staff, hired consultant(s), and cooperating stakeholders are anticipated to provide social, economic, coastal armoring, water control structures (e.g. storm drains, tide gates, levees, culverts) and ecological resources data for their jurisdiction/authority/influence. The City will compile the data and will share it with the Coastal Commission including the update to the shoreline armoring data set. The consultant(s) will integrate the digital information into GIS and compile the individual jurisdictional information into a spatial data set. The City will coordinate with the Coastal Commission's mapping unit to obtain any useful data sets, and to determine protocols for developing LCP maps.

The following data will be obtained by the City and integrated by the consultant:

- *Infrastructure and asset data* – to be provided in digital form by local jurisdictions;
- *Coastal armoring* – the consultant will improve the 2006 Coastal Commission armoring data set with improved spatial location and crest elevations based on LIDAR or jurisdictional supplied survey data. To the extent feasible, the consultant and/or City staff will evaluate the legal status of existing coastal armoring and permit numbers, dates, and other relevant data will be included in the attributes of the spatially-explicit regional GIS database. The City and consultant will coordinate with Coastal Commission staff as necessary.

**Deliverables/Outcomes:** Summary table of all acquired and relevant data sets; GIS shapefiles with metadata of the compiled spatially-explicit regional GIS database

### **Task 3: Public and Stakeholder Outreach Kickoff Meeting**

The Consultant will lead a series of public project meetings with key stakeholders to discuss coastal hazard modeling and vulnerability. The kick off meeting will outline what the project will detail, how different agencies are involved, and the projected outcomes of the project. Key stakeholders include but are not limited to: Capistrano Bay Community Services District, County of Orange, OC Parks, California Coastal Commission, California State Parks, State Lands Commission, California Fish and Wildlife, Caltrans, Railroad Authority and OC Dana Point Harbor.

**Deliverables/Outcomes:** The consultant is expected to attend and lead the public outreach meetings and prepare necessary meeting materials, minutes/summary and stakeholder contact list

### **Task 4: Model and Map Coastal Resources for Climate Scenarios**

#### ***Task 4.1 Identify and Collect Data***

The consultant will identify available data, including but not limited to CoSMoS 3.0, LIDAR data, and other relevant topographic data sets regarding offshore, nearshore, beach, and bluff information for use in sea level rise modeling and mapping. CoSMoS 3.0 will be predominantly used for the evaluation of the impacts of SLR and scenarios to be studied. Independent modeling will not be utilized, unless unique circumstances were not evaluated by CoSMoS 3.0 or its modeling is inaccurate. The consultant will coordinate with City and Coastal Commission staff, as necessary, to ensure the data is adequate, and not duplicative of existing modeling tools, for completing the desired sea level rise analysis for the City and/or for extracting the following information as necessary:

1. Beach slopes (important for calculating wave run-up);
2. Backshore toe elevation (important for calculating erosion potential);
3. Establish a 100 year run-up line city wide; and
4. Crest elevation (important for calculating wave overtopping and flooding).

#### ***Task 4.2 Model SLR Scenarios along the Dana Point Coast***

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The consultant will model (through CoSMos 3.0) the physical processes necessary to identify planning level changes to the extent feasible given existing data in future coastal erosion and coastal flooding hazards. The coastal hazard modeling will be based on the best available science on sea level rise, and will be consistent with the California Coastal Commission Sea Level Rise Policy Guidance (2015) and the Natural Resource Agency's Safeguarding California Plan for Reducing Climate Risk. The consultant will utilize CoSMoS 3.0 and other relevant data as necessary and then make specific recommendations based on outputs. This will include modeling of at least three (3) sea level rise scenarios (50 cm, 100 cm, 200 cm) and three (3) planning horizons (plus existing conditions), at least one of which shall be a high sea level rise projection for year 2100. Current and future impacts from sea level rise hazards will be identified based on scenarios of sea level rise projections, some of which will incorporate extreme events and some of which will include non-storm scenarios. Potential physical impacts in the LCP planning area will be identified including inundation, flooding, wave impacts, erosion and saltwater intrusion impacts. The flood analysis will examine direct connectivity through channels, conduits, pipes, storm drains, as well as storm-related impacts. Flood and wave impacts will examine, among other scenarios, the impact from a 100-year storm event when the beach is narrowed by both seasonal erosion and long-term erosion. The Coastal Commission will review the information developed to ensure it is consistent with the California Coastal Commission Sea Level Rise Policy Guidance document and provide comments on the data.

**Deliverables/Outcomes:** Maps, GIS shapefiles, graphics, figures, charts, tables, descriptions or other systems will be prepared to communicate the impacts of current and future hazards and changes to current and future coastal resources, including beaches and coastal streams that may be restricted from future migration by natural or human-constructed barriers.

### **Task 5: Conduct a SLR Vulnerability and Risk Assessment for Infrastructure, Economic, Ecological Conditions**

#### ***Task 5.1 Identify and assess land uses at risk***

Data collected in Task 2 and Task 4.1 will allow planners, decision makers, and stakeholders to analyze social, economic, and ecological conditions and their relative vulnerability to coastal hazards. Land uses that are at risk will be assessed to determine the impacts of current and future hazards that were developed in Task 4.

The consultant will develop descriptions of the characteristics that influence risk, including exposure, sensitivity, and adaptive capacity of each coastal resource to sea level rise impacts, along with the expected consequences of those impacts for the resource and broader community. Assess potential risks, or potential problems, from sea level rise to coastal resources and development in Dana Point's LCP planning area; including assessing whether current and planned land uses are feasible given those impacts and if those land uses should be revised accordingly.

#### **Task 5.2 Create strategies and adaptation measures to deal with risk**

The consultant will develop adaptation measures to minimize risks from hazards and to protect coastal resources. Evaluate and prioritize adaptation measures according to ability to both minimize hazards and protect coastal resources. Develop strategies and new or revised land use designations, policies and standards to address sea level rise impacts and risks to coastal resources. Specify criteria for assessing these measures, identify sections of the LCP associated with sea level rise that should be updated, list adaptation measures applicable to the LCP for each hazard and/or coastal resource, and identify new policies and ordinances to implement the adaptation measures. Determine potential options for retreat including areas currently with shoreline protection. The strategies and adaptation measures will be included as a component of the Vulnerability Assessment.

#### **Task 5.3 Evaluate costs and benefits of adaptation strategies**

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The consultant will qualitatively evaluate the costs and benefits of potential adaptation strategies. The costs and benefits assessment will evaluate the ability of adaptation strategies to protect coastal resources, protect California's most vulnerable populations, reduce greenhouse gas emissions, and achieve multiple benefits. A quantitative evaluation of the costs and benefits of potential adaptation will be included in the Vulnerability Assessment.

### **Task 5.4 Complete Draft Vulnerability Assessment**

The consultant will prepare the draft Vulnerability Assessment and adaptation strategies which will be presented to the City Council as a project update and to gain preliminary input. Once City Council input is incorporated into the draft it will be submitted to the Coastal Commission staff to ensure the draft report is in compliance with the California Coastal Commission Sea Level Rise Policy Guidance document. Any final revisions to the draft will be incorporated by the consultant.

### **Task 5.5 Inform stakeholders and partners in areas of potential risk according to draft sea level rise scenarios**

The City will meet with Commission staff, members of the public, and other stakeholders to discuss findings of the Vulnerability Assessment and adaptation strategies. At least one public meeting will be held and lead by the consultant to obtain public opinion concerning the assessment. Input from stakeholder meetings will be incorporated into the final SLR Vulnerability and Risk Assessment.

### **Task 5.6 Complete Final Vulnerability Assessment**

**Deliverables/Outcomes:** Materials and meeting minutes/summary from public meeting(s); technical methods report which describes the specific methods and assumptions for the modeling and mapping of the coastal erosion, tidal inundation, coastal flooding, and wave impact hazards; draft and final City of Dana Point Sea Level Rise Vulnerability and Risk Assessment; incorporation of stakeholder and Coastal Commission comments into Final Vulnerability Assessment.

### **Task 6: Draft LCP Amendment**

The consultant and City staff will use the information gathered from the previous tasks including the Vulnerability Assessment to draft a LCPA with new policies in the LUP. The IP will be amended with adaptation measures, standards, and best management practices to address impacts of sea level rise. City staff and the Consultant will work together to develop the LCPA. The draft amendments will be presented to the Coastal Commission and the public/stakeholders to gain input and make revisions to the documents. The consultant and staff will present the LCPA to the Planning Commission and then City Council as discussed in Tasks 7 & 8 below.

**Deliverables/Outcomes:** Draft LCPA (LUP and IP Amendments)

### **Task 7: Coastal Commission, Stakeholder, and Public Coordination and Review**

The City will provide an initial draft of the LCP amendment (LUP and IP) to Coastal Commission staff for review and comments prior to public hearings, and any formal LCP amendment submittal. After an initial review by Coastal Commission staff, at least one public meeting will be held regarding the draft LCPA, as well as other stakeholder meetings as necessary. The City will prepare the Draft LCP Amendment pursuant to the iterative review and feedback process with Commission staff and other stakeholders.

**Deliverables/Outcomes:** Materials and meeting minutes/summary from public meeting(s); revised draft LCPA that addresses Commission staff and stakeholder comments

### **Task 8: Decision Maker Hearings**

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The findings and new and enhanced existing policies would be presented to the decision makers in public hearings, allowing for further public input. The City will review changes to the LCP Amendment from the decision maker hearings with Commission staff through an iterative exchange of comments as needed, and revise and finalize the LCPA for submittal.

**Deliverables/Outcomes:** Locally adopted LCPA

**Task 9: Formal LCP Amendment Submittal to Coastal Commission**

After decision-maker hearings, City staff will submit the LCP Amendment to the California Coastal Commission for approval and certification, in compliance with the LCP amendment submittal requirements of the Coastal Act and the California Code of Regulations.

**Deliverables/Outcomes:** Submittal of locally approved LCPA

**Task 10: Post-Grant Coordination and Certification Process**

*Coastal Commission certification hearing(s) will be scheduled for a local hearing and will fall outside the two-year grant term. Once the City's LCP Amendment is approved by the California Coastal Commission, City staff will present the approved LCP Amendment to the City Council for final acceptance of any suggested modifications by the Commission. Lastly, City staff will incorporate the LCP Amendments, as certified by the CCC, into the Coastal Land Use Plan and Coastal Zoning Ordinance documents and provide Commission staff with an electronic copy of the final documents.*

**Deliverables/Outcomes:** Final certified and locally-approved LCP; electronic copy of final documents submitted to Coastal Commission

**C. SCHEDULE**

Project start/end dates: May 2, 2017 or upon grant execution – December 31, ~~2018~~ **2019**

<b>Task 1. Initiation and Consultant Recruitment</b>	Begin date: 5/2/17 End Date: <del>8/15/17</del> <b>8/28/17</b>
Outcome/Deliverables: RFP for consultant; updated work program and schedule (if necessary)	Completion Date: <del>8/15/17</del> <b>8/28/17</b>
<b>Task 2. Coastal Resource Database</b>	Begin date: 6/31/17 End Date: <del>8/31/17</del> <b>11/30/2018</b>
Outcomes/Deliverables: Summary table of all acquired and relevant data sets; and GIS shapefiles with metadata of the compiled spatially-explicit regional GIS database.	Complete Date: <del>8/31/17</del> <b>11/30/2018</b>
<b>Task 3. Public and Stakeholder Outreach Kickoff Meeting</b>	Begin date: 8/15/17 End Date: <del>9/29/17</del> <b>3/28/18</b>
Outcome/Deliverables: Meeting materials and minutes/summary; and Stakeholder contact list.	Complete Date: <del>9/29/17</del> <b>3/28/18</b>
<b>Task 4. Model and Map Coastal Resources for Climate Scenarios</b>	Begin date: 8/31/17 End Date: <del>9/29/17</del> <b>4/30/2018</b>
Task 4.1: Identify and collect data	Begin date: 8/31/17 End Date: <del>9/29/17</del> <b>11/30/2017</b>

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Task 4.2: Model SLR scenarios along the Dana Point coast	Begin date: <del>8/15/17</del> <b><u>11/30/2017</u></b> End Date: <del>9/29/17</del> <b><u>4/30/2018</u></b>
Outcomes/Deliverables: Maps, GIS shapefiles, graphics, figures, charts, tables, descriptions or other systems will be prepared to communicate the impacts of current and future hazards and changes to current and future coastal resources, including beaches and coastal streams that may be restricted from future migration by natural or human-constructed barriers	Complete Date: <del>9/29/17</del> <b><u>4/30/2018</u></b>
<b>Task 5. Conduct a SLR Vulnerability and Risk Assessment for Infrastructure, Economic and Ecological Conditions</b>	Begin date: 10/2/17 End Date: <del>5/1/18</del> <b><u>6/12/2018</u></b>
Task 5.1: Identify and assess land uses at risk	Begin date: 10/2/17 End Date: <del>10/31/17</del> <b><u>2/31/2018</u></b>
Task 5.2: Create strategies and adaptation measures to deal with risk	Begin date: 11/1/17 End Date: <del>12/1/17</del> <b><u>3/1/2018</u></b>
Task 5.3: Evaluate costs and benefits of adaptation strategies	Begin date: 12/1/17 End Date: <del>13/5/18</del>
Task 5.4: Complete Draft Vulnerability Assessment	Begin date: 1/5/18 End Date: <del>2/15/18</del> <b><u>4/30/2018</u></b>
Task 5.5: Inform stakeholders and partners in areas of potential risk according to draft sea level rise scenarios, including at least 1 public meeting and coordination with Coastal Commission staff.	Begin date: <del>3/1/18</del> <b><u>4/30/18</u></b> End Date: <del>4/2/18</del> <b><u>5/30/18</u></b>
Task 5.6: Complete Final Vulnerability Assessment	Begin date: <del>4/2/18</del> <b><u>5/30/18</u></b> End Date: <del>5/1/18</del> <b><u>6/12/18</u></b>
Outcomes/Deliverables: Materials and meeting minutes/summary from public meeting(s); technical methods report which describes the specific methods and assumptions for the modeling and mapping of the coastal erosion, tidal inundation, coastal flooding, and wave impact hazards; draft and final City of Dana Point Sea Level Rise Vulnerability and Risk Assessment; incorporation of stakeholder and Coastal Commission comments into Final Vulnerability Assessment.	Draft Vulnerability Assessment: <del>2/15/18</del> <b><u>4/30/2018</u></b>  Final Vulnerability Assessment: <del>5/1/18</del> <b><u>6/12/2018</u></b>
<b>Task 6. Draft LCPA</b>	Begin date: <del>5/1/18</del> <b><u>6/12/2018</u></b> End Date: <del>7/2/18</del> <b><u>8/20/18</u></b>
Outcomes/Deliverables: Draft LCPA (LUP and IP Amendments)	Complete Date: <del>7/2/18</del> <b><u>8/20/18</u></b>
<b>Task 7. Coastal Commission, Stakeholder, and Public Coordination and Review of Draft LCP Amendment</b>	Begin date: <del>7/2/18</del> <b><u>8/20/18</u></b> End Date: <del>9/3/18</del> <b><u>10/29/2018</u></b>

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Outcomes/Deliverables: Materials and meeting minutes/summary from public meeting(s); revised draft LCPA that incorporates Commission staff and stakeholder comments	Complete Date: <del>9/3/18</del> <b><u>10/29/2018</u></b>
<b>Task 8. Decision Maker Hearings</b>	Begin date: <del>9/3/18</del> <b><u>10/29/18</u></b> End Date: <del>12/18/18</del> <b><u>1/29/19</u></b>
Outcomes/Deliverables: Locally adopted LCPA	Complete Date: <del>12/18/18</del> <b><u>1/29/19</u></b>
<b>Task 9. Formal LCP Amendment Submittal to Coastal Commission</b>	Begin date: <del>12/18/18</del> <b><u>1/29/19</u></b> End Date: <del>12/31/18</del> <b><u>2/15/19</u></b>
Outcomes/Deliverables: Submittal of locally approved LCPA	Complete Date: <del>12/31/18</del> <b><u>2/15/19</u></b>
<b>Task 10. Post-Grant Coordination and Certification Process</b>	<i>TBD, post-grant</i>
Outcomes/Deliverables: Final certified and locally-approved LCP; electronic copy of final documents submitted to Coastal Commission	Complete Date: <i>TBD, post-grant</i>

**D. BENCHMARK SCHEDULE**

<b>ACTIVITY</b>	<b>COMPLETION DATE</b>
RFP for Consultant	<del>5/2/2017</del> <b><u>8/28/2017</u></b>
Select Consultant and initiate contract	<del>8/15/2017</del> <b><u>8/28/17 (contract initiated)</u></b>
Public and Stakeholder Outreach Kickoff Meeting	<del>9/29/2017</del> <b><u>3/28/18</u></b>
Draft SLR Vulnerability and Risk Assessment	<del>2/15/18</del> <b><u>4/30/2018</u></b>
Final SLR Vulnerability and Risk Assessment for Infrastructure, Economic and Ecological Conditions	<del>5/1/18</del> <b><u>6/12/2018</u></b>
Draft LCP Amendment	<del>7/2/2018</del> <b><u>8/20/18</u></b>
Revised Draft LCPA	<del>9/3/2018</del> <b><u>10/29/2018</u></b>
Local Approval of LCPA	<del>12/18/2018</del> <b><u>1/29/19</u></b>
Formal LCP Amendment Submittal to Coastal Commission	<del>12/31/2018</del> <b><u>2/15/19</u></b>

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**E. BUDGET**

	<b>CCC Grant Total</b>	<b>Match/ Other Funds (Source #1) City Funding</b>	<b>Match/ Other Funds (Source #2) Sustainability Program Grant Funding</b>	<b>Total (LCP Grant Funds + Match/ Other Funds)</b>
<b>LABOR COSTS<sup>2</sup></b>				
<b>County/City Staff Labor</b>				
<b>Task 1 – Initiation and Consultant Recruitment</b>	\$0			\$0
<b>Task 2 – Coastal Resource Database</b>	\$0			\$0
<b>Task 3 – Public and Stakeholder Outreach Kickoff Meeting</b>	\$0			\$0
<b>Task 4 – Model and Map Coastal Resources for Climate Scenarios</b>	\$0			\$0
<b>Task 5 – SLR Vulnerability and Risk Assessment</b>	\$0			\$0
<b>Task 6 – Draft LCPA</b>	\$0			\$0
<b>Task 7 – CCC, Stakeholder, and Public coordination and Review of Draft LCPA</b>	\$0			\$0
<b>Task 8 – Decision Maker Hearings</b>	\$0			\$0
<b>Task 9 – Formal LCP Amendment Submittal</b>	\$0			\$0
<b>Task 10 – Post-Grant Coordination and Certification Process</b>	\$0			\$0
<b>Total Labor Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>DIRECT COSTS</b>				
<b>County/City Staff Project Supplies</b>				
A				
B, etc.				
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>County/City Staff Travel In State<sup>3</sup></b>				
Mileage				
Hotel, etc.				
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<sup>2</sup> Amount requested should include total for salary and benefits.

<sup>3</sup> Travel reimbursement rates are the same as similarly situated state employees.

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	<b>CCC Grant Total</b>	<b>Match/ Other Funds (Source #1) City Funding</b>	<b>Match/ Other Funds (Source #2) Sustainability Program Grant Funding</b>	<b>Total (LCP Grant Funds + Match/ Other Funds)</b>
<b>Consultants<sup>4</sup></b>				
<b>Consultant A</b>				
Task 1 – <i>Initiation and Consultant Recruitment</i>	\$0			\$0
Task 2 – <i>Coastal Resource Database</i>	\$15,000			\$15,000
Task 3 – <i>Public and Stakeholder Outreach Kickoff Meeting</i>	\$5,000			\$5,000
Task 4 – <i>Model and Map Coastal Resources for Climate Scenarios</i>	\$30,000			\$30,000
Task 5 – <i>SLR Vulnerability and Risk Assessment</i>	\$30,000			\$30,000
Task 6 – <i>Draft LCPA</i>	\$40,000			\$40,000
Task 7 – <i>CCC, Stakeholder, and Public coordination and Review of Draft LCPA</i>	13,000			\$13,000
Task 8 – <i>Decision Maker Hearings</i>	\$2,000			\$2,000
Task 9 – <i>Formal LCP Amendment Submittal</i>	\$0			\$0
Task 10 – <i>Post-Grant Coordination and Certification Process</i>	\$0			\$0
<b>Total Direct Costs</b>	<b>\$135,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$135,000</b>
<b>OVERHEAD/INDIRECT COSTS<sup>5</sup></b>				
<b>Total County/City Staff Overhead/Indirect Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL PROJECT COST</b>	<b>\$135,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$135,000</b>

<sup>4</sup> All consultants must be selected pursuant to a bidding and procurement process that complies with all applicable laws.

<sup>5</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.”