



AGENDA

CITY OF SEASIDE
ENVIRONMENTAL COMMITTEE

REGULAR MEETING
CITY HALL
440 Harcourt Avenue
Tuesday, June 12, 2018
5:30 PM

PLEASE TURN OFF YOUR CELL PHONES UPON ENTERING THE MEETING

1. **CALL TO ORDER**
2. **ROLL CALL - ESTABLISHMENT OF QUORUM**

ENVIRONMENTAL COMMITTEE

Lacey Raak	Chair
Kristin Molle	Vice Chair
Paul Oelfke	Committee Member
Jon Wizard	Committee Member
Laura Murphy	Committee Member
Kera Abraham Panni	Committee Member
Christine Revelas	Committee Member
Bob Coble	Committee Member

3. **REVIEW OF AGENDA**
4. **PUBLIC COMMENT**
5. **APPROVAL OF MINUTES**

A. APPROVE MINUTES OF MAY 8, 2018

6. **BUSINESS ITEMS**

A. ENERGY EFFICIENCY & CLIMATE PLANNING PROGRAMS PRESENTATION BY STEVE CAMPBELL, ASSOCIATE PROGRAM MANAGER, OF AMBAG ENERGY WATCH.

PURPOSE & RECOMMENDATION: This presentation will inform the committee of AMBAG's energy watch program offerings, projects completed with the City of Seaside, and the potential of future collaborations.

B. CAPITAL IMPROVEMENT PROGRAM PRESENTATION BY RICK RIEDL, CITY ENGINEER, CITY OF SEASIDE

PURPOSE & RECOMMENDATION: This presentation will inform the committee of the City of Seaside's 2017/18-2022-23 Capital Improvement Program as well as the process for requesting capital improvement projects.

C. ENVIRONMENTAL COMMITTEE OUTREACH LETTER

PURPOSE & RECOMMENDATION: At the request of the committee, staff drafted and revised an outreach letter announcing the formation of the Environmental Committee, which is to be sent to local environmental organizations and groups.

D. STAFF PRESENTATION TO INTRODUCE THE TOPIC OF COMMERCIAL RECYCLING, LITTER, AND SEASIDE MUNICIPAL CODE CHAPTER 8.28: SOLID WASTE

PURPOSE & RECOMMENDATION: The purpose of this presentation is to introduce the topic of recycling, litter, and waste to the Environmental Committee to generate discussion and possible action.

E. TREE PERMIT FEE OVERVIEW AND BUDGET INFORMATION

PURPOSE & RECOMMENDATION: The purpose of this item is to follow up on information requested by the Committee regarding tree permit fees as well as additional preliminary information regarding the tree budget.

F. ENVIRONMENTAL COMMITTEE WORK PLAN OVERVIEW AND PRIORITY SETTING EXERCISE

PURPOSE & RECOMMENDATION: Staff will present the Environmental Committee Work Plan and Committee Member Lacy Raak will lead a priority setting exercise with the committee members.

7. REPORTS FROM COMMISSIONERS

A. COMMITTEE MEMBER LAURA MURPHY TO SHARE INFORMATION ON THE COASTAL CONSERVANCY CLIMATE READY GRANT: NATURE-BASED SOLUTIONS FOR CLIMATE ADAPTATION

8. REPORTS FROM STAFF

A. SYNOPSIS OF THE CENTRAL COAST REGION *BUILDING RESILIENCE* WORKSHOP

PURPOSE & RECOMMENDATION: Staff will share information presented at the *Building Resilience Workshop*, hosted by the Central Coast Climate Collaborative, for the committee to consider and use in future climate adaptation work.

B. ANNOUNCEMENT: NATIONAL POLLINATOR WEEK

PURPOSE & RECOMMENDATION: The purpose of this item is to announce that National Pollinator Week is June 18-24, 2018.

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
July 10, 2018
Seaside City Hall
5:30PM

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, they are asked to contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. The City Council chamber is equipped with a portable microphone and assisted listening devices are available at all meetings.

Agenda-related writings or documents provided during public meetings are available for public inspection during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956.



DRAFT MINUTES

CITY OF SEASIDE
ENVIRONMENTAL COMMITTEE

REGULAR MEETING
COUNCIL CHAMBER

Tuesday, May 8th, 2018
5:30PM

1. **CALL TO ORDER**

The meeting was called to order at 5:30pm.

2. **ROLL CALL – ESTABLISHMENT OF QUORUM**

PRESENT:

ABSENT:

3. **REVIEW OF AGENDA**

4. **PUBLIC COMMENT**

The Committee invited comments from the public

5. **APPROVAL OF MINUTES**

A. **APPROVE MINUTES FROM APRIL 10, 2018**

On motion by Committee Member , seconded by Committee Member and passed by the following vote, the minutes for the April 10th, 2018 meeting were approved.

6. **BUSINESS ITEMS**

A. **ENVIRONMENTAL COMMITTEE OUTREACH LETTER**

Staff requested the committee discuss the draft outreach letter announcing the formation of the Environmental Committee, which is to be sent to local environmental organizations and groups.

B. **SUSTAINABLE SEASIDE’S EARTH DAY CELEBRATION SYNOPSIS**

C. **CODE ENFORCEMENT DATA REGARDING MUNIIPAL CODE CHAPTERS 8.60 AND 8.62 AND SINGLE-USE PLASTIC BAN ARTICLE FOR CONSIDERATION**

Staff provided the Committee with code enforcement complaint/case information related to violations of municipal code sections 8.60 and 8.62.

The committee discussed

D. UPDATE REGARDING ENERGY EFFICIENT FIXTURES AND UPGRADES AT CITY FACILITIES AND AMBAG ENERGY WATCH PROGRAM

Staff requested the Committee discuss and decide upon a method by which Public Works can keep the Committee informed regarding projects being considered, planned, and completed.

E. WATER CONSERVATION DISCUSSION

The Committee discussed

7. REPORTS FROM COMMISSIONERS

8. REPORTS FROM STAFF

9. ADJOURNMENT

Having no further business, the meeting was adjourned at



CITY OF SEASIDE

SIX YEAR

CAPITAL IMPROVEMENT PROGRAM

2017/2018 – 2022/2023



RESOURCE MANAGEMENT SERVICES
PUBLIC WORKS - ENGINEERING
JUNE 27, 2017

RESOLUTION NO. 17-43 and 17-02 SA

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEASIDE AND THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SEASIDE

ADOPTING THE ANNUAL OPERATING BUDGET, OTHER FUNDS BUDGETS, THE CAPITAL OUTLAY BUDGET, THE CAPITAL IMPROVEMENT BUDGET AND FIVE YEAR PLAN, THE POSITION CONTROL LIST AND SALARY SCHEDULE, THE ANNUAL APPROPRIATIONS LIMIT, AND THE RESERVE BALANCES OF THE CITY OF SEASIDE FOR THE FISCAL YEAR 2017-2018 AND AUTHORIZING ACTIONS AS NECESSARY FOR BUDGET IMPLEMENTATION

WHEREAS, the City Council of the City of Seaside and the Agency Board of the Successor Agency to the Redevelopment Agency of the City of Seaside has considered the Proposed 2017-2018 Annual Operating Budget, Other Funds Budgets, Capital Outlay Budget, Capital Improvement Budget and Plan, the Position Control List and Salary Schedule, the Annual Appropriations Limit, and the Reserve Balances; and

WHEREAS, the City Council and the Agency Board has reviewed the aforementioned documents and made desired modifications; and

WHEREAS, the City Council and the Agency Board is required to adopt a balanced budget in which total appropriations do not exceed estimated revenues and/or other available funds; and

WHEREAS, the City Council is required to adopt an Annual Appropriations Limit and Reserve Balances.

NOW, THEREFORE BE IT RESOLVED, that the City Council and the Agency Board of the City of Seaside adopts the following:

1. The 2017-2018 General Fund Operating Budget, as may be modified;
2. The 2017-2018 Other Funds Budgets, as may be modified;
3. The 2017-2018 Capital Outlay Budget, as may be modified;
4. The 2017-2018 Capital Improvement Budget, as may be modified and the 2017-2018 through 2022-2023 Capital Improvement Plan;
5. The 2017-2018 Position Control List and Salary Schedule;
6. Personnel costs are appropriated with the following restrictions: a) Authorized positions are limited to the positions approved and the funds appropriated for the approved positions; b) The City Manager may authorize filling vacant, approved positions, as necessary, restricted to the funds available.
7. The City Manager may approve appropriation transfers of \$10,000 or less. Transfers in excess of \$10,000 must be authorized by the City Council. Transfers may not exceed the amount

appropriated to each Department.

8. Authorize other actions as necessary to implement the 2017-2018 Budget.
9. The Deputy City Manager - Administrative Services shall make any modifications authorized by the City Council to the 2017-2018 Budget prior to publication. The 2017-2018 Adopted Budget will be published as required by the Municipal Code and City Ordinance.
10. The appropriations limit for the Fiscal Year 2017-2018, in accordance with Article XIII B of the California State Constitution, calculated as follows:

2017-2018 Appropriations Limit Adjustment Factors:

Increase in Per Capita Personal Income Factor	1.0369
Population Change Factor (Monterey County Factor)	<u>1.0100</u>
Combined Factor	<u>1.0473</u>

2017-2018 Appropriations Limit	\$ 31,548,736
2017-2018 Appropriations Subject to the Limit	<u>\$ 22,352,524</u>
2017-2018 Limit in Excess of Appropriations	<u>\$ 9,196,212</u>

13. In accordance with Section 3.12 of the City of Seaside Municipal Code and Government Accounting Standard #54, the City Council is required to set Reserve amounts each fiscal year. The Proposed 2017-2018 Budget establishes Reserves at 72% of the Municipal Code minimums. The following is the proposed distribution of Reserves:

Capital Reserve-Committed	\$ 1,063,433
Special Reserve-Committed	\$ 2,126,865
Emergency Reserve-Committed	<u>\$ 3,190,298</u>
Total committed reserves at year end	<u>\$ 6,380,596</u>

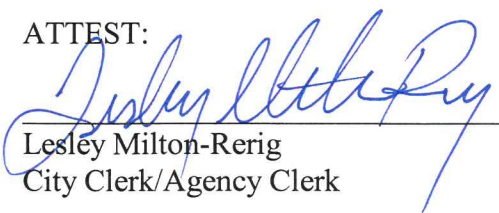
PASSED AND ADOPTED at a meeting of the City Council of the City of Seaside and the Agency Board of the Successor Agency to the Redevelopment Agency of the City of Seaside duly held on the 27th day of June, 2017 by the following vote:

AYES:	4	COUNCIL/BOARD MEMBERS: Alexander, Campbell, Jones, Pacheco
NOES:	0	COUNCIL/BOARD MEMBERS: None
ABSENT:	1	COUNCIL/BOARD MEMBERS: Rubio
ABSTAIN:	0	COUNCIL/BOARD MEMBERS: None



Ralph Rubio, Mayor/Chair

ATTEST:



Lesley Milton-Rerig
City Clerk/Agency Clerk

CITY OF SEASIDE
2017-2018 PROPOSED BUDGET
(As presented June 15, 2017)

PROPOSED BUDGET REVISIONS

		<u>Increase (Decrease)</u>	<u>Increase (Decrease)</u>
GENERAL FUND:			
	Revenues:		
page 25	Planning Application Review Fee	\$ 5,000	\$ 5,000
	Expenditures:		
page 91	Commissioner Appreciation	\$ 2,500	\$ 2,500
page 91	Family Care	title change only	
page 91	Homeless Assistance	title change only	
page 91	Veterans Transition Center	title change only	
page 163	General Fund Transfer to Laguna Grande Parking Fund	\$ (50,000)	\$ (50,000)
page 206	Fire Operations Equipment	\$ (65,000)	\$ (60,000)
	<i>Recreation additions:</i>		
page 277	Equipment - bounce house, rock wall, obstacle course, dunk tank	\$ 17,750	\$ -
	Increase Special Event Insurance	\$ 1,000	\$ 1,000
	<i>Recreation-Community Center additions:</i>		
page 278	Movies in the Park	\$ 6,000	\$ 6,000
page 278	Father Daughter Dance	\$ 2,500	\$ 2,500
page 278	Equipment - movie projector & screen	\$ 1,600	\$ -
	<i>Recreation-Youth & Education Center additions:</i>		
page 280	Excursions - Kayak, skiing/snowboarding, Yosemite	\$ 7,500	\$ 7,500
page 280	Teen Events - Swim nights, Socials	\$ 5,000	\$ 5,000
page 280	Teen Talent Show	\$ 2,500	\$ 2,500
page 280	Music Program	\$ 2,500	\$ 2,500
	<i>Recreation-Camps, Middle & Elementary addiitons:</i>		
page 283	Increase Program Staffing	\$ 5,000	\$ 5,000
page 283	Increase Subcontract for Bus Services for Camp Trips	\$ 5,000	\$ 5,000
page 283	Equipment	\$ 1,000	\$ -
page 283	Camp Events	\$ 7,500	\$ 7,500
	<i>Recreation-Youth Athletic Services additions:</i>		
page 284	Rental - indoor facility rentals	\$ 5,000	\$ 5,000

page 284	Equipment	\$	3,000	\$	-
	<i>Recreation-Youth Aquatics additions:</i>				
page 286	Junior Lifeguard	\$	5,000	\$	5,000
page 286	Paddle Board Classes	\$	2,500	\$	2,500
page 286	Sharks Swim Team	\$	3,000	\$	3,000
page 286	Increase Swim Lessons	\$	5,400	\$	5,400
page 286	Equipment - paddle boards	\$	3,000	\$	-
	<i>Recreation-Senior Programs additions:</i>				
page 287	Senior Excursions	\$	12,500	\$	12,500
page 287	Fitness Program	\$	2,500	\$	2,500
	Total Recreation Additions	\$	106,750	\$	80,400

NET IMPACT TO GENERAL FUND	\$	10,750	\$	37,100
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ORIGINAL PROPOSED BUDGET RESERVE INCREASE	\$	71,330
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INCREASE TO RESERVES WITH PROPOSED REVISIONS	\$	82,080
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LAGUNA GRANDE PARKING FUND:

	Revenues:				
page 26	Parking Fund Revenue	\$	(40,000)	\$	(40,000)
page 26	Transfer in from General Fund	\$	(50,000)	\$	(50,000)
	Total decrease	\$	(90,000)	\$	(90,000)
	Expenditures:				
page 241	Subcontracted Work	\$	(90,000)	\$	(90,000)

POMA & DMDC FUND:

page 29	POMA Revenue	\$	-	\$	245,000
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CAPITAL - PARKS IMPROVMENTS

page 63	Grant Revenue	\$	150,000	\$	-
page 255	Laguna Grande Park Improvements	\$	150,000	\$	-

Capital Improvement Program
FY2017/2018 - 2022/2023

	Project	Synopsis SOW	Funding Sources	Fiscal Years								Project Total
				2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Out Years	
					General Fund	Other						
	GOVERNMENT FACILITIES											
1	Library ADA Improvements	see DACTrak	CDBG	\$ 246,888								\$ 246,888
2	Library Roof Drain Replacement		General Fund			\$ 50,000	\$ 150,000					\$ 200,000
3	Oldemeyer ADA Upgrades	See DACTrak	General Fund			\$ 420,000	\$ 1,700,000					\$ 2,120,000
4	Oldemeyer Re-Roof	Garland report	General Fund			\$ 350,000						\$ 350,000
5	Oldemeyer Boiler Replacement		General Fund		\$ 75,000							\$ 75,000
6	Oldemeyer Auditorium Doors		Mtn Account		\$ 40,000							\$ 40,000
7	Oldemeyer Refurbishment	Auditorium Floor, Automatic Doors, Furniture, Interior & Exterior Painting	General Fund								\$ 300,000	\$ 300,000
8	Oldemeyer ADA Upgrades	See DACTrak	General Fund						\$ 70,000	\$ 580,000		\$ 650,000
9	Oldemeyer, Patullo & YEC Parking Lot Refurbish	Seal & Stripe	General Fund				\$ 75,000					\$ 75,000
10	Pattullo Swim Center ADA Upgrades	See DACTrak	General Fund								\$ 70,000	\$ 70,000
11	City Hall ADA Improvements	(Door Upgrades \$180k) Threshold, Doors, Push-Button Entry &Landings, See DACTrak	General Fund			\$ 180,000	\$ 260,000	\$ 1,090,000				\$ 1,530,000
12	City Hall Refurbishment	CC staff seating, locking doors, carpeting in mezz & rooms, painting.	General Fund	\$ 12,500	\$ 100,000	\$ 100,000	\$ 100,000	\$ 40,000				\$ 352,500
13	City Hall HVAC Upgrade		Lease/Purchase Financing	\$ 466,384								\$ 466,384
14	City Hall Generator		General Fund / Water Fund			\$ 250,000						\$ 250,000
15	City Hall Reroof		General Fund								\$ 300,000	\$ 300,000
16	City Hall Energy Efficiency Project	347-0-8910-9539 Solar Panels, 100-0-8310-8187 Replace Windows (\$150k).	Lease/Purchase Financing	\$ 595,000		\$ 150,000						\$ 745,000
17	City Hall/Library Parking Lot	Reseal & Stripe	General Fund			\$ 150,000					\$ 50,000	\$ 200,000
18	City Hall Expansion		General Fund								\$ 42,000,000	\$ 42,000,000
19	City Facilities Plan	Government facilities needs assessment with concept-level building scenarios	General Fund		\$ 40,000	\$ 60,000						\$ 100,000
20	Corporation Yard Re-Roof		General Fund								\$ 200,000	\$ 200,000
21	Vehicle Maintenance Reroof		General Fund								\$ 200,000	\$ 200,000
22	Corporation Yard Interior & Exterior Painting		General Fund								\$ 20,000	\$ 20,000
23	Corporation Yard Relocation		Developer								\$ 28,000,000	\$ 28,000,000
24	Demolition of Surplus II Buildings		FORA, Developer		\$ 5,200,000			\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 3,550,000	\$ 14,750,000
25	Vehicle Maintenance Lighting Upgrades		General Fund, PG&E OBF									
26	PD Parking Lot Upgrades	Expansion (\$250k) and Security Upgrades (\$100k)	General Fund			\$ 100,000	\$ 250,000		\$ 27,000	\$ 27,000	\$ 27,000	\$ 81,000
27	Fire Station ADA Upgrades	DACTrak	General Fund			\$ 275,000						\$ 275,000
28	Fire Station #1 Upgrades	Vehicle Storage at Lloyd Way Storage Yard (60k) Parking (200k) Retaining Wall (250k)	General Fund	\$ 35,000	\$ 25,000	\$ 250,000					\$ 200,000	\$ 510,000
29	Fire Station #1 Refurbishment	Painting (\$70k)and Reroof (\$350k)	General Fund			\$ 70,000	\$ 350,000					\$ 420,000
30	YEC Building ADA Upgrades	Site Renovations ADA \$280k. Painting	General Fund/Maint Fund			\$ 280,000						\$ 280,000
31	YEC Park	Replace mini-golf	General Fund					\$ 200,000				\$ 200,000
32	Soper Community Building Refurbishment	Carpet, Painting, Standby Generator for housing/EDC	General Fund								\$ 150,000	\$ 150,000
33	Soper Community ADA Upgrades	See DACTrak	General Fund			\$ 2,200,000						\$ 2,200,000
	Subtotals - Government Facilities Projects			\$ 1,355,772	\$ 240,000	\$ 5,240,000	\$ 4,885,000	\$ 2,885,000	\$ 3,330,000	\$ 2,097,000	\$ 2,607,000	\$ 75,067,000
	PARKS											
34	Laguna Grande & Roberts Park Improvements	ADA \$825k. 342-0-8910-9569 Playground & ADA. Site Furnishings (90k Roberts ADA)	General Fund / Grants	\$ 12,100	\$ 150,000						\$ 875,000	\$ 1,037,100
35	Cutino Park Renovation	348-0-8910-9517 Master Plan Upgrades. 348-0-8910-9516 B-Ball Courts	General Fund / Grants	\$ 217,900	\$ 1,800,000							\$ 2,017,900
36	National Monument Access Signs	Fort Ord Visitor Sign	General Fund		\$ 25,000			\$ 25,000				\$ 50,000
37	Recreation Facilities east of General Jim Moore		Development Fees								\$ 300,000	\$ 300,000
38	Park Upgrades	Capra design \$210k ADA \$190K, Metz ADA \$376k, Pachetti ADA 160k, Wheeler Rstms \$250k ADA \$89k	General Fund	\$ 25,000	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,375,000
	Subtotals - Parks Projects			\$ 255,000	\$ 175,000	\$ 1,950,000	\$ 200,000	\$ 200,000	\$ 225,000	\$ 200,000	\$ 200,000	\$ 1,375,000
												\$ 4,780,000
	SPECIAL PROJECTS											
39	Decorative Streetlight Retrofits	OBF through PG&E (AMBAG) retrofitting light on GJM & Seaside Highland with LED	PG&E OBF	\$ 250,000								\$ 250,000
40	Lightfigther Overhead Sign Removal		FORA	\$ 87,000								\$ 87,000
41	Auto Center Towers Maintenance		General Fund						\$ 80,000			\$ 80,000
42	Alternative Energy Source Study		General Fund, PG&E OBF					\$ 250,000				\$ 250,000
43	City Fence Removal on GJM & Coe Avenue		FORA/General Fund								\$ 500,000	\$ 500,000
44	ADA Transition Plan	see DACTrak Report	General Funds			\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 600,000
44	Geographical Information System	Needs assessment and upgrade (50k-incode upgrade) Implementation	General Funds			\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
45	Laguna Grande Well Refurbishment (local water project)	Grant from MPWMD-this has nothing to do with the muni water system	MPWMD/General Fund	\$ 136,900	\$ 50,000							\$ 186,900
	Subtotals - Special Projects			\$ 473,900	\$ -	\$ 50,000	\$ 150,000	\$ 150,000	\$ 400,000	\$ 230,000	\$ 150,000	\$ 650,000
												\$ 2,253,900
	STORMWATER											
46	Plumas Storm Drain Improvements		Grant								\$ 500,000	\$ 500,000
47	Kimball Avenue Storm Drain Improvements		Stormwater (Fund 271)								\$ 1,600,000	\$ 1,600,000
48	90 Inch Bay Avenue Outfall (Phase 1)		Stormwater								\$ 10,140,000	\$ 10,140,000
49	90-inch Storm Drain Outfall Repair (Phase 3)	Safety grate & channels for overflow structure	Stormwater			\$ 45,000						\$ 45,000
50	Del Monte Manor Storm Drain Improvements	Abandon outfall to DMM & install retention system	Stormwater/Grant		\$ 20,000	\$ 500,000						\$ 520,000
51	Broadway Ave. at Fremont Blvd. Capacity Improvements		Stormwater								\$ 325,000	\$ 325,000
52	Canyon Del Rey at Hamilton Avenue Capacity Improvements.		Stormwater								\$ 229,000	\$ 229,000
53	Del Monte Blvd. at Auto Center Parkway Capacity Improvements.		Stormwater								\$ 415,000	\$ 415,000
54	Dredge Laguna Grande and Roberts Lake		IRWMP/JPA								\$ 7,840,000	\$ 7,840,000
55	Hamilton Avenue at Fremont Blvd. Capacity Improvements		Stormwater								\$ 2,535,000	\$ 2,535,000
56	Hilby Avenue Storm drain Infrastructure Improvements		Stormwater								\$ 12,123,000	\$ 12,123,000
57	John Street at Redwood Avenue Capacity Improvements		Stormwater								\$ 100,000	\$ 100,000
58	Military Avenue at Mendocino Capacity Improvements		Stormwater								\$ 31,000	\$ 31,000
59	Olympia Ave. at Catalina Street Storm drain Improvements.		Stormwater								\$ 355,000	\$ 355,000
60	Roberts Lake Outfall Improvements	Repair End wall. Install Pump; \$200,000 Excavate culvert	Stormwater/FEMA		\$ 200,000						\$ 23,000,000	\$ 23,200,000
61	Parking Authority Trash		Parking Authority (103)			\$ 80,000						\$ 80,000

Capital Improvement Program
FY2017/2018 - 2022/2023

	Project	Synopsis SOW	Funding Sources	Fiscal Years									Project Total
				2016/2017	2017/2018		2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	Out Years	
					General Fund	Other							
62	Storm Drain Water Quality Project	NPDES Trash Amendment (\$40k for FS + \$5M Construct)	Stormwater	\$ 40,000				\$ 50,000	\$ 435,000	\$ 2,100,000	\$ 2,200,000	\$ 275,000	\$ 5,100,000
63	Del Monte Blvd Storm Drain Diversion		General Fund / Grant		\$ 10,000	\$ 1,200,000		\$ 1,127,000					\$ 2,337,000
64	Stormwater Master Plan Update		Stormwater / Grant				\$ 600,000						\$ 600,000
65	Hwy 1 Storm drain Abandonment		Stormwater				\$ 250,000						\$ 250,000
66	Circle Avenue Storm drain Repair	Repair Sinkhole	Stormwater					\$ 50,000	\$ 250,000				\$ 300,000
	Subtotals - Stormwater Projects			\$ 40,000	\$ 30,000	\$ 1,900,000	\$ 975,000	\$ 1,227,000	\$ 685,000	\$ 2,100,000	\$ 2,200,000	\$ 59,468,000	\$ 68,625,000
	TRANSPORTATION												
67	West Broadway Infrastructure Improvements	RSTP Fair Share (\$221,901 - \$70,000 = \$151,901)	RSTP/SCSD/ATP	\$ 7,380,568		\$ 151,901							\$ 7,532,469
68	Parking Authority Seal Coat, Striping & ADA		Parking Authority (103)						\$ 280,000			\$ 100,000	\$ 380,000
69	Sign Retro Reflectivity Upgrades & Street Name Signs		General Fund				\$ 50,000	\$ 50,000	\$ 50,000				\$ 150,000
45	Canyon Del Rey Corridor Analysis	Caltrans FHWA Partnership w/ TAMC & DRO	TAMC/Del Rey Oaks/General Fund		\$ 20,000	\$ 175,000							\$ 195,000
46	General Jim Moore & Eucalyptus Improvements	Repair failing cut slopes, embankments, & storm drain systems	FORA, General Fund			\$ 100,000						\$ 1,200,000	\$ 1,300,000
47	Fremont Bus Improvements	Preemption	Grant									\$ 446,000	\$ 446,000
48	San Pablo / Nadina Intersection Improvements		FORA			\$ 10,000						\$ 396,000	\$ 406,000
49	Hilby Avenue Street Rehabilitation	Cal Am Upgrades \$1.6M, Corner Acquisition \$100k Add Paving \$300k	Developer/Grant Funds			\$ 1,600,000							\$ 1,600,000
50	Monterey Road Hwy 1 Interchange	Create PSR \$300k, Design \$4M, Construct \$20M	FORA, Developer					\$ 300,000		\$ 4,000,000		\$ 20,000,000	\$ 24,300,000
51	Monterey/Fremont/SR1 Improvements	TIA to study for Roundabout Feasibility (RSTP Fair Share less WBUV)	General Fund / RSTP		\$ 50,000	\$ 70,000						\$ 250,000	\$ 370,000
52	Pavement Management Program	Playa Ave, Hilby, Residential - dig-outs east of Fremont south of Broadway (\$300 MeasX)	Tax Fund/Measure X/RSTP	\$ 40,000		\$ 300,000	\$ 630,000	\$ 500,000	\$ 500,000	\$ 400,000	\$ 400,000	\$ 3,000,000	\$ 5,770,000
53	ADA Road Upgrades	see DACTrak Report (use MeasX)	Measure X				\$ 300,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 40,600,000	\$ 41,700,000
54	Bike-safe Grate Upgrades	temp fix grates then replace as funding becomes available Meas X (\$200k)	Risk Mgmt / Meas X	\$ 60,000	\$ 60,000	\$ 200,000						\$ 500,000	\$ 820,000
55	San Pablo Bridge Upgrade	Assessment \$44k,	RSTP							\$ 44,000		\$ 1,000,000	\$ 1,044,000
56	Speed Survey	Speed Survey	RSTP				\$ 115,000						\$ 115,000
57	Roundabout Implementation	Study GJM & Del Monte at Broadway, Implement GJM@Coe(\$1.5M) and Broadway(\$3M)	RSTP / Gas Tax / Grants				\$ 60,000	\$ 1,500,000	\$ 3,000,000				\$ 4,560,000
58	Fremont Trinity Pedestrian Improvements	Bulb Outs	RSTP				\$ 350,000						\$ 350,000
59	Broadway/Del Monte/Fremont Time Limited Parking		General Fund									\$ 100,000	\$ 100,000
	Subtotals - Transportation Projects			\$ 7,480,568	\$ 130,000	\$ 2,606,901	\$ 1,505,000	\$ 2,550,000	\$ 4,030,000	\$ 4,644,000	\$ 600,000	\$ 67,592,000	\$ 91,138,469
	WATER												
60	Water Master Plan/Rate Study		Water Funds	\$ 308,711									\$ 308,711
61	Meter & Backflow Replacement		Water Funds	\$ 153,653			\$ 100,000				\$ 750,000	\$ 770,000	\$ 1,773,653
62	Well Replacement		Water Funds/Loans				\$ 200,000	\$ 870,000					\$ 1,070,000
63	Main Replacements		Water Funds					\$ 90,000	\$ 312,000				\$ 402,000
64	Water Security Updates	Gate lock; SCAPA	Water Funds	\$ 279,570					\$ 312,000				\$ 591,570
65	Replacement Water Source		Water Funds						\$ 57,000	\$ 50,000	\$ 50,000		\$ 157,000
66	Arch Flash Hazard mitigation for Water System	Arc Flash Study	Water Funds			\$ 30,000	\$ 100,000						\$ 130,000
	Subtotals - Water Projects			\$ 741,934	\$ -	\$ 30,000	\$ 400,000	\$ 960,000	\$ 681,000	\$ 50,000	\$ 800,000	\$ 770,000	\$ 4,432,934
	SANITATION DISTRICT ^A												
67	Fremont Blvd. Sewer Upgrade Design and Construction ¹		SCSD	\$ 895,082									\$ 895,082
68	Del Monte Lift Station Upgrades Design and Construction		SCSD	\$ 1,076,853									\$ 1,076,853
69	Rosita Lift Station Upgrades Construction		SCSD	\$ 106,575									\$ 106,575
70	942 Angelus Way Sewer Upgrade Design and Construction		SCSD	\$ 351,472									\$ 351,472
71	Del Rey Park Sewer Upgrade Design and Construction		SCSD	\$ 120,200									\$ 120,200
72	Del Monte Blvd. Sewer Upgrade Design and Construction		SCSD				\$ 265,000	\$ 1,403,940					\$ 1,668,940
73	Military Lift Station Replacement Construction		SCSD	\$ 720,806									\$ 720,806
74	Luzern St. Sewer Upgrade Design and Construction		SCSD	\$ 75,000									\$ 75,000
75	La Salle Ave. Sewer Upgrade Design and Construction		SCSD	\$ 115,000									\$ 115,000
76	Tioga Lift Station Upgrade		SCSD					\$ 253,000					\$ 253,000
77	Birch Ave. Sewer Upgrade Design and Construction		SCSD							\$ 686,100			\$ 686,100
78	Root Intrusion Sewer Replacement Design and Construction		SCSD								\$ 1,200,000	\$ 3,585,250	\$ 4,785,250
79	Brick Manhole Inspection		SCSD									\$ 412,000	\$ 412,000
80	Drop Manhole Inspections		SCSD									\$ 500,000	\$ 500,000
81	Manhole Lids		SCSD									\$ 105,000	\$ 105,000
82	Rod Hole Replacement		SCSD									\$ 1,320,000	\$ 1,320,000
83	New Manhole Installations		SCSD									\$ 3,309,901	\$ 3,309,901
84	Canyon Del Rey Sewer Line Replacement		SCSD						\$ 160,000	\$ 403,000			\$ 563,000
85	Highway 1 Sewer Line Cleaning Design and Construction		SCSD	\$ 40,500			\$ 150,001						\$ 190,501
86	LAFCO Application		SCSD					\$ 200,000					\$ 200,000
87	Sutter Street Sewer Main Replacement		SCSD	\$ 60,000			\$ 300,000					\$ 360,000	\$ 720,000
88	Sewer Master Plan		SCSD	\$ 65,332							\$ 163,000		\$ 228,332
	Subtotals - Sanitation Projects			\$ 3,626,820	\$ -	\$ -	\$ 715,001	\$ 1,856,940	\$ 160,000	\$ 1,089,100	\$ 1,363,000	\$ 9,592,151	\$ 18,403,012
	Totals			\$ 13,973,994	\$ 575,000	\$ 11,776,901	\$ 8,830,001	\$ 9,828,940	\$ 9,511,000	\$ 10,410,100	\$ 7,920,000	\$ 214,514,151	\$ 287,340,087

¹ Included in the West Broadway Infrastructure Improvements project

EXISTING PROJECT
NEW PROJECT



OLDEMEYER CENTER BOILER REPLACEMENT

Capital Improvement Project Information Sheet

Project Location: Oldemeyer Center

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☒ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

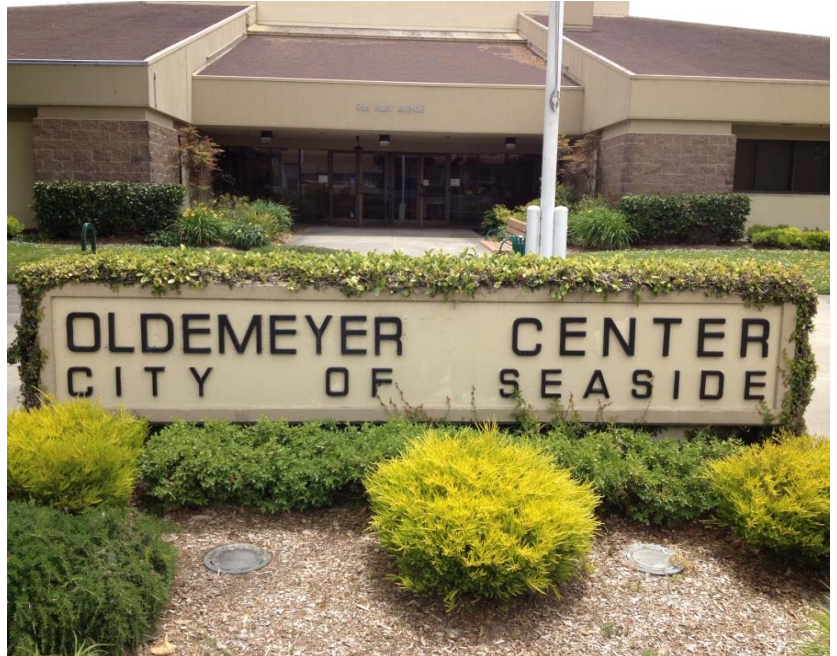
- ☐ Preliminary
- ☐ Planning
- ☐ Design
- ☒ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Redevelopment (981/991)
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☐ Other:



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$8,000	\$8,000	\$0	\$0
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$2,000	\$2,000	\$0	\$0
Construction Cost	\$60,000	\$60,000	\$0	\$0
Contingency	\$5,000	\$5,000	\$0	\$0
Total	\$75,000	\$75,000	\$0	\$0

Project Description

The existing boiler is old and has outlived its useful life. The project will replace the boiler at the Oldemeyer Center.



OLDEMEYER CENTER AUDITORIUM DOORS

Capital Improvement Project Information Sheet

Project Location: 986 Hilby Avenue

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☒ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/18

- ☐ Preliminary
- ☐ Planning
- ☐ Design
- ☒ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☐ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☒ Other:



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$0	\$0	\$0	\$0
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Construction Cost	\$36,400	\$36,400	\$0	\$0
Contingency	\$3,600	\$3,600	\$0	\$0
Total	\$40,000	\$40,000	\$0	\$0

Project Description

The project is to replace room dividing partitions that are now unsafe and pose a safety hazard due to wear and tear. Repairing the room dividing partitions will allow multiple rentals in the auditorium.



CITY HALL REFURBISHMENTS

Capital Improvement Project Information Sheet

Project Location: 440 Harcourt Avenue

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☒ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/18

- ☐ Preliminary
- ☐ Planning
- ☐ Design
- ☒ Construction



Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☐ Other:

Project Cost Breakdown

	Total Project Cost	Prior Years	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$15,000	\$0	\$0	\$15,000	\$0
Project Management	\$0	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0	\$0
Construction Cost	\$293,000	\$12,500	\$90,000	\$75,000	\$128,000
Contingency	\$32,000	\$0	\$10,000	\$10,000	\$12,000
Total	\$340,000	\$12,500	\$100,000	\$100,000	\$140,000

Project Description

The project will refurbish City Hall with new carpeting, create staff seating in the Council Chambers, paint interior walls and upgrade front doors. First phase will remove and replace carpeting.

PRINTED: 6/30/2017



CITY FACILITIES PLAN

Capital Improvement Project Information Sheet

Project Location: Government Buildings City Wide

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☒ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☒ Planning
- ☐ Design
- ☐ Construction



Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SC&D (951)
- ☐ Grant:
- ☐ Other:



Project Cost Breakdown

	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$100,000	\$40,000	\$60,000	\$0
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Construction Cost	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0
Total	\$100,000	\$40,000	\$60,000	\$0

Project Description

Provide a government building needs assessment with concept-level building scenarios.



DEMOLITION OF SURPLUS II BUILDINGS

Capital Improvement Project Information Sheet

Project Location: Surplus II Area of the former Fort Ord

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☒ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☐ Planning
- ☐ Design
- ☒ Construction



Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:



Funding Sources

- ☐ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☒ Other: FORA/Develop



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$0	\$0	\$0	\$0
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Construction Cost	\$14,750,000	\$5,200,000	\$0	\$9,550,000
Contingency	\$0	\$0	\$0	\$0
Total	\$14,750,000	\$5,200,000	\$0	\$9,550,000

Project Description

Surplus II is bounded by Col. Durham to the north, Gigling to the south, 7th Avenue to the east and Malmady to the west. The developer working with FORA will begin demolishing the buildings located at this site to prepare for future development.

PRINTED: 6/14/2017



FIRE STATION #1 UPGRADES

Capital Improvement Project Information Sheet

Project Location: 1635 Broadway Avenue

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☒ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☐ Planning
- ☐ Design
- ☒ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☐ Other:



Project Cost Breakdown	Total Project Cost	Prior Years	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$35,000	\$0	\$0	\$15,000	\$20,000
Project Management	\$0	\$0	\$0	\$0	\$0
Construction Management	\$13,000	\$0	\$0	\$3,000	\$10,000
Construction Cost	\$370,000	\$35,000	\$20,000	\$150,000	\$200,000
Contingency	\$57,000	\$0	\$5,000	\$32,000	\$20,000
Total	\$475,000	\$35,000	\$25,000	\$200,000	\$250,000

Project Description

Provide temporary building for Fire Department vehicle on Joe Lloyd Way in FY 2017/2018 and in subsequent years design and construct retaining wall and expand the on-site parking lot.

PRINTED:

7/3/2017



LAGUNA GRANDE / ROBERTS LAKE PARK IMPROVEMENTS

Six Year Capital Improvement Project Information Sheet

Project Location: Roberts Lake

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☒ Parks
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

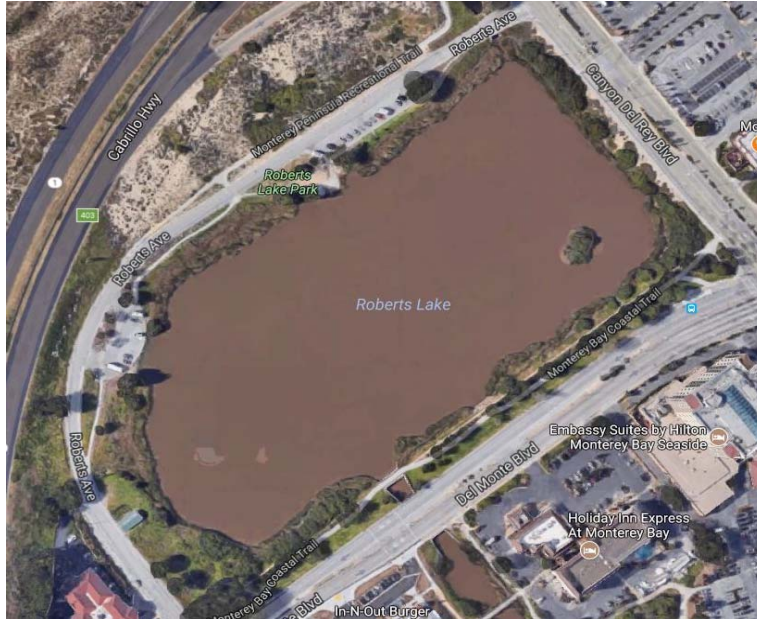
- ☐ Preliminary
- ☒ Planning
- ☒ Design
- ☒ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☐ General Fund (100)
- ☐ Redevelopment (981/991)
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☒ Grant
- ☐ Other:



Project Cost Breakdown

	Total Project Cost	Prior Years	2017/2018	2018/2019	Future FY
Planning/Environmental/Engineering	\$89,800	\$0	\$19,800	\$0	\$70,000
Project Management	\$30,000	\$0	\$0	\$0	\$30,000
Construction Management	\$96,700	\$0	\$9,200	\$0	\$87,500
Construction Cost	\$735,000	\$12,100	\$110,000	\$0	\$625,000
Contingency	\$73,500	\$0	\$11,000	\$0	\$62,500
Total	\$1,025,000	\$12,100	\$150,000	\$0	\$875,000

Project Description

Fiscal Year 2017/2018 improvements include creating a eco classroom and nature play area. Future project costs are to improve facility around both lakes, restoring pathways for compliance with ADA, restroom upgrades, and compliant site furnishings.

PRINTED: 7/10/2017



CUTINO PARK RENOVATIONS

Six Year Capital Improvement Project Information Sheet

Project Location: Northeast corner of San Pablo and Noche Buena

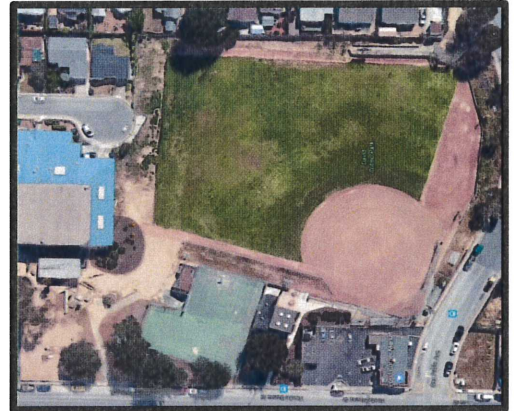
Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☒ Parks
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☒ Planning
- ☒ Design
- ☒ Construction

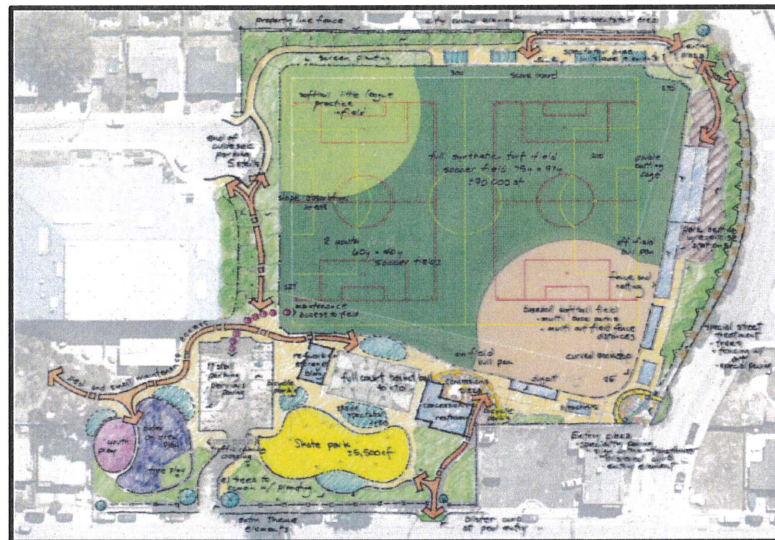


Project Justification

- ☒ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Redevelopment (981/991)
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☒ Grant: CDBG
- ☐ Other:



Project Cost Breakdown	Total Project Cost	Prior Years	FY 2017/18	FY 2018/19	Future FY
Planning/Environmental/Engineering	\$73,750	\$217,900	\$73,750	\$0	\$0
Project Management	\$0	\$0	\$0	\$0	\$0
Construction Management	\$103,250	\$0	\$103,250	\$0	\$0
Construction Cost	\$1,475,000	\$0	\$1,475,000	\$0	\$0
Contingency	\$148,000	\$0	\$148,000	\$0	\$0
Total	\$1,800,000	\$217,900	\$1,800,000	\$0	\$0

Project Description

Design and construction renovations of Cutino Park to include new turf field for multi sports, batting cages, renovate the storage facility, renovations to the concession stand and restrooms, new playground equipment, incorporate parking facility and skate park, including accessibility improvements.

PRINTED: 7/3/2017



NATIONAL MONUMENT ACCESS SIGNAGE

Six Year Capital Improvement Project Information Sheet

Project Location: General Jim Moore/Giggling/Lightlighter

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☒ Parks
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Construction Start: FY 2017/2018

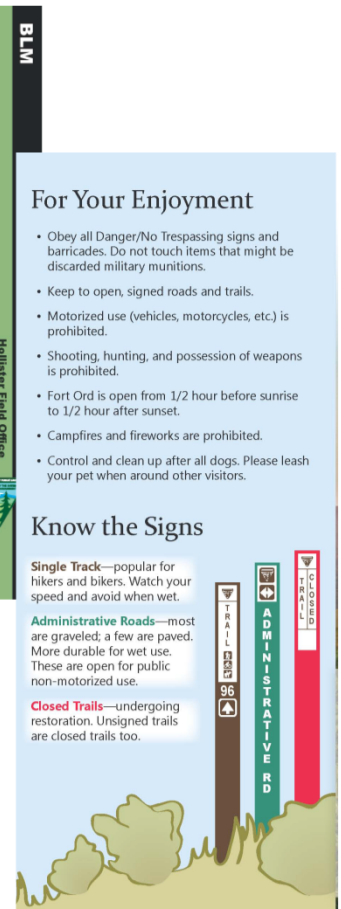
- ☒ Preliminary
- ☒ Planning
- ☐ Design
- ☒ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☐ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Redevelopment (981/991)
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant: Parks Bond Act, MPRPD
- ☐ Other:



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$15,000	\$15,000	\$0	\$0
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Construction Cost	\$35,000	\$10,000	\$0	\$25,000
Contingency	\$0		\$0	\$0
Total	\$50,000	\$25,000	\$0	\$25,000

Project Description

Identify and provide wayfinding signage on major arterials to the National Monument entrances.

PRINTED: 6/9/2017



PARK UPGRADES

Six Year Capital Improvement Project Information Sheet

Project Location: Neighborhood Parks throughout Seaside

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☒ Parks
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☒ Planning
- ☒ Design
- ☒ Construction

Project Justification

- ☒ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Redevelopment (981/991)
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☒ Grant
- ☐ Other:



Project Cost Breakdown	Total Project Cost	Prior Years	FY 2017/18	FY 2018/19	Future FY
Planning/Environmental/Engineering	\$73,000	\$0	\$40,000	\$10,000	\$23,000
Project Management	\$2,000	\$0	\$0	\$0	\$2,000
Construction Management	\$2,000	\$0	\$0	\$0	\$2,000
Construction Cost	\$430,000	\$25,000	\$100,000	\$0	\$330,000
Contingency	\$43,000	\$0	\$10,000	\$0	\$33,000
Total	\$550,000	\$25,000	\$150,000	\$10,000	\$390,000

Project Description

This project consist of upgrading elements of neighborhood parks to improve existing features.

PRINTED: 7/10/2017



LAGUNA GRANDE WELL REFURBISHMENT

Six Year Capital Improvement Project Information Sheet

Project Location: Laguna Grande Park

Project Type

Project Phase

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☒ Special Projects

Project Start: FY 2017/2018

- ☐ Preliminary
- ☐ Planning
- ☒ Design
- ☒ Construction
- ☐ Project Close Out

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Redevelopment (981/991)
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☒ Other: CAL AM / MPWMD



Project Cost Breakdown

	Total Project Cost	Prior Years	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$40,000	\$40,000	\$0	\$0	\$0
Project Management	\$0	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0	\$0
Construction Cost	\$105,900	\$60,900	\$45,000	\$0	\$0
Contingency	\$11,000	\$6,000	\$5,000	\$0	\$0
Total	\$156,900	\$106,900	\$50,000	\$0	\$0

Project Description

Project consists of redesigning and replacing the head works on the extraction well. Modify wellhead and perform studies to determine feasibility of using well for alternative water source. Add VFD, surge tank, and standpipe for filling portable water tanks. Funds from FY 2016/2017 will be used to complete design and begin construction. An additional cost of \$50,000 is required to complete the project.

PRINTED: 7/10/2017



DEL MONTE MANOR STORM DRAIN IMPROVEMENTS

Capital Improvement Project Information Sheet

Project Location: Northwest Corner of Sonoma Avenue and Yosemite

Project Type

- ☐ Water
- ☒ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☒ Planning
- ☐ Design
- ☒ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☐ General Fund (100)
- ☐ Redevelopment (981/991)
- ☐ Water (401)
- ☒ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☒ Other:



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$ 20,000	\$20,000	\$0	\$0
Project Management	\$ -	\$ -	\$0	\$0
Construction Management	\$ 7,200	\$ 7,200	\$0	\$0
Construction Cost	\$ 448,000	\$ 448,000	\$0	\$0
Contingency	\$ 44,800	\$ 44,800	\$0	\$0
Total	\$ 520,000	\$520,000	\$0	\$0

Project Description

The Project will abandon outfall to Del Monte Manor and install a retention system. Additional funds are needed to secure grant funds for the construction of the improvements.

PRINTED: 7/10/2017



ROBERTS LAKE OUTFALL IMPROVEMENTS

Capital Improvement Project Information Sheet

Project Location: Roberts Lake and Del Monte Beach

Project Type

- ☐ Water
- ☒ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☐ Planning
- ☒ Design
- ☒ Construction

Project Justification

- ☒ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:



Funding Sources

- ☐ General Fund (100)
- ☐ Redevelopment (981/991)
- ☐ Water (401)
- ☒ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☒ Other: FEMA

Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Design	\$2,145,000	\$0	\$0	\$2,145,000
Project Management	\$660,000	\$0	\$0	\$660,000
Construction Management	\$1,980,000	\$0	\$0	\$1,980,000
Construction Cost	\$16,700,000	\$200,000	\$0	\$16,500,000
Contingency	\$1,715,000	\$0	\$0	\$1,715,000
Total	\$23,200,000	\$200,000	\$0	\$23,000,000

Project Description

Excavate one of the culverts. Future upgrades would include using grant funds from FEMA to repair end wall and install pump to breach the sand bar and allow gravity flow through the box culverts.

PRINTED: 7/10/2017



DEL MONTE BLVD STORM DRAIN DIVERSION

Capital Improvement Project Information Sheet

Project Location: Del Monte Blvd

Project Type

- ☐ Water
- ☒ Storm Water
- ☐ Sanitation
- ☐ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☒ Planning
- ☐ Design
- ☒ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☐ Existing Deficiency
- ☐ Other:

Funding Sources

- ☐ General Fund (100)
- ☐ Redevelopment (981/991)
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☒ Other: IRWMP



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$10,000	\$10,000	\$0	\$0
Project Management	\$0	\$ -	\$0	\$0
Construction Management	\$81,000	\$ 81,000	\$0	\$0
Construction Cost	\$2,872,000	\$ 1,745,000	\$0	\$1,127,000
Contingency	\$174,000	\$ 174,000	\$0	\$0
Total	\$ 3,137,000	\$2,010,000	\$0	\$1,127,000

Project Description

The Project will divert storm drain flows to the sanitary sewer system. The project includes a diversion structure, a primary water treatment device, and a stormwater pump station with force main. Solid debris will be collected by the primary treatment device and periodically removed for disposal in a landfill. Additional funds are needed to secure grant funds for the construction of the improvements.

PRINTED: 7/10/2017



WEST BROADWAY INFRASTRUCTURE IMPROVEMENTS PROJECT

Six Year Capital Improvement Project Information Sheet

Project Location: West Broadway Avenue between Del Monte and Fremont

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☒ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

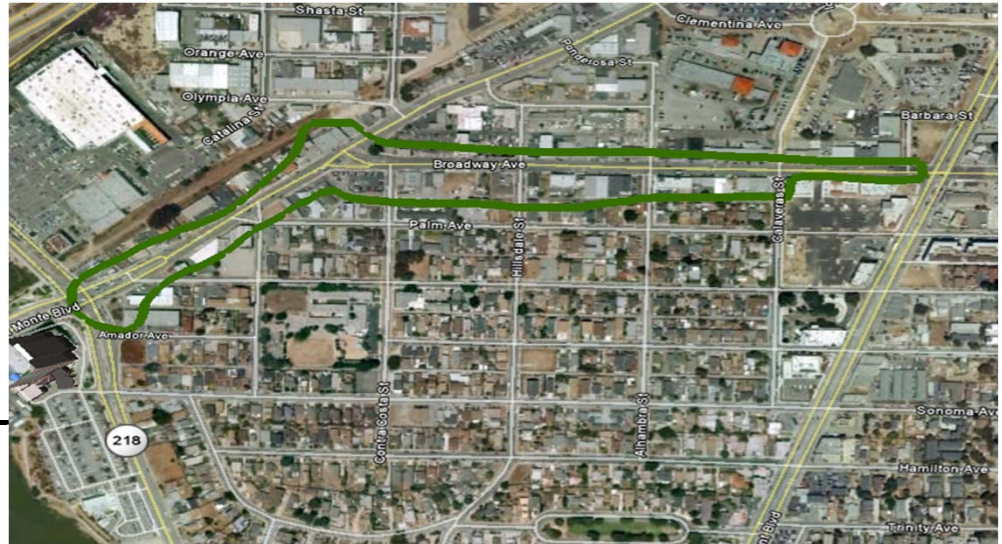
- Project Start: FY 2010/11
- ☐ Preliminary
 - ☐ Planning
 - ☐ Design
 - ☒ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☒ Economic Development
- ☐ Existing Deficiency
- ☐ Other:

Funding Sources

- ☐ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☒ Grant: RSTP/ATP
- ☐ Other:



Project Cost Breakdown

	Total Project Cost	Prior Years	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$ 1,054,584	\$ 1,054,584	\$ -	\$ -	\$ -
Project Management	\$ 93,794	\$ 93,794	\$ -	\$ -	\$ -
Construction Management	\$ 778,000	\$ 778,000	\$ -	\$ -	\$ -
Construction Cost	\$ 6,151,796	\$ 5,999,895	\$ 151,901	\$ -	\$ -
Contingency 10%	\$ 599,990	\$ 599,990	\$ -	\$ -	\$ -
Total	\$ 8,678,164	\$ 8,526,263	\$ 151,901	\$ -	\$ -

Project Description

The construction documents (plans, specifications and cost estimate) for street and utility infrastructure improvements is complete. Construction underway. Additional funds may be needed due to unforeseen circumstances that may arise in the construction phase and close out of state and federal grants documentation.

PRINTED: 6/15/2017



CANYON DEL REY CORRIDOR ANALYSIS

Six Year Capital Improvement Project Information Sheet

Project Location: Canyon Del Rey (Hwy 218) from Hwy 68 to Hwy 1

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☒ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

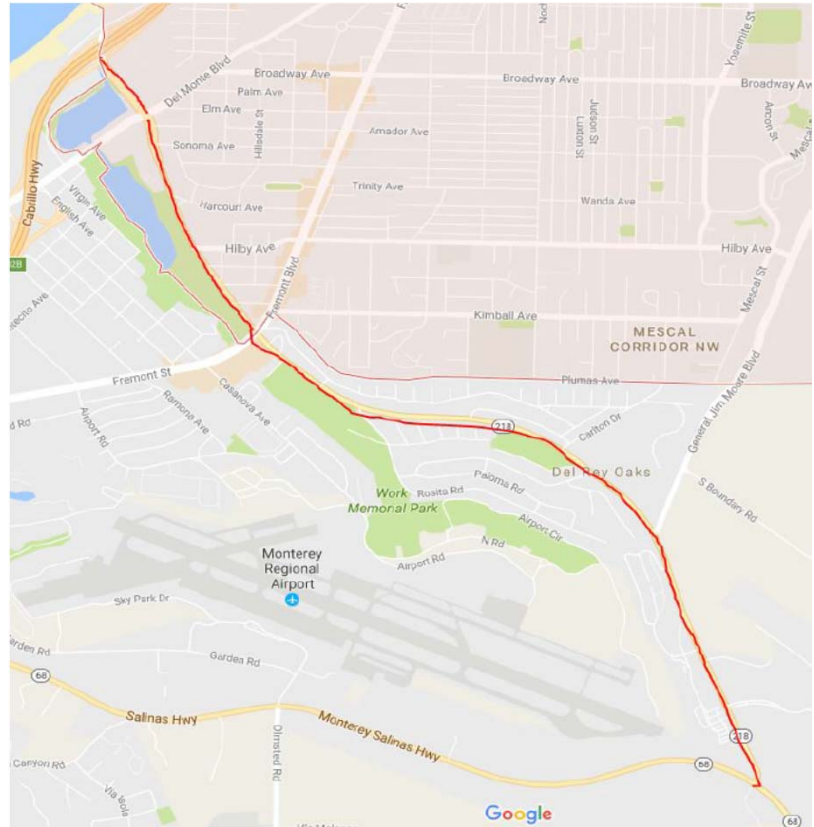
- ☒ Preliminary
- ☒ Planning
- ☐ Design
- ☐ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☒ Department Request
- ☐ Economic Development
- ☐ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant
- ☒ Other: TAMC/Del Rey Oaks



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$195,000	\$195,000	\$0	\$0
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Construction Cost	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0
Total	\$195,000	\$195,000	\$0	\$0

Project Description

The Transportation Agency for Monterey County, in partnership with the Cities of Seaside & Del Rey Oaks received a Strategic Partnerships Planning Grant Application for the Canyon Del Rey Boulevard (State Route 218) Corridor Improvement Plan.



GENERAL JIM MOORE & EUCALYPTUS IMPROVEMENTS

Six Year Capital Improvement Project Information Sheet

Project Location: General Jim Moore & Eucalyptus Road

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☒ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☐ Planning
- ☐ Design
- ☒ Construction



Project Justification

- ☐ State/Federal Mandate
- ☐ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☐ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant
- ☒ Other: FOR A



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$95,000	\$0	\$0	\$95,000
Project Management	\$68,000	\$0	\$0	\$68,000
Construction Management	\$102,000	\$0	\$0	\$102,000
Construction Cost	\$950,000	\$100,000	\$0	\$850,000
Contingency	\$85,000	\$0	\$0	\$85,000
Total	\$1,300,000	\$100,000	\$0	\$1,200,000

Project Description

Prior to acceptance of the roadways, the City is requesting FORA to repair the failing cut slopes, embankments, and storm drain systems on Eucalyptus and General Jim Moore Boulevard.



SAN PABLO / NADINA INTERSECTION IMPROVEMENTS

Six Year Capital Improvement Project Information Sheet

Project Location: San Pablo Avenue at Nadina Street

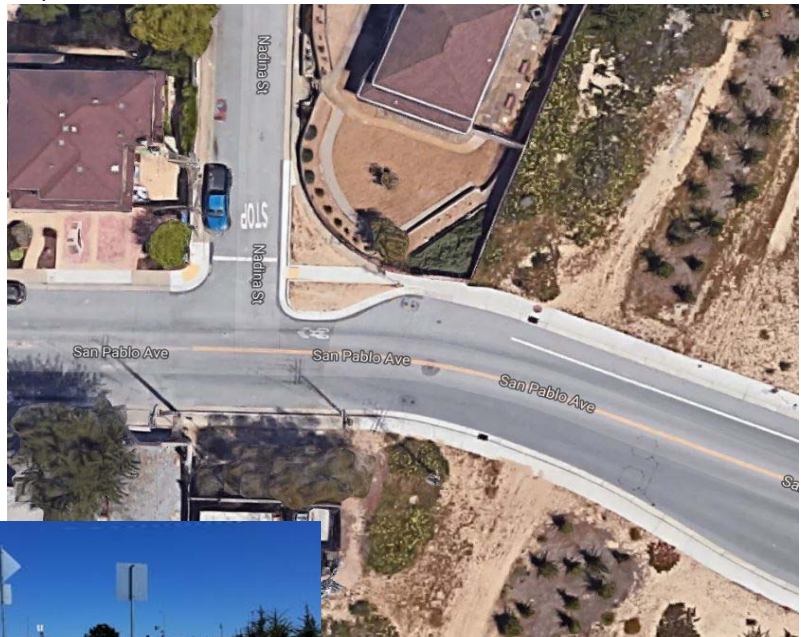
Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☒ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☐ Planning
- ☐ Design
- ☒ Construction



Project Justification

- ☐ State/Federal Mandate
- ☐ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☐ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant
- ☒ Other: FORA



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$31,000	\$0	\$0	\$31,000
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$24,000	\$0	\$0	\$24,000
Construction Cost	\$320,000	\$10,000	\$0	\$310,000
Contingency	\$31,000	\$0	\$0	\$31,000
Total	\$406,000	\$10,000	\$0	\$396,000

Project Description

Construct intersection improvements on the San Pablo Avenue extension to General Jim Moore to improve safety for vehicles traveling westbound. The City is requesting that FORA recommend and implement improvements.

PRINTED: 7/10/2017



HILBY AVE STORM DRAIN AND STREET RECONSTRUCTION

Six Year Capital Improvement Project Information Sheet

Project Location: Hilby Ave from Fremont Blvd. to Yosemite Street

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☒ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

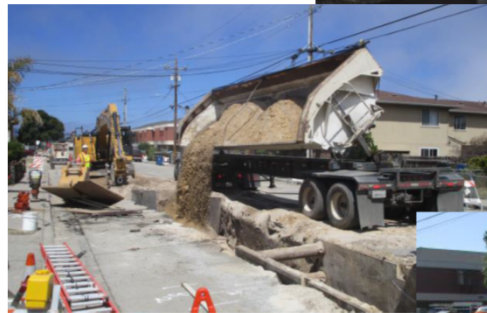
Project Phase

- Project Start: FY 2017/2018
- ☐ Preliminary
 - ☐ Planning
 - ☒ Design
 - ☒ Construction



Project Justification

- ☐ State/Federal Mandate
- ☐ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:



Funding Sources

- ☐ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☒ Other: Cal Am



Project Cost Breakdown	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$0	\$0	\$0	\$0
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Construction Cost	\$1,600,000	\$1,600,000	\$0	\$0
Contingency	\$0	\$0	\$0	\$0
Total	\$1,600,000	\$1,600,000	\$0	\$0

Project Description

California American Water Company is continuing construction of the Monterey Pipeline, a 7-mile transmission main that will bring new sources of water to the Monterey Peninsula from the Pure Water Monterey project in 2018, and eventually, from the planned desalination facility in Marina. Cal Am is implementing the pipeline Fremont Boulevard to Hilby Avenue to Yosemite Street. The project involves reconstruction of the roadway on Hilby Avenue.



MONTEREY/FREMONT/SR 1 IMPROVEMENTS

Six Year Capital Improvement Project Information Sheet

Project Location: Military Avenue, Fremont Blvd, Del Monte Blvd Intersections

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☒ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☒ Preliminary
- ☒ Planning
- ☐ Design
- ☐ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☐ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☒ Other: RSTP-70k



Project Cost Breakdown

	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$120,000	\$120,000	\$0	\$0
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Construction Cost	\$0	\$0	\$0	\$0
Contingency	\$0	\$0	\$0	\$0
Total	\$120,000	\$120,000	\$0	\$0

Project Description

Prepare a Traffic Impact Analysis (TIA) to determine the feasibility for installation of a roundabout at the HWY 1/Fremont/Monterey intersection. Preliminary design of interchange at Child Development Center and roundabouts at Hwy 1.

PRINTED: 7/10/2017



PAVEMENT MANAGEMENT PROGRAM

Six Year Capital Improvement Project Information Sheet

Project Location: Various Streets

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☒ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☐ Preliminary
- ☒ Planning
- ☒ Design
- ☒ Construction

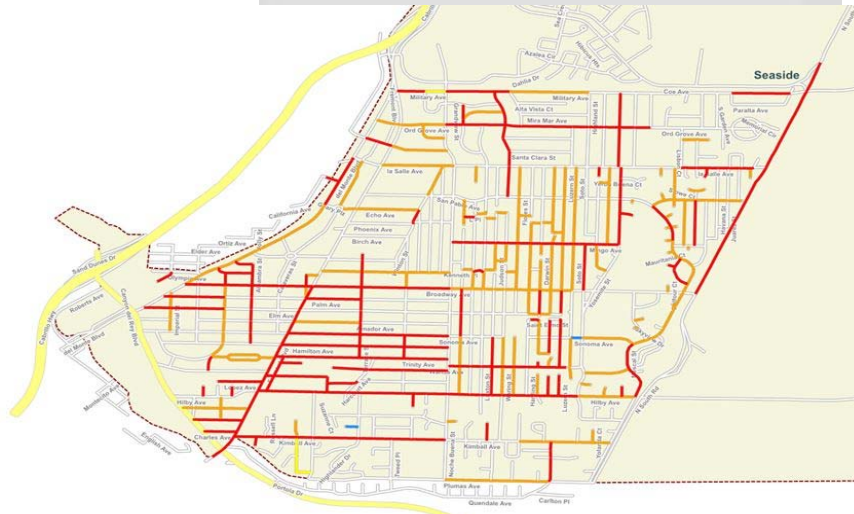


Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☒ Department Request
- ☐ Economic Development
- ☒ Existing Deficiency
- ☐ Other:

Funding Sources

- ☐ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant:
- ☒ Other: Measure X



Project Cost Breakdown	Total Project Cost	Prior Years	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$414,920	\$40,000	\$27,720	\$40,000	\$307,200
Project Management	\$0	\$0	\$0	\$0	\$0
Construction Management	\$316,980	\$0	\$18,180	\$30,000	\$268,800
Construction Cost	\$4,571,000	\$0	\$231,000	\$500,000	\$3,840,000
Contingency	\$457,100	\$0	\$23,100	\$50,000	\$384,000
Total	\$5,760,000	\$40,000	\$300,000	\$620,000	\$4,800,000

Project Description

The project is to update the city's Pavement Management Program, then design and construct the roadway rehabilitation improvement on various roadways that have been identified through the program.

PRINTED: 7/10/2017



BIKE SAFE GRATES

Six Year Capital Improvement Project Information Sheet

Project Location: City wide

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☒ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☒ Preliminary
- ☒ Planning
- ☐ Design
- ☐ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☒ Department Request
- ☐ Economic Development
- ☐ Existing Deficiency
- ☐ Other:

Funding Sources

- ☒ General Fund (100)
- ☐ Successor Agency
- ☐ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant
- ☒ Other: Measure X

Type of Grate	Example Photo
Type 1: Bike Safe (40" by 23" or 40" by 17.5") Kimball Ave Compliant	
Type 2 (37.5" by 19.5") Harcourt Ave Non-compliant	

Project Cost Breakdown

	Total Project Cost	Prior Years	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$0	\$25,000	\$0	\$0	\$0
Project Management	\$0	\$0	\$0	\$0	\$0
Construction Management	\$21,500	\$0	\$0	\$0	\$21,500
Construction Cost	\$695,000	\$35,000	\$260,000	\$0	\$435,000
Contingency	\$43,500	\$0	\$0	\$0	\$43,500
Total	\$760,000	\$60,000	\$260,000	\$0	\$500,000

Project Description

There are 368 storm drain grates that are not bicycle safe. Metal strips will be welded onto those grates that pose a safety hazard. Future improvements include removing and replacing grates with compliant grates.

PRINTED: 7/3/2017



ARC FLASH HAZARD MITIGATION

Six Year Capital Improvement Project Information Sheet

Project Location: Water System

Project Type

- ☐ Water
- ☐ Storm Water
- ☐ Sanitation
- ☒ Transportation
- ☐ Recreational
- ☐ Govt Facilities
- ☐ POMA
- ☐ Special Projects

Project Phase

Project Start: FY 2017/2018

- ☒ Preliminary
- ☒ Planning
- ☐ Design
- ☐ Construction

Project Justification

- ☐ State/Federal Mandate
- ☒ City Priority
- ☒ Department Request
- ☐ Economic Development
- ☐ Existing Deficiency
- ☐ Other:

Funding Sources

- ☐ General Fund (100)
- ☐ Successor Agency
- ☒ Water (401)
- ☐ Storm Water (271)
- ☐ SCSD (951)
- ☐ Grant
- ☐ Other:



Project Cost Breakdown

	Total Project Cost	FY 2017/2018	FY 2018/2019	Future FY
Planning/Environmental/Engineering	\$30,000	\$30,000	\$0	\$0
Project Management	\$0	\$0	\$0	\$0
Construction Management	\$0	\$0	\$0	\$0
Construction Cost	\$90,000	\$0	\$90,000	\$0
Contingency	\$10,000	\$0	\$10,000	\$0
Total	\$130,000	\$30,000	\$100,000	\$0

Project Description

Arc flash hazard is defined as "A dangerous condition associated with the possible release of energy caused by an electric arc." This project will evaluate and identify potential arch flash events in the Water System and incorporate "safety by design" or other mitigation techniques to minimize the level of hazard.



CITY OF SEASIDE/COMMUNITY & ECONOMIC DEVELOPMENT

440 Harcourt Avenue
Seaside, CA 93955

Telephone (831) 899-6735
FAX (831) 899-6211

Dear [First name],

We are very excited to introduce the Environmental Committee to the City of Seaside. This group is dedicated to the mission of investigating and advocating wise environmental policy and action in the areas of air quality, water quality, energy and waste management, flora and fauna protection and community planning. With the experience, education, and wisdom collectively possessed by the Committee, we confidently aim to positively impact the community guided by our objectives.

The work of the Committee will not be restricted to these members alone; it is our desire to cooperate with and utilize the interest and skills of each resident, environmental group, and non-profit organization dedicated to helping our community achieve the Committee objectives. With that in mind we are interested in gathering input from community organizations and leaders to learn what the environmental-related issues are most relevant and pressing to you. The Committee would like to know your responses to the following questions:

- In what environmental related areas would you like to see more action from the City of Seaside? (waste and litter, water, greenhouse gas emissions reductions, beautification, and tree planting, etc.)
- What is the City of Seaside doing well and should continue doing, related to environmental action?
- What role would you and your organization like to take in helping support environmental action within the City of Seaside? (advocacy, outreach, grant partnership, etc.)
- How would you like to stay informed of Committee actions, progress and partnership opportunities?

Our community will better thrive and succeed in meeting environmental objectives with the participation and support of everyone. Thank you, environmental advocates of Seaside, for welcoming this newly formed Environmental Committee and celebrating this announcement as it is the first of many great things to come.

April 7, 2015
Page 2

Our group currently consists of seven community members with two additional seats available. To apply to be a member of the Environmental Committee, please express interest to the contact below to obtain an application. I would encourage anyone with any questions, comments, or concerns to contact us at brocha@ci.seaside.ca.us

Everyone on the committee looks forward to your involvement at one of our upcoming meetings, which are held on the second Tuesday of every month at 5:30pm in the City Council Chambers located at 440 Harcourt Ave.

Respectfully,

Beth Rocha
Environmental Committee Staff Liaison

and

The City of Seaside's Environmental Committee:
Lacey Raak, Chair
Kristin Molle, Vice Chair
Kera Abraham-Panni
Laura Murphy
Paul Oelfke
Christine Revelas
Jon Wizard



CITY OF SEASIDE STAFF REPORT

Item No.: 6.D.

TO: Environmental Committee

BY:

DATE: June 12, 2018

**SUBJECT: STAFF PRESENTATION TO INTRODUCE THE TOPIC OF
COMMERCIAL RECYCLING, LITTER, AND SEASIDE MUNICIPAL
CODE CHAPTER 8.28: SOLID WASTE**

PURPOSE & RECOMMENDATION

The purpose of this presentation is to introduce the topic of recycling, litter, and waste to the Environmental Committee to generate discussion and possible action.

BACKGROUND

The Seaside municipal code chapter on solid waste was updated in 2016. It requires all commercial businesses to subscribe to weekly garbage collection services.

"8.28.100 Universal service requirements.

A. Mandatory Subscription. No person shall reside, inhabit or lease to any other person residential property, and no person shall operate any business or lease to any other person commercial property within the city, at any time during which franchised discarded materials collection service is not being provided to the premises by a city-authorized service provider, unless exempt as provided herein. No real estate broker, service or salesperson shall arrange for such rentals without assuring that the agreement includes requirements that such services exist. The legal owner of property and the occupant of such property shall each be separately responsible for ensuring compliance with Additionally, California Assembly Bill 341 ([AB 341](#)), which became effective July 1, 2012, mandates recycling for all businesses in California producing 4 cubic yards or more of garbage per week. However, this means not all businesses are required to recycle. However, California Assembly Bill 1826 ([AB1826](#)) was signed into law in 2014, mandating organics recycling for businesses in California. By 2020, all businesses in California producing 2 cubic yards or more of garbage per week are required to subscribe to organic material collection services.

The city code regarding recyclables and organics diversion reads as follows:

" 8.28.110 Recyclables and organics diversion requirements.

City may make rules or policies from time to time which may require generators or specific groups of generators to participate in recycling related activities in order to be compliant with or otherwise support applicable law. Such rules or policies may include but are not limited to: requiring participation in recyclable materials and/or organic materials collection programs; requiring education of customers, employees, and visitors about recycling programs; and requiring submittal of reports to city about recycling related activities. (Ord. [1028](#), 2016)."

ATTACHMENTS

None

Meeting Date: June 12, 2018



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.F.

TO: Environmental Committee

BY:

DATE: June 12, 2018

**SUBJECT: ENVIRONMENTAL COMMITTEE WORK PLAN OVERVIEW AND
PRIORITY SETTING EXERCISE**

PURPOSE & RECOMMENDATION

Staff will present the Environmental Committee Work Plan and Committee Member Lacy Raak will lead a priority setting exercise with the committee members.

BACKGROUND

In July of 2017 the City Council approved a revised and updated Boards, Commissions and Committees Handbook, which included a new required element that each advisory body would produce an annual work plan for approval by the City Council. The intent of the work plan is to be a vehicle of communication between the City Council and the advisory bodies to help put in place actions to fulfill the City Council's goals and vision. The plans will also assist advisory bodies and staff liaisons to maintain focus, have clear guidance and set a reasonable workload for the coming year.

On May 17, 2018 the City Council/Successor Agency received presentations on Boards, Commissions & Committees annual work plans for fiscal year 2018-19. This presentation included the Environmental Committee work plan (Attachment 1).

ATTACHMENTS

1. Attachment 1 - FY 2018-19 Work Plan
-

**Environmental Committee
Annual Work Plan
Looking Ahead to FY 2018-2019
July 1, 2018 - June 30, 2019**

**Lacey Raak: Chair
Kay Cline
Paul Elfky
Kristin Molle
Laura Murphy
Kera Panni
Christine Revelas
Jon Wizard**

Mission Statement:

The Environmental Committee investigates and advocates sound environmental policy and action in the areas of air quality, water quality, energy and waste management, flora and fauna protection and community planning.

General duties:

The Environmental Committee shall conduct public hearings and prepare recommendations to the City Council on matters regarding the environment to include without limitation unless otherwise noted:

- Review and comment on City ordinances, policies and programs and state mandates related to environmental regulations, risks and pollution abatement, clean water, air and energy, flora, fauna and biome protection and community planning topics expressly beyond the realm of the Planning Commission.
- Serve in advisory capacity to the City Council, commissions, committees, and boards on related issues.
- Identify strategic environmental goals for the City and estimate resources needed to accomplish these goals; investigate funding to implement programs to benefit the community.
- Develop policies and plans for increasing environmental awareness in cooperation with other public and private agencies to include school districts.

Responsibilities:

- The Environmental Committee shall meet not less than six times per year
- The Environmental Committee shall monitor the City's progress in comply with principles established in Resolution 17-47

- The Environmental Committee shall prepare an annual recommended work plan to the City Council not later than three months in advance of each fiscal year.

Historical Background:

The Environmental Committee was formed in 2018.

Fiscal Year 2018-19 Work Plan:

1. EIR: The Environmental Committee will provide comments during the review periods for the following Environmental Impact Reports:
 - a) Main Gate addendum: originally approved in 2003 under the Main Gate Specific Plan. Rincon Consultants is developing the addendum and it is expected to be completed in late summer.
 - b) Seaside 2040 General Plan Update EIR, Rincon Consultants, August.
 - c) Campus Town Specific Plan and Environmental Impact Report (EIR): Being developed by Rincon, expected completion late 2018.
2. General Plan: The Environmental Committee will conduct outreach and provide input to the city regarding climate change adaptation inclusion in the General Plan.
3. Title 8, Health and Safety: The Environmental Committee will conduct community and business outreach as well as provide input to the city regarding Title 8, including but not limited to the following:
 - 8.28: Solid Waste
 - 8.54: Trees
 - 8.60: Environmentally Preferable Food Packaging
 - 8.62: Use of Single-use Carryout Bags, and Reusable Bags by Retail Establishments
 - Title 17: Zoning Ordinance, various sections limiting sustainable installations on private property
4. Title 6, Animals: The Environmental Committee will conduct outreach and provide input to the city regarding municipal code section 6.04.165: Permit Required for Bees.
5. Climate Action Planning – The Environmental Committee will support and advocate for the development of a Climate Action Plan.
6. Water and Energy – The Environmental Committee will support water and energy conservation efforts within the community and encourage best practices in City operations.

Ongoing Projects:

1. Provide support and increase education and awareness of relevant environmental issues to businesses and residents of Seaside.
2. Work with City Staff to support the integration of environmentally sound business practices into the City of Seaside operations.
3. Work collaboratively with Community partners to promote continued progress towards achieving Seaside's environmental goals and responsibilities.



Climate Ready Grant Announcement

Nature-Based Solutions for Climate Adaptation

Funded by the Greenhouse Gas Reduction Fund

Applications due July 2, 2018

The California State Coastal Conservancy's Climate Ready Program is soliciting proposals for projects that use nature-based solutions to adapt to impacts of climate change. These grants seek to encourage local governments and non-governmental organizations to take action to prepare for a changing climate by advancing planning and implementation of projects that lessen the impacts of climate change, especially within disadvantaged communities.

The State Coastal Conservancy has \$3.8 million available for Climate Ready grants. There are no set minimum or maximum grant amounts, but the Conservancy anticipates funding 5-10 projects.

Background

The State Coastal Conservancy ("Conservancy") is a state agency that works with local communities to implement multi-benefit projects that enhance coastal resources.

The Climate Ready program was launched in 2013 to help California communities meet the challenge of a changing climate. The program has awarded grants to more than 40 projects to assist communities in increasing their resilience to climate change impacts such as sea level rise, urban heat islands, extreme weather events, wildfire, and poor air quality. More information and examples of projects that have been funded by the Climate Ready program in the past can be found here: <http://scc.ca.gov/climate-change/climate-ready-program/>.

This round of Climate Ready grants is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas emissions, strengthening the economy, and improving public health and the environment— particularly in disadvantaged communities. For more information, visit the California Climate Investments website at: www.caclimateinvestments.ca.gov.

Eligibility

Eligible Projects – Purpose of this Solicitation

The Conservancy seeks to support multi-benefit projects that use natural systems to assist communities in adapting to the impacts of climate change impacts. The unavoidable impacts of climate change are well-documented and include: sea level rise, extreme heat, wildfire, poor air quality, drought, flooding and other extreme weather events.

Climate adaptation is a response to these impacts that reduces their effect on vulnerable communities and the natural resources we all depend upon. This solicitation seeks to support climate adaptation projects, with an emphasis on projects that enhance natural systems and benefit disadvantaged communities.

Examples of the kinds of projects eligible for funding include, but are not limited to:

Nature in Cities

Projects that create more sustainable and livable communities by improving natural areas and expanding green spaces. These projects can infiltrate storm water, recharge groundwater, improve water quality, sequester carbon, and enhance ecological function of creeks, streams, and wetlands. Projects may reduce urban heat island effects, improve air quality, increase walkability, reduce vehicle miles traveled, and create safe public green spaces and trails.

Wetland Restoration

Projects that restore coastal and riparian wetlands. These projects can create wildlife habitat, enhance the ability of marsh species to migrate inland, improve recreational opportunities, and improve water quality. Wetland restoration can reduce risk of coastal flooding from sea level rise. Floodplain restoration can reduce river flooding caused by increased storms.

Nature-Based Solutions for Shoreline Protection

Projects that increase shoreline resilience to sea level rise while restoring ecological function and creating habitat. These projects may involve installation of dunes, relocating development, conserving open space, and subtidal restoration including kelp, eelgrass and oyster beds.

The Conservancy seeks to implement on-the-ground projects, especially projects that can serve as pilots or models for future climate adaptation efforts. Planning grants will be considered when the planning is an essential step to develop a specific project and there is a clear plan for future project implementation.

Eligible Grantees

Nonprofit organizations, tribes and public agencies are eligible for funding. To be eligible, a nonprofit organization must qualify under the provisions of Section 501(c)(3) of the Internal Revenue Code, and the organization's purposes must be consistent with Division 21 of the Public Resources Code, the Coastal Conservancy's enabling legislation.

Eligible Project Locations

The Conservancy supports projects within coastal draining watersheds, in the entirety of the nine-county Bay Area region, and in the jurisdiction of the Santa Ana River Conservancy. This includes the counties of Del Norte, Humboldt, Mendocino, Sonoma, Napa, Marin, Solano, Contra Costa, Alameda, San Francisco, San Mateo, Santa Clara, Santa Cruz, Monterey, San Luis Obispo, Santa Barbara, Ventura, Los Angeles, Orange, Riverside, San Bernardino and San Diego. A map of the Coastal Conservancy's jurisdiction is posted here:

<http://scc.ca.gov/webmaster/grants/Jurisdiction1.pdf>

Funding Requirements

Greenhouse Gas Reduction Fund Requirements

Projects in this Climate Ready Round will be funded by the Greenhouse Gas Reduction Fund (GGRF), which is being administered by the California Air Resources Board (CARB). In order to meet GGRF's legislative purposes, projects must facilitate the achievement of reductions of greenhouse gas (GHG) emissions and further the purposes of AB 32. As an example, a project that achieves net GHG reductions by increasing carbon sequestration through restoring wetlands or planting trees would be consistent with GGRF's purposes. Other projects might facilitate GHG reductions by reducing vehicle miles traveled by constructing bicycle paths, bicycle lanes, or pedestrian facilities that provide safe routes for travel between residences, workplaces, commercial centers, and schools. The Conservancy will work with applicants to document compliance with GGRF requirements and quantify these GHG and other co-benefits consistent with CARB guidance and quantification methodologies.

Funding recipients will be required to work with the Conservancy to meet reporting requirements in accordance with CARB guidance (www.arb.ca.gov/cc/fundingguidelines). Some reported project information will be publicly available on the CARB website.

Disadvantaged or Low-Income Communities

At least 75 percent of the total funds will support projects that are located in **and** provide benefits to disadvantaged or low-income communities that fall under the criteria put forth by SB 535 (De León, Chapter 830, Statutes of 2012), which directed state and local agencies to make investments that improve California's most vulnerable communities, and AB 1550 (Gomez, Chapter 369, Statutes of 2016), which increased investment minimums from GGRF to these communities. For more information, please see <https://calepa.ca.gov/envjustice/ghginvest/>.

A map showing what are considered disadvantaged and low-income communities as defined by SB 535 and AB 1550 can be found at: www.arb.ca.gov/cc/communityinvestments. Applications

for projects that benefit AB 1550 communities will be verified using the geographic coordinates provided in the application.

Benefits to disadvantaged and low-income communities must be clearly identified in the proposed project. Examples of benefits include:

- Project preserves a site that allows public access
- Project significantly reduces flood risk to households within one or more disadvantaged or low-income communities
- Project significantly reduces fire risk to households within one or more disadvantaged or low-income communities
- Project maintains water quality and health of watersheds serving priority populations through avoiding the conversion of forest lands or wetlands that would have resulted in impacts to nearby water bodies located in the same or a directly adjacent disadvantaged or low-income community as the project
- The majority (>50 percent) of trees planted by the project are located within one or more disadvantaged or low-income communities, and the project terms provide for maintenance of the trees and related vegetation
- Project expands or improves the usability of existing active transportation routes (e.g., walking or bicycle paths) or creates new active transportation routes that are publicly accessible by walking within one or more disadvantaged or low-income communities, or improves open spaces, parks, greenbelts, and recreational areas publicly accessible by walking within one or more disadvantaged or low-income communities
- Project provides regular and ongoing educational opportunities through partnerships with schools or non-profit organizations located in disadvantaged or low-income communities and site access to residents of these communities
- Project includes recruitment, agreements, policies, or other approaches that are consistent with federal and state law and result in either:
 - at least 25 percent of project work hours performed by residents of a disadvantaged or low-income community, or by residents of low-income households
 - at least 10 percent of project work hours performed by residents, as described above, participating in job training programs which lead to industry-recognized credentials or certifications.

Projects claiming to benefit priority populations must be designed to avoid substantial burdens (e.g., displacement of low income disadvantaged community residents and businesses or increased exposure to toxics or other health risks).

The remaining 25 percent of funds will be available to all eligible locations and may include, but are not limited to, projects that provide benefits to disadvantaged or low-income communities.

Application

Solicitation Period

The proposal solicitation period for this round of funding will be from April 20 until July 2, 2018. Grant applications must be submitted during the solicitation period.

Grant applications must be received by July 2, 2018.

The Conservancy will hold an informational webinar on May 9 at 10 am. If you are interested in attending this webinar, please register at this link:

<https://attendee.gotowebinar.com/register/1290737980708041218>

The Climate Ready grant application materials are posted on the Conservancy's website (<http://scc.ca.gov/climate-change/climate-ready-program/>).

All information that you submit to the Conservancy becomes public record, and is subject to the disclosure, publication, and inspection by the public pursuant to the Public Records Act unless an exemption in law exists. In addition, CARB funding guidelines require the Conservancy to publicly post a list of all submitted applications, including certain application content, received through this solicitation on our website prior to awarding any grants. For more information please see the CARB funding guidelines available at the link above.

Pre-Proposal Consultation

Applicants are welcome to consult with Conservancy staff during the project solicitation period, prior to submitting their applications. Pre-proposal consultation will be available to any potential applicant but is not required. Conservancy staff will be available to discuss projects and proposal-related questions, but they will not be able to review full proposals before they are submitted.

For a consultation, please email a short description of your project (1-2 paragraphs including specific location information) and a consultation request to appropriate Regional Manager from the list below. The Regional Managers are listed from North to South:

North Coast: Del Norte County to coastside Sonoma and Marin Counties - Karyn Gear:
karyn.gear@scc.ca.gov

San Francisco Bay Area: Nine Bay Area Counties, excluding the coastside of Sonoma, Marin, and San Mateo Counties - Matt Gerhart: matt.gerhart@scc.ca.gov

Central Coast: coastside San Mateo County to Santa Barbara County - Trish Chapman:
trish.chapman@scc.ca.gov

South Coast: Ventura County to San Diego County - Joan Cardellino:
joan.cardellino@scc.ca.gov

Grant Application

The Climate Ready grant application materials are posted on the Conservancy's website (<http://scc.ca.gov/climate-change/climate-ready-program/>).

Completed applications should be emailed to grants@scc.ca.gov. If you are unable to email your application, you may send the electronic files on a CD or other common electronic storage device. Mail the files to: State Coastal Conservancy – 1515 Clay Street Suite 1000 - Oakland, CA 94612.

A complete application will consist of the following files/documents:

- ☐ Grant application cover page (pdf)
- ☐ Grant application form (in Microsoft word or rtf format)
- ☐ Project maps, design plans, and photos (one pdf file, 10 MB maximum size, and one shapefile or kmz of project footprint)
- ☐ For Nonprofit Organizations, please submit completed [Nonprofit Organization Pre-Award Questionnaire](#). If your organization submitted this questionnaire to the Conservancy in the past 24 months, you can skip this step, please just tell us the date it was last submitted.

Selection Criteria

Screening

Projects will first be screened by Conservancy staff to confirm eligibility. The screening requirements will include:

- Is the applicant an eligible grantee?
- Is the proposed project located within the Conservancy's jurisdiction?
- Does the proposed project meets the purposes of this solicitation?

Scoring

After the screening process, applications will be reviewed by Conservancy staff using the following criteria:

Criteria Overview	Points
1. The extent to which the project achieves purposes of this round of Climate Ready Grants. The Conservancy seeks to support multi-benefit projects that use natural systems to assist communities in adapting to climate change impacts such as sea level rise, urban heat islands, extreme weather events, wildfire, poor air quality and changing precipitation. <i>Purposes include:</i> • <i>Safeguard communities, reduce future risks from impacts of climate change</i> • <i>Use nature-based solutions that provide co-benefits for people, wildlife, and the economy</i> • <i>Facilitate GHG emission reduction or sequestration of carbon</i> • <i>Address the needs of low-income and other underserved coastal populations that will be highly impacted by climate change</i>	15

• <i>Promote on-the-ground demonstration projects that implement innovative approaches or enhance understanding of effective coastal management strategies and will potentially lead to broader change to policies, regulations, or to duplicating the effort elsewhere</i> • <i>Promote collaboration among various stakeholders and multiple sectors to advance climate change adaptation. Establish and expand non-traditional alliances to accelerate effective problem-solving between and among public and private resource managers, scientists, and decision-makers</i>	
2. The extent to which the project maximizes benefits and/or provides multiple benefits. <i>Examples of benefits include (but are not limited to) the following:</i> • <i>Reduces urban heat island effect (e.g. increases vegetation in a built environment)</i> • <i>Increases shoreline ability to accommodate future sea level rise</i> • <i>Increases water supply, availability, and sustainability</i> • <i>Significantly reduces flood and/or fire risk to households</i> • <i>Improves soil health and promotes soil conservation</i> • <i>Maintains water quality and health of watersheds through avoiding the conversion of forest lands or wetlands that would have resulted in impacts to nearby water bodies</i> • <i>The majority (>50 percent) of trees planted by the project are located within one or more disadvantaged or low-income communities, and the project terms provide for maintenance of the trees and related vegetation</i> • <i>Restores or protects ecosystem processes, restores or protects multiple habitats, provides connection to adjacent habitats, benefits foundational and/or state/federally listed species</i> • <i>Expands or improves the usability of existing active transportation routes (e.g., walking or bicycle paths) or creates new active transportation routes that are publicly accessible by walking, or improves open spaces, parks, greenbelts, and recreational areas publicly accessible by walking</i> • <i>Creates jobs and/or provides other notable economic benefits to community</i> • <i>Provides regular and ongoing educational opportunities</i> • <i>Reduces asthma/respiratory disease incidence</i> • <i>Reduces vehicle miles traveled; reduces transportation user costs</i> • <i>Preserves a site that allows public access</i> • <i>Reduces energy and fuel costs (e.g. reducing building energy use by planting trees to shade building)</i> • <i>Promotes self-maintenance and repair, limiting the need for on-going project management</i> • <i>Supports air pollutant emission reductions and removal</i> <i>CARB provides additional guidance on documenting direct, meaningful, and assured benefits in its funding guidelines: www.arb.ca.gov/cci-fundingguidelines.</i>	20
3. Whether the project is consistent with best available science, technology, and practices. <i>Here are some examples of how a project can demonstrate this:</i> • <i>Project uses published, locally appropriate climate projections</i>	5

• <i>Project is consistent with Ocean Protection Council Sea Level Rise Guidance: http://www.opc.ca.gov/webmaster/ftp/pdf/agenda_items/20180314/Item3_Exhibit-A OPC SLR Guidance-rd3.pdf</i> • <i>Project employs best management practices as identified by a credible organization</i> • <i>Project is based on existing planning document prepared with input from relevant technical experts or project was developed with input from relevant technical experts. Project will make use of relevant studies and related work to incorporate best practices. Plan will incorporate input from relevant technical experts (i.e., there will be a technical advisory committee, peer review, or other mechanism for technical review)</i> • <i>Applicant has consulted with relevant State and Federal agencies</i> • <i>Scientific methodology, assumptions, or underpinnings of project are explained in proposal</i> • <i>Project employs innovative or appropriate technology or practices</i> • <i>Account for a high degree of uncertainty by developing and implementing strategies that provide the greatest benefits across a range of possible future climate and sea level rise scenarios</i> • <i>New approaches include an experimental design, a robust monitoring plan, and/or a technical advisory committee</i>	
4. The extent to which the applicant demonstrates meaningful community engagement and support. <i>Here are some examples of how a project can demonstrate this:</i> • <i>Proposal shows that there has been meaningful and appropriate community outreach or engagement</i> • <i>Project includes participation or direct engagement from the community (as participants on the project, as members of a community advisory group, etc.)</i> • <i>Project has matching funds</i> • <i>Project has broad community support</i>	20
5. The extent to which the project will deliver sustainable outcomes in the long-term and the applicant demonstrates a clear and reasonable method for measuring and reporting the effectiveness of the project. <i>Some suggestions for how to demonstrate this:</i> • <i>Proposal clearly explains what will be measured to demonstrate success</i> • <i>It is clear how the things measured will show that the project achieved its objectives</i>	7
6. The extent to which the applicant demonstrates experience successfully implementing similar projects or demonstrates appropriate and necessary partnerships to complete the project.	8
7. The extent to which the application includes a complete, reasonable and well thought out proposed scope of work, budget and schedule	25
Total	100

Conservancy Board Approval

Projects recommended for funding are subject to Coastal Conservancy Board approval of a staff recommendation. Project funding will not be available until after approval of the grant award by the Conservancy Board at a noticed public meeting, and upon the execution of a funding agreement between the Conservancy and the grantee. The likely Board meeting at which projects will be considered is in December 2018.

Schedule

Applicants should assume that the project could start as early as January 2019. Funds must be spent by March 1, 2022. If the Conservancy does not receive adequate applications, we will hold a new grant round.

Typical Grant Agreement Terms

Once the Conservancy has approved a grant at a public meeting, Conservancy staff will prepare a grant agreement setting forth the terms and conditions of the grant. The grantee must sign the grant agreement and comply with all of its conditions in order to receive funds. The grant agreement describes requirements in greater detail and will be the controlling document. Close review of and compliance with the grant agreement is essential and is the grantee's responsibility.

Typical Conditions and Requirements of Conservancy Grants

- The Conservancy usually limits overhead to 15%.
- Expenses incurred before the grant agreement with the Conservancy is executed cannot be billed to the grant.
- The Conservancy reimburses grantees for expenses after they are incurred. This means the grantee will have to cover the costs of the project between the time the expenses are incurred and they get paid by the Conservancy. It takes about 6 weeks between the time an invoice is received at the Conservancy and the payment is received by the grantee.
- Grantees are responsible for operation, maintenance and monitoring of completed projects for 20 years.
- Grants to nonprofit organizations for work on property not owned by the nonprofit, the Conservancy will require an agreement between the landowner, the nonprofit and the Conservancy to protect the public interest in the project.

All Conservancy grantees should expect to be audited by the State of California. It is the grantee's responsibility to maintain all necessary records to substantiate and document all payments made pursuant to a Conservancy grant. If a grantee cannot provide adequate records when they are audited, they may be required to repay grant funds.

The Conservancy requires nonprofit grantees to submit the [Nonprofit Organization Pre-Award Questionnaire](#) with their application to help flag any potential issues with accounting and record keeping before the grantee begins work. Technical assistance may be available to help grantees meet all of the state's accounting requirements. The Coastal Conservancy requires that all

nonprofit organizations complete a pre-award questionnaire every two years. If your organization has submitted the questionnaire within 24 months, you may indicate that in your application.

Questions

Questions about the application or process may be directed to Carrie Boyle, Climate Ready Sea Grant Fellow: 510-286-4167, Carrie.Boyle@scc.ca.gov



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.A.

TO: Environmental Committee

BY:

DATE: June 12, 2018

SUBJECT: SYNOPSIS OF THE CENTRAL COAST REGION *BUILDING RESILIENCE WORKSHOP*

PURPOSE & RECOMMENDATION

Staff will share information presented at the *Building Resilience Workshop*, hosted by the Central Coast Climate Collaborative, for the committee to consider and use in future climate adaptation work.

BACKGROUND

The workshop was hosted by the Central Coast Climate Collaborative, which is a membership organization fostering a network of local and regional community leaders throughout six Central Coast counties to address climate change mitigation and adaptation. The Collaborative involves representatives from local and regional government, business and agriculture, academia, and diverse community groups to share information and best practices, leverage efforts and resources and identify critical issues and needs. The Collaborative engages all communities throughout the region to help ensure a resilient and low-carbon Central Coast prepared for the impacts of climate change.

The purpose of the workshop was to establish a strong connection between the participants, build understanding of the key elements of conducting a Vulnerability Assessment and Prioritizing Actions, and inform the Central Coast Climate Collaborative's toolkit (Attachment 1) for helping locals invest in climate adaptation and disaster resilience actions.

The idea of "future-proofing" our communities begins with engaging with the community and stakeholders, identifying community hazards and assets, developing strategies around vulnerabilities, and creating a work plan, such as a Local Hazard Mitigation Plan that could serve to implement community resilience and act as a basis of funding in the event of a hazard event.

ATTACHMENTS

1. Attachment 1 - Building Resilience Workbook
 2. Attachment 2 - Presentation
-



Framework for Building Regional Resilience in California

Photo: Point Buchon Poppy Meadow, Docentjoyce, Flickr

WORKBOOK FOR LOCAL & REGIONAL GOVERNMENTS

DRAFT | April 2018



**Association of
Bay Area Governments**

Acknowledgements

The following agencies and partners have contributed to the development, production, and editing of this workbook.

- FEMA
- EPA
- Metropolitan Transportation Commission/ ABAG
- California Office of Planning and Research (OPR)
- City of Mt. Shasta
- Central Coast Climate Collaborative
- BluePoint Planning

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Introduction

Purpose and use of this workbook.

This workbook is a companion piece to a more detailed technical toolkit to assist local and regional jurisdictions meet many requirements and goals, such as Local Hazard Mitigation Plans (LHMP), General Plans, Climate Adaptation and Climate Action Plans, and other resilience planning processes. This workbook provides a set of exercises and information based on a compilation of best practices and lessons learned from FEMA, EPA, and California's Office of Planning and Research (OPR) to plan for, assess, and mitigate hazards including earthquakes, fire, landslide, and sea level rise. The main objectives of the document are:

- ✓ Provide a single united process that links natural hazard mitigation, safety and risk management, climate adaptation, sustainability, and equity under the umbrella of "resilience-building,"
- ✓ Share a road-tested process, complete with tools and resources, that guides a jurisdiction to develop an effective plan, and
- ✓ Provide the building blocks for how to strategically implement – politically, socially, environmentally, and economically - actions to reduce the risk from natural hazards.

Take note of interactive sections throughout the workbook.

Throughout the following pages are information and areas for participants to begin filling out data and take notes on the steps to achieve goals.

Also take note of the additional technical resources that are available at each step of the planning process noted in grey boxes.

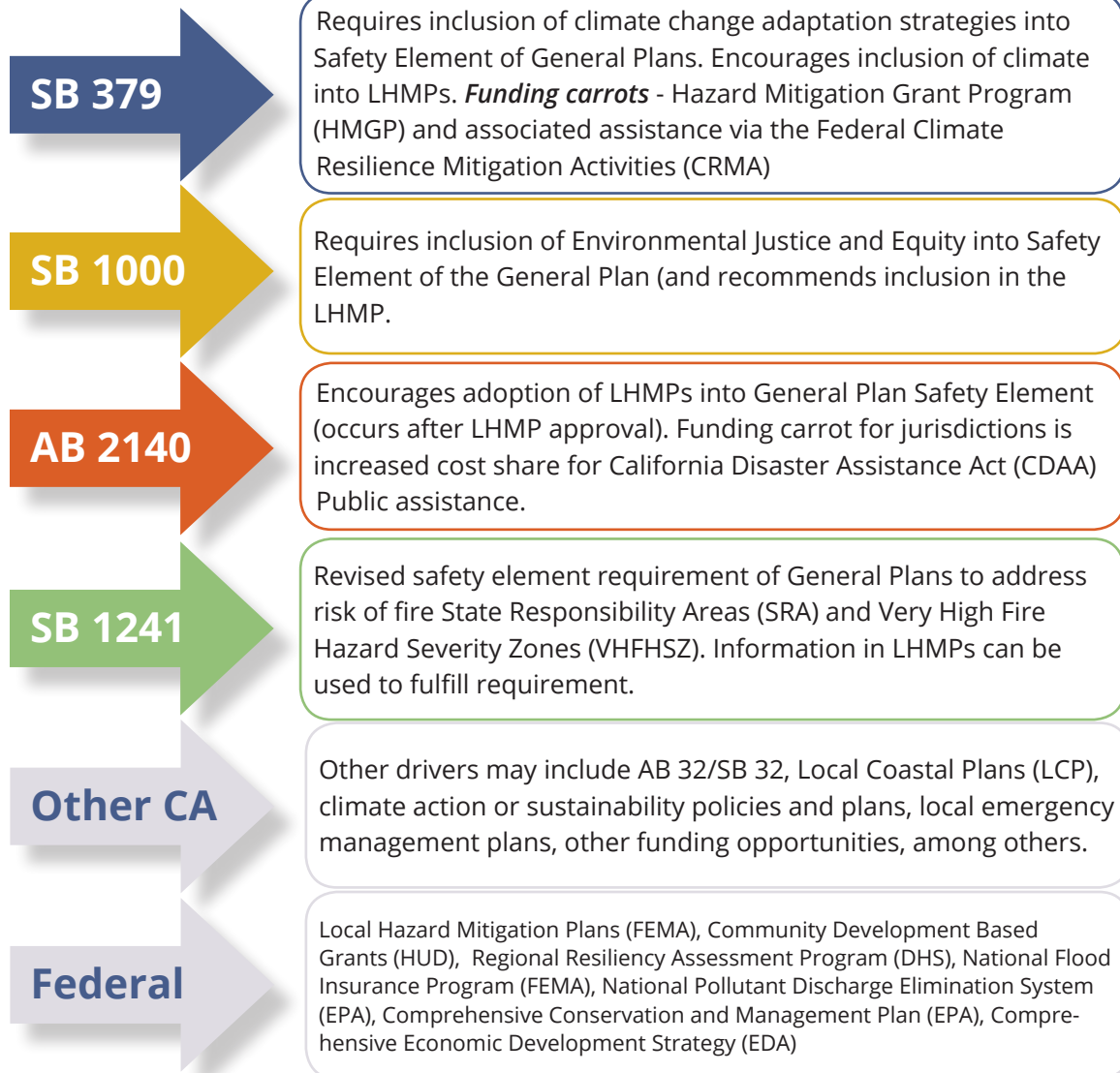
♦ **Resource: Handbook: Local Hazard Mitigation and Adaptation Risk Assessment and Strategy Development**



Introduction

California Legislation and Policies Driving this Planning Effort

The following are some of the key driving the need to address climate adaptation, equity, and local hazards in local and regional planning. There are other federal and state requirements that are not detailed here.





Introduction to the Planning Process

This workbook provides exercises and information about how to conduct a planning process to inform and assist in the development of a Local Hazard Mitigation Plan, the Safety Element of the General Plan, Climate Action Plan/Climate Adaptation Plan, or other similar plan that requires an assessment of community hazards and assets, and the development of strategies and actions to address those potential community vulnerabilities.

The process is presented into five major pieces as outlined below. Step 2 and 3 are the heart of the process and will consume the greatest amount of time and resources. Those steps are further expanded in the graphic on the following page and is the focus of the Technical Handbook provided as an additional technical resource.

1. Ongoing Engagement

Overview of the primary tenets of community engagement, who should be involved, and elements needed to be successful.

2. Identify Hazards & Assets

Steps to assess community hazards and assets.

3. Develop Strategies

Develop strategies and specific actions to address community vulnerabilities.

4. Take Action

Create an annual action plan and identify financing to ensure strategies are implemented.

5. Evaluate Results

Importance of evaluating and refining strategies overtime to maintain relevancy and ongoing implementation.

Introduction

Detailed Assessment & Strategy Development Process





Engagement



Key Steps:

- ✓ Identify Stakeholders
- ✓ Develop Outreach Plan
- ✓ Target Audiences
- ✓ Reach Methods

Ongoing: Engage Stakeholders and the Public

"...the process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to address issues affecting the wellbeing of those people...It often involves partnerships and coalitions that help mobilize resources and influence systems, change relationships among partners, and serve as catalysts for changing policies, programs, and practices."

- *Principles of Community Engagement; Centers for Disease Control; p. 9, 1997.*

It is essential that jurisdictions authentically engage and include others outside of the agency in resilience planning, from inception to implementation. The relationships that are developed during planning can be the difference between successful implementation and a plan that is never implemented. Engagement can be organized in two levels: the broader community who may or may not understand or recognize the benefits and needs for resilience planning; and the stakeholders or special interest groups who have a focused and/or more technical understanding of some aspects of resilience planning. Stakeholders may include local emergency response agencies, environmental groups, business organizations, and the like. Input should be solicited from both groups.

Important Engagement Principles

- ✓ Build lasting relationships and trust.
- ✓ Establish common goals and community vision.
- ✓ Be innovative - provide outreach and input opportunities beyond workshops!
- ✓ Reach out to engage people where they are.
- ✓ Provide multiple paths for engagement - both low tech and high tech.
- ✓ Ensure inclusivity, geographically, socio-economically, and culturally.
- ✓ Educate and raise awareness of the role of resilience in the community and need for the effort.
- ✓ Respect people's time and provide valuable opportunities for meaningful input and dialogues.

Engagement

Develop an Outreach and Engagement Plan

Create a Community Outreach and Participation Plan to ensure that all collaboration and outreach efforts are streamlined and targeted for their intended purposes. The plan, which can be simple and adapted over time should:

- ✓ Identify stakeholders, determine multi-cultural outreach needs, determine how to best engage them, and specify key objectives and roles.
- ✓ Develop outreach goals for each stakeholder group and the broader community.
- ✓ Define how each group can be engaged and reached most effectively - in a meeting, via digital communications, one-on-one, through partners or other groups.
- ✓ Detail how these activities will integrate and leverage other planning.
- ✓ Determine need, objectives, and composition for an advisory group.
- ✓ Determine focus and purpose to each event, meeting and input opportunity.
- ✓ Link planning and outreach messages to community values and needs.
- ✓ Provide a schedule with objectives and roles for each activity.

Reach Methods

To reach the broader community and stakeholders, there are a number of “reach” methods or communication channels that the community and stakeholders can learn about the planning effort and ongoing updates. Below are some of the most common to consider:

- ✓ **In person:** Meetings, open houses, farmer’s markets, church activities, sports events, community events, door-to-door, and intercept surveys (on the street or at a central community location).
- ✓ **Online:** City or stand alone website, social media (Facebook, Instagram), online surveys, through partner newsletters and websites, email and text.
- ✓ **Print:** Newsletters, flyers/posters located at community locations (library, community centers, police and fire departments, city halls), via mail, distributed at cafes and community gathering locations.

Sample Outline for an Outreach & Engagement Plan

1. Overview
2. Outreach & Engagement Goals
3. Target Audiences
 - Community-wide
 - Technical Stakeholders
 - Underrepresented
4. Key Messages and Benefits by Audience
5. Meeting Type, Frequency, and Format
6. Communication Materials
7. Reach Methods and Delivery Channels
 - Print
 - Online
 - In-Person
8. Evaluation and Effectiveness Measurement



Engagement requires audience targeting!

When beginning the process, it soon will become obvious that there are a lot of people who could and should be involved in the planning effort. However, it is important to differentiate the various audiences based on their level of interest, what level of technical understanding and input they have, and what level of resources are available to reach and engage the various groups. The following will help to categorize potential audiences into two groups: Broad Community Groups and Targeted Technical Stakeholders.

Broad Community Engagement

Broad Community Outreach can be divided into two levels: 1. Overall Community Outreach that is not specific to any area or person but tries to reach as many as possible, in the most effective way; and 2. Targeted Community Outreach to groups that have greater interest or increased potential impacts.

Targeted Technical Stakeholder Engagement

- 1. Technical Project Team** should be led by a project manager and involve staff from relevant departments. This staff will be doing the technical work as well as coordinating other stakeholders and engaging with their managers, executive staff, and elected officials to ensure that the process is moving along smoothly.
- 2. Advisory Group** should be comprised of key stakeholders such as city staff not part of the core project team, non-governmental and community-based organizations, community members, private entities and groups or organizations representing the private sector/economic development/business community. The Advisory Group provides credibility and subject-matter expertise, can assist with public and political support, and can support the project team with volunteer time or funding.
- 3. Special Interest Groups** engagement through small group meetings and interviews will provide input from organizations, special interest groups, and multi-cultural communities, which may not be effectively reached in Broad Community Outreach efforts and require more engagement. Some individual representatives may also be on the Advisory Body.
- 4. Leadership Engagement** will be critical to the process to bring together agency decision makers along with the city, county and other key leaders.

Engagement

Develop Stakeholder Lists

The following pages provides worksheets to develop three lists for who should be involved and to what purpose. These lists should be developed with input from a wide variety of people both internal the organization and outside.

Advisory Group

The Advisory Group group should be representative of the community and members should become project advocates, educate others about the planning effort, and help move towards implementation. The Advisory Group should be a reasonable size to manage (15 to 20), include a broad spectrum of perspectives and expertise, and participants must commit to a specified number of meetings or hours a month.

Use the table below to begin identifying who should be on the Advisory Group.

Entity/Organization	Contact	Role/Focus

Identify Stakeholders

The following are examples of criteria to consider in identifying technical and community audiences:

- ✓ The stakeholder owns an important asset.
- ✓ The stakeholder has the authority to regulate, make policy, or make decisions about an asset or asset class we care about.
- ✓ The stakeholder will be affected by the assessment or potential strategies.
- ✓ The stakeholder has the potential to either help or hinder the political process.
- ✓ The stakeholder has specialized expertise that will help with technical questions.
- ✓ The stakeholder may be able to provide funding or otherwise assist in implementing strategies.
- ✓ The stakeholder represents typically underrepresented community members.
- ✓ The stakeholder may be able to make critical connections to other relevant topic areas and/or projects which the project team is unaware.
- ✓ The stakeholder has the time and ability to commit time and effort to the project.

Special Interest Groups and Key Stakeholders *(Use additional copies as needed)*

- [illegible]

Engagement

Broad Community/Public Engagement

Identify broad interest Community Groups that should be engaged.

[illegible]

Example Community Groups

- General Public
- Neighborhood Groups
- Youth and Teens
- Seniors
- Tribal Communities
- Latino and other Ethnic Communities
- Faith-based Organizations
- Environmental Justice and Disadvantaged Communities (SB 1000)



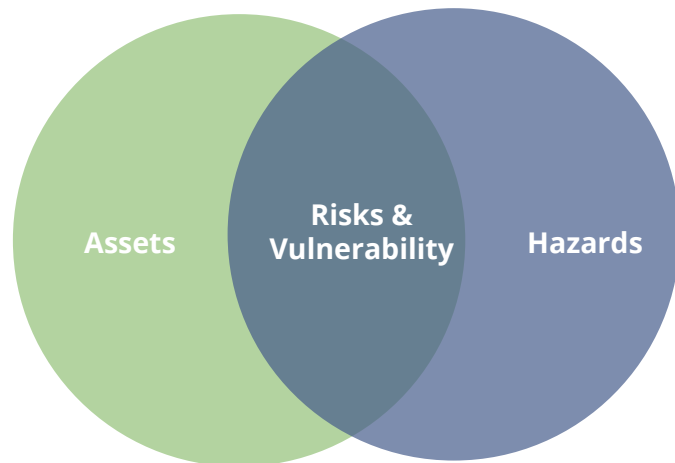
Identify Hazards & Assets

Identify Hazards & Assets



Key Steps:

- ✓ Determine the approach, objectives, and scope of the project
- ✓ Develop Resilience Goals



Approach and Scope

To start the planning process, work with the Advisory Group to develop a clear understanding about the objectives, level of effort, and scope of the project. Use the following questions to frame the discussion and build a common understanding.

- ✓ What is the “trigger” or main driver for the project? Is it an individual, a regulation, or general pressure from the community, an agency, or neighboring jurisdictions?
- ✓ Who cares about this process and why? What are the motivations behind who cares and why they care?
- ✓ What is the bias or lens viewing this process? Is this rooted in risk management, a recent disaster, climate change, sustainability, equity, etc? Are there multiple lenses?
- ✓ What is the planning area? A region? City? Particular area within a city?
- ✓ How will success be measured?
- ✓ How long will the effort last?

Focused and Strategic Resilience Planning

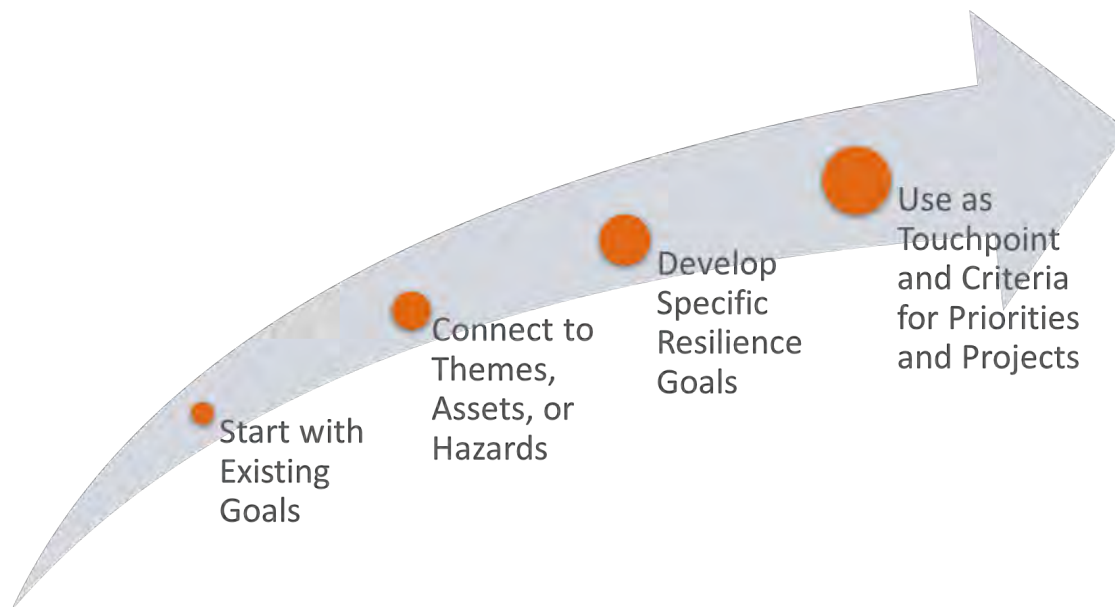
Central to scoping the project is focusing resources and effort on where a community has the greatest vulnerability and risks to ensure that the resulting Plan has clear and specific actions that will contribute to actively improving community resilience. It is at the intersection where community assets meet community hazards that will be the most important to focus and develop strategies.

Identify Hazards & Assets

Develop Resilience Goals

Selecting community goals early in the planning process helps to focus the community risk assessment and prioritize which community assets should be analyzed. Later in the assessment process, community goals help guide the development of meaningful strategies and actions.

To develop locally relevant goals, start with existing community goals that can be found in General Plans, Specific Plans, Climate Mitigation Plans, Climate Adaptation Plans, Sustainability Plans, Local Hazard Mitigation Plans, or other local planning documents. Build on these goals to establish **specific Resilience Goals**. The Resilience Goals may be similar to the community goals, but should be specific enough that they work as effective filters later in the process to prioritize and connect to implementation. (See sidebar example)



SAMPLE:

County of Santa Cruz LHMP Goals

General Plan Guiding Principles

The overall goals and guiding principles for the Land Use Element of the General Plan, which needed to be considered in our Local Hazard Mitigation Plan, are as follows:

- Population and Residential Growth Goals: To provide an organized and functional balance of urban, rural, and agricultural land use that maintains environmental quality, enhances economic vitality, protects the public health, safety and welfare, and preserves the quality of life in the unincorporated areas of the county.
- Rural Residential Siting and Density: To achieve patterns of rural residential development that are compatible with the physical limitations of the land, the natural and cultural resources of the County, the availability of public services, and protection of the natural environment.
- Village, Town, Community and Specific Plans: To continue using village, town, community and specific plans to provide a planning framework to guide future public and private improvements in town centers and other concentrated urban and rural areas, to provide a higher level of planning detail and involvement.

LHMP Goals

- To protect human life, private property and the environment.
- To minimize public expenses by preventing inappropriate use and development or location of public facilities and infrastructures in those areas, which by virtue of natural dynamic processes or proximity to other activities, present a potential threat to the public health, safety and general welfare.

Identify Hazards & Assets

Exercise:

Draft 1-3 resilience goals using the answers to “what does resilience mean for the community?”

Consider:

Existing community goals that consider resilience, sustainability, natural hazards or climate change.

The places, functions, and values that are important to protect and maintain.

The unique characteristics of the community that influence resilience.

Draft Resilience Goals:

What does resilience mean to the community?

[illegible]

Identify Hazards & Assets





Key Steps:

- ✓ Identify past hazard patterns and disasters
- ✓ Describe and map current sudden shocks and slow-moving hazards in the community
- ✓ Document how hazards may change or be exacerbated in the future
- ✓ Identify priority or highest impact hazards

♦ **Resource: FEMA 5.1 Hazard Summary Worksheet**

What are your Community Hazards?

Before conducting a risk assessment, identify and describe the hazards that are present within the community. An important part of this step is identifying which hazards pose the greatest threat to the community. You can qualitatively estimate which hazards will have the most impact by considering the extent of exposure (this can be measured by the number of people exposed, number of buildings exposed, or the value of assets exposed), the potential impacts of a hazard, and the likelihood of the hazard occurring.

- ✓ Discuss the types of hazards to be considered - natural hazards (e.g. wildfires, earthquakes), man-made hazards (e.g. cyber attacks, terrorism). This workbook focuses on natural hazards.
- ✓ Review maps and information of hazards predicting and depicting current and future flooding, wildfire risk areas, landslide risk areas, or earthquake ground shaking or liquefaction risk, etc.
- ✓ Understand past hazard patterns. Where have they struck and how often?
- ✓ What are the hazards most likely to impact the community?
- ✓ Are there changes that may intensify or increase the possibility of hazards?
- ✓ Anticipate that these patterns may change in the future and that when familiar hazards intensifying or increase in probability, communities may face new and unfamiliar hazards.

Identify Hazards & Assets

Hazard 1.	
Area Impacted <i>(Negligible, Limited, Significant, Extensive)</i>	
Maximum Probable Magnitude/Strength <i>(Weak, Moderate, Severe, Extreme)</i>	
Probability of Future Events <i>(Unlikely, Occasional, Likely, Highly Likely)</i>	
Overall Significance Ranking <i>(Low, Medium High)</i>	

Hazard 2.	
Area Impacted <i>(Negligible, Limited, Significant, Extensive)</i>	
Maximum Probable Magnitude/Strength <i>(Weak, Moderate, Severe, Extreme)</i>	
Probability of Future Events <i>(Unlikely, Occasional, Likely, Highly Likely)</i>	
Overall Significance Ranking <i>(Low, Medium High)</i>	

Identify likely hazards for the community and develop short profiles for each. Potential hazards are listed below along with descriptions of how to classify each hazard.

Potential Hazards

- Avalanche
- Dam Failure
- Drought
- Earthquake
- Erosion
- Expansive Soils
- Extreme Heat
- Flood
- Hail
- Hurricane
- Landslide
- Lighting
- Sea Level Rise
- Severe Wind
- Severe Winter Weather
- Storm Surge
- Subsidence
- Tornado
- Tsunami
- Wildfire

Classification Definitions

Location (Geographic Area Affected)

- **Negligible:** Small region of planning area
- **Limited:** Some region of the planning area
- **Significant:** A large region of planning area
- **Extensive:** All or almost all of planning area

Maximum Probable Extent (Magnitude/Strength based on historic events or future probability)

- **Weak,** resulting in little to no damage
- **Moderate,** resulting in some damage and loss of services for days
- **Severe,** resulting in devastating damage and loss of services for weeks or months
- **Extreme,** resulting in catastrophic damage and uninhabitable conditions

Probability of Future Events

- **Unlikely:** Minimal or almost no chance of recurrences.
- **Occasional:** Small probability or chance of recurrence.
- **Likely:** Strong probability or chance of recurrence.
- **Highly Likely:** Almost certain chance of recurrence.

Overall Significance

Based on the above criteria, summary of overall risk:

- **Low:** Two or more criteria indicate minimal impact.
- **Medium:** The criteria fall mostly in the middle ranges and the impacts are noticeable but not devastating.
- **High:** The criteria consistently indicates serious impacts that could be devastating.

Hazard 3.	
Area Impacted <i>(Negligible, Limited, Significant, Extensive)</i>	
Maximum Probable Magnitude/Strength <i>(Weak, Moderate, Severe, Extreme)</i>	
Probability of Future Events <i>(Unlikely, Occasional, Likely, Highly Likely)</i>	
Overall Significance Ranking <i>(Low, Medium High)</i>	

Hazard 4.	
Area Impacted <i>(Negligible, Limited, Significant, Extensive)</i>	
Maximum Probable Magnitude/Strength <i>(Weak, Moderate, Severe, Extreme)</i>	
Probability of Future Events <i>(Unlikely, Occasional, Likely, Highly Likely)</i>	
Overall Significance Ranking <i>(Low, Medium High)</i>	

Identify Hazards & Assets

Prioritize the Hazards that are Most Important

To complete the risk assessment, prioritize the hazards that could have the most impact on the community. This will help determine which assets will need the most robust assessment (based on exposure to prioritized hazards), can help understand the overlap between high priority hazards and vulnerable populations, or can help engage certain stakeholders.

Once the hazards are prioritized it is a good time to consider if it is necessary to refine or reprioritized the goals previously outlined. In addition, now that you know where hazards may affect your community you can use that information to guide the remainder of the risk assessment, including which assets should be considered and what information needs to be gathered.

Prioritized Hazards

1. _____
2. _____
3. _____
4. _____
5. _____
- _____
- _____

Risk Assessment Definitions*

Natural hazard – source of harm or difficulty created by a meteorological, environmental, or geological event

Community assets – the people, structures, facilities, and systems that have value to the community

Vulnerability – characteristics of community assets that make them susceptible to damage from a given hazard

Impact – the consequences or effects of a hazard on the community and its assets

Risk – the potential for damage, loss, or other impacts created by the interaction of natural hazards with community assets

Risk assessment – product or process that collects information and assigns values to risks for the purpose of informing priorities, developing or comparing courses of action, and informing decision making.

* FEMA Local Mitigation Plan Review Guide, October, 2011, Threat and Hazard Identification and Risk Assessment Guide, and adapted from the Department of Homeland Security Risk Lexicon, 2008.

Based on hazard profiles developed above, identify the most important hazards in order of highest priority to lowest priority to focus resources, the ongoing assessment, and analysis.



Key Steps:

- ✓ Determine what the community loves and what it needs to protect.
- ✓ Select the community assets to analyze.

Identify and Assess Vulnerability of Community Assets

Community assets include the people, structures, facilities, and infrastructure systems that have value to the community. Depending on the process, this can be a substantial list. It is important to be clear about what level of analysis can be done for each asset feasibly given availability of data and resources. Some items to consider when determining community assets:

- ✓ What are the places and elements that the community loves?
- ✓ Which assets are critical to maintaining safety, health, and productivity in the community?
- ✓ Are there unique or critical facilities that the community relies upon?
- ✓ Which assets would have significant consequences to the community if they were unable to function?
- ✓ More information about an asset's vulnerability can transform an assessment into a compelling story that sets up targeted, meaningful actions.
- ✓ How much information is available on each asset to guide your assessment? Which assets lack enough data to do a meaningful assessment?
- ✓ The intersection where community assets are impacted by hazards, should be the focus and direct priority to address risks and vulnerabilities.

Approaches to Categorizing Assets

- At a minimum, assess emergency response facilities and critical public facilities related to essential services such as police, fire, water and power.
- A more comprehensive assessment may include residential units, infrastructure systems, and/or recreational spaces. (Asset definition on Page 3.10).
- The most comprehensive approach would be to evaluate all assets individually, but this will likely require more resources than are available. This process can be simplified by choosing a representative asset to assess that may be similar to many others, house important services, or serve a large number of residents. If assessing a representative asset is not possible, asset classes can be assessed with far fewer resources, but can still provide information useful for your community.

Identify Hazards & Assets

Identify Important Community Assets

[illegible]

Use the table to begin building your asset list using the questions on page 3.9 to help focus the process. Build off the asset classes on the previous page and identify those most critical to the community - as either an individual asset (i.e. City Hall) or as a representative asset classes (elementary schools).

Individual Asset: A unique or critically important asset for which findings would differ from other assets. For example, a power plant or major thoroughfare are examples of individual assets.

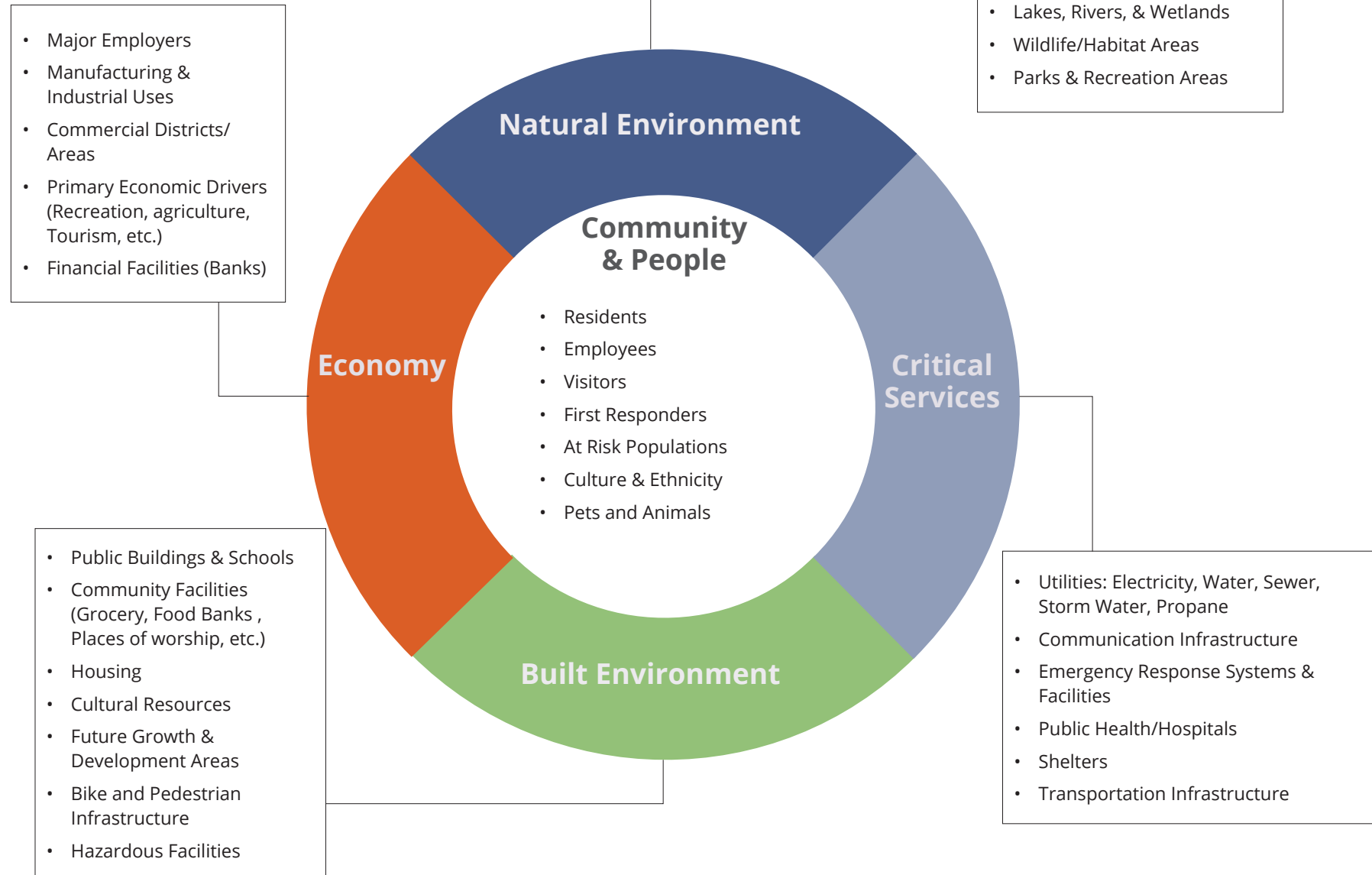
Representative Asset: Assessment findings would be similar across a group of similar assets and would streamline the assessment process. For example, an elementary school may have very similar vulnerabilities across a jurisdiction. So instead of assessing each site, the assessment can be for the cross-section to reveal potential vulnerabilities inherent in all schools. Locational issues may be unique to all facilities or assets and should be considered when necessary.

Asset Class: An asset class is a categorization of similar assets in one group. The graphic on page 3.10 shows five classes: community and people; critical services; built environment; economy; and natural environment. Categorizing a class of assets allows jurisdictions to develop goals and strategies that may address the broad grouping. For instance, for community and people, a goal could be zero loss of life in disaster.

Identify Hazards & Assets

Example Asset Classes

Assets may fall into multiple classes.



Identify Hazards & Assets



Key Steps:

- ✓ Develop assets profiles
- ✓ Conduct risk assessment

Risk Assessment

The risk assessment is one of the core elements of resilience planning. The objective of the risk assessment is to determine where hazards and community assets intersect and to determine what the potential impacts are at that intersection - or what is the asset's vulnerability and risk to hazards. In the assessment, make sure to consider:

- ✓ All aspects of an asset's vulnerability including the impacts to people- especially at-risk populations, to the economy, and to the environment.
- ✓ Relationships of various assets - are their seemingly unimportant assets provide support to a critical asset?
- ✓ Who controls the asset and how will it impact what can be done to protect or support the asset? (e.g. private owned land)
- ✓ Are their particular physical or design attributes that make an asset particularly vulnerable, such as age of the building?

- ◇ Resource: California Office of Planning and Research General Plan Mapping Tool
- ◇ Resource: FEMA HAZUS-MH model
- ◇ Resource: ART How-to-Guide: Exposure Analysis

Identify Hazards & Assets

Risk Assessment Details

Describe the asset or asset class. Describe the key functions of the asset or asset class, the geographic extent of it, who it serves, and any other relevant basic information.

Describe key issues. Identify pressing issues such as vulnerable populations that may be affected, very high risk areas, or significant financial consequences.

Describe the vulnerabilities. List all of the vulnerabilities uncovered. There are a few basic categories that can help organize vulnerability types:

- **Information.** Poor data/information can hinder understanding of vulnerability and risk, or can impact the ability to achieve mitigation or adaptation strategies.
- **Governance.** Identify governance characteristics such as inadequate authority or regulatory mechanisms, inadequate or unavailable sources of funding, or lack of mechanisms to address issues affecting multiple sectors, jurisdictions, or communities.
- **Functions.** Identify functions, roles, or relationships that make assets especially vulnerable. For example, a senior facility may be more vulnerable than an office building because of its function and the dependence on outside services. Functional vulnerabilities could include lack of system redundancy, dependence on vulnerable assets, the function of the asset itself, or the asset's position in a networked system.
- **Physical.** Physical vulnerabilities that make an asset acutely sensitive or limit its ability to withstand hazards. This could include water sensitivity or being highly erodible buildings that are built to older codes that are known to perform poorly in disasters.

Describe the short-, mid- and long-term consequences. Summarize the effects that vulnerabilities could have on people, the economy, and the environment.

- **People.** Describe the effects on people where they live, work, recreate, obtain key services, and conduct other day-to-day activities. Consider vulnerable populations.
- **Environment.** Describe the effects on the environment, such as damage to wetlands from sea level rise or potential hazardous materials release.
- **Economy.** Describe the effects on important elements of the regional economy, such as impacts to goods and movement of people, employment centers, and business sectors.

♦ **Resource: Risk Assessment Questions: Individual or Class**

♦ **Resource: Community Asset Data Identification Worksheet**

Sample Hazard Impact Statement

"Wildfires can result in the disruption of the communication systems resulting in confusion, breakdown in emergency response, and inability to coordinate across jurisdictions."

Rapid Risk Assessment Exercise

Use this exercise, starting on Page 3.16, with your project team and/or Advisory Group to get a sense of the level and type of information needed to conduct an assessment. This exercise expedites and simplifies the Risk Assessment questions to provide a quick overview of the vulnerability of an asset (in particular physical assets). It can be used with a hypothetical asset and hazard to help education and become comfortable with the data and assessment. It can also be conducted on an actual asset and hazard. This exercise is designed to be a warm-up, not a substitute for doing a more detailed risk assessment.

The exercise will include the following elements:

- ✓ Review location, map(s), and area for Assessment.
- ✓ Determine Resilience Goal(s).
- ✓ Identify and align "Triggers" (i.e. policies, plans, or other efforts that may inform assessment).
- ✓ Identify a priority asset and hazard.
- ✓ Discuss the questions in the Rapid Risk Assessment with the group.
- ✓ Discuss how hazards impact assets.
- ✓ Summarize vulnerability.

Identify Hazards & Assets

Asset:		
Hazard (note past occurrences):	Hazard Impact Statement:	
Existing Conditions: Describe the asset and highlight current conditions or stressors that could affect vulnerability.		
Physical asset functions (e.g., type of land use, community served, services provided):	Type ☐ Residential ☐ Institutional ☐ Industrial ☐ Commercial ☐ Other:	Community Served (e.g. public, elderly, low-income) Serves: _____ _____ _____
Who owns the physical asset? Are the owner and manager different?	Owner ☐ Public ☐ Private	Manager ☐ Public ☐ Private ☐ Different than owner? Explain:
What is the current condition of the asset? Has it recently been upgraded or retrofitted?	☐ Yes ☐ No ☐ If, yes explain:	
Physical Vulnerabilities: Identify conditions or design aspects that make an asset particularly vulnerable to impacts.		
What characteristics make the asset more or less vulnerable to hazard? Examples include water or salt-sensitive mechanical components, or flammable building materials.		

Identify Hazards & Assets

Functional Vulnerabilities: Describe asset function and/or relationships with or dependence on other assets that can make them vulnerable to impacts.

Is the asset part of a networked system such that damage to other parts of the system would affect the asset's ability to function?	☐ Yes ☐ No If yes, are there alternatives to maintain continuity of service?	
What external services does the asset rely on?	☐ Power ☐ Communications ☐ Food	☐ Fuel ☐ Materials/supplies ☐ Other:
If external services were interrupted, are there back up supplies in place?	☐ Yes ☐ No If yes, how long would they last? (mark one) Hours Days Weeks	

Governance Vulnerabilities: Describe challenges with management, regulatory authority, or funding options for adapting to impacts.

What governance issues exist and pose a potential risk? (Funding, governance, operation, management?)		
Are there funding sources that can be used to assess hazard risk, climate vulnerability or resilience?	☐ Yes ☐ No If yes, describe:	

Consequences: Describe potential impacts on society, equity, the economy, and the environment.

Who in the community would be affected by damage, disruption, or loss of asset function?	☐ People where they live ☐ People where they work ☐ People where they recreate	☐ Elderly ☐ Youth ☐ Low Income ☐ Other:
What scale of economic disruption would occur if the asset was damaged, disrupted, or failed?	☐ Local ☐ Regional ☐ State ☐ National	Describe:
What would the consequences be to ecological services be if the asset was damaged or lost?	☐ Habitat or species benefits ☐ Public access ☐ Flood risk management	☐ Water Quality ☐ Other:



Develop Strategies



Key Steps:

- ✓ Summarize assessment information into clear, outcome-oriented problem statements

Ecological Services

Ecological goods and services (EG&S) are the benefits arising from the ecological functions of ecosystems. Such benefits accrue to all living organisms, including animals and plants, rather than to humans alone. However, there is a growing recognition of the importance to a society that ecological goods and services provide health, social, cultural, and economic needs.

What are the community's primary vulnerabilities?

After completing the risk assessment, summarize the findings to identify the most significant risks in the community. These findings or “problem statements” will help to craft effective strategies and actions.

- ✓ Communicate critical planning issues, for example which critical assets are particularly vulnerable, what areas currently have repetitive losses, or how many high hazard areas are currently zoned for future development.
- ✓ Assist the community and stakeholders to prioritize and focus on the areas that have the greatest need for mitigation or adaptation based on the risk assessment.
- ✓ Create a clear and cogent “story” to help support decision-making by elected officials and other stakeholders.
- ✓ Provide a foundation for seeking funds to reduce risks and increase community resilience.

Identifying high priority or impact problems

Some vulnerabilities will rise to immediate or near-term need, such as those that have:

- Broad or wide ranging effects on society and equity including impacts to a large geographic area, large numbers of residents, or highly vulnerable populations such as those with special needs.
- Negative impacts on the environment by reducing ecosystem benefits provided by natural areas, such as flood risk reduction, water quality improvement, and supporting biodiversity.
- Significant impacts on the economy at multiple scales, including local, regional, statewide and national.

Develop Strategies

- Urgency and complexity which requires a longer timeframe to address. For example, there may be a stretch of shoreline may flood with small amounts of sea level rise, but will take a long-time to solve due to complexities in ownership, management, financing, and regulatory oversight.
- Cascading effects on other assets, services, or communities. This is particularly an issue for networked assets, such as transportation, utilities, and shoreline protection, which are interconnected in a manner such that failure of one part of the system will disrupt the rest of the system. This will also be an issue for assets that rely on other assets to maintain functionality, for example hospitals, nursing homes, and wastewater treatment plants that rely on uninterrupted power supplied by others.

Sample Problem Statements

Problem statements can be developed for each hazard, asset class, or specific individual assets evaluated in the risk assessment, for example:

“The North Creek Sewage Treatment Plant is located in the 100-year floodplain and has been damaged by past flood events. It serves 10,000 residential and commercial properties and it is the primary treatment plant for this area.”

“City Hall is located in an area that is likely to experience very high levels of shaking in either a San Andreas or Hayward earthquake. The building is an unretrofitted unreinforced masonry building built before 1930 and therefore highly vulnerable to damage in an earthquake.”

“Five of the eight public elementary schools in this city are in moderate or high ground shaking areas and one is located in both a liquefaction zone and in the 100-year floodplain. One middle school is not currently in any hazard zone but will likely experience future flooding with 36” of sea level rise. There is a data gap around the retrofit status of any of the schools; it is unknown if any have been seismically retrofitted.”

- FEMA Local Mitigation Handbook

Write brief summary problem statements describing the vulnerabilities and consequences that have been identified. This can build upon the Rapid Risk Assessment Exercise.

Develop Initial Problem Statement

Asset:

Hazard:

Summarize impact:

Level of Urgency/Importance:

Problem Statement:



Key Steps:

- ✓ Develop an initial list of strategies that are responsive to the problem statements and can help solve the community's vulnerabilities
- ✓ Basic information on each strategy that sets you up to properly evaluate strategies (in Step 7) and create ownership for strategies

Strategy Resources

While able to draft mitigation and adaptation strategies from scratch, there are many sources for best practice strategies. Existing city documents like past LHMPs, Safety Elements, Housing Elements, Climate Action Plans, Sustainability Plans, or Climate Adaptation plans, from your State Hazard Mitigation Plan, are a good place to start.

♦ **Resource: Handbook Strategy Idea Sources**

Develop Strategies and Actions

Once the Risk Assessment is complete, develop strategies and clear actions to address the vulnerabilities. It is important to ensure that the strategies developed are actionable, feasible, and acceptable by stakeholders and the community.

- ✓ Strategies should link directly to problem statements: strategies offer the solutions to the problems identified in the risk assessment.
- ✓ Select fewer, more actionable strategies than a long laundry list of potential actions.
- ✓ One strategy may address multiple problems.
- ✓ Ensure that there is someone who can be the lead on a strategy. - someone who has the authority (political will too), ability, time, and resources to make it happen, or to identify a different solution.
- ✓ Strategies should directly align with Resilience Goals and have a set of clear actions to implement the strategy.



Develop Strategies

Types of Strategies and Actions

Each kind of problem may have different approaches or types of strategies required. The following are examples of ways to categorize and consider solution sets.

- ✓ Operational – Strategies to enact operational and governance-related improvements.
- ✓ Programmatic - Strategies to expand or create new programs , activities, and initiatives.
- ✓ Plans, Regulations, & Policy development – Strategies to develop or revise policies, plans, regulations, and guidelines.
- ✓ Capital Improvement/Infrastructure Projects - Strategies designed to address physical and functional deficiencies and needs in the built and natural environment.
- ✓ Education/Outreach/Coordination – Strategies related to initiating or expanding partnerships and relationships, communicating and sharing information, and building awareness.
- ✓ Evaluation – Strategies to improve feedback, input, and data and information or conduct further or new analyses.

Sample Problem Statements & Strategies

Operational Strategy

Problem: The City has a lack of staff to enforce building codes and adherence to retrofit policies.

- Within the next year, build staffing capacity to implement and support plan implementation.

Policy Strategy

Problem: Electric power outages occur on a regular basis during winter storms, resulting in business in core commercial areas to lose customers.

- Within the next five years, require all new commercial solar installations to include energy storage with a minimum of 3 hours of downtime.

Education/Outreach/Coordination Strategy

Problem: There are over fifteen agencies and twelve non-profits involved in addressing sustainability and resilience in the city, resulting in substantial gaps, duplication, and increased competition for funding.

- Develop and convene a regional sustainability council to coordinate and align efforts of the agencies and non-profits.

Strategy Development Exercise

The adjacent table provides a framework to develop a strategy. Complete the table below for at least one problem statement and strategy. Copy page for additional worksheets.

On Page 4.16 this information will be expanded to create the steps for implementing the strategy.

Strategy Development Information				
Problem Statement	This is the problem statement that the strategy is responding to. This should come out of your risk assessment and should include community goals.			
Strategy	Clear, simple strategy statement.			
Strategy Result Summary or Objective	A short description of what the strategy is designed to achieve.			
Hazards Addressed	Wildfires	Flooding	Mudslides	Other
Roles and Responsibilities	Lead Agency: Which agency has the authority, capacity, and knowledge to implement.	Partners: Stakeholders who have some decision-making authority, political influence, policy or regulation authority, or who can assist with implementation.		Staff/Dept Lead: Responsibility party to oversee the project and implement.

Strategy Development Information				
Problem Statement				
Strategy				
Strategy Result Summary or Objective				
Hazards Addressed				
Roles and Responsibilities				

Develop Strategies



Key Steps:

- ✓ Prioritize strategies that reflect the community's goals, capacity, and desired outcomes
- ✓ Engage stakeholders to evaluate strategies

- ♦ **Resource: Handbook Evaluation Criteria Worksheet**
- ♦ **Resource: ART Adaptation Response Open House Engagement Exercise**

Prioritize Strategies

The initial list of strategies from the previous step will likely need to be refined and prioritized further to ensure that they align with the community's desires and to ensure the solutions can be effectively implemented. This step is critical, and can be the difference between creating a plan that sits on a shelf or one that has natural advocates, clear direction and focus, and substantial support to move forward. The work begun initially in developing a stakeholder and community outreach plan and the activities to this point will translate into a informed group of people, who understand the issues, are clear about the risks and vulnerabilities, and recognize the problems that need to be addressed. This informed group will be valuable in the prioritization exercise.

There are many approaches to prioritizing the strategies. Choose an approach with the advisory group or project team and agree upon the method before digging into the strategies. Below are examples as well as a worksheet for use.

1. Determining how well each strategy aligns and serves resilience goals: a **qualitative approach that can use a high, medium or low rating**. This is perhaps the simplest, but does not provide much nuance.
2. Establish an independent criteria built upon resilience goals. Criteria could be developed using **specific lens of interest** for the community. These criteria can then be rated on a scale of 0-5 or 0-10 or by high, medium or low. Below is a sample of how to use a "lens":
 - **Society and equity:** Strategy supports the community and the services on which they rely, with specific attention to disproportionate impacts due to inequality.
 - **Economy:** Strategy enhances or improves strength of the economy, businesses responsiveness, or buffers the economy by addressing costs of physical infrastructure damages or lost revenues during periods of recovery.
 - **Environment:** Strategy protects and preserves unique and irreplaceable ecosystem functions, services and species diversity.
 - **Governance:** Strategy strengthens organizational structure, management responsibilities of assets, jurisdictional mandates, and the mechanisms of participation that affect vulnerability to hazard impacts.

Develop Strategies

Strategy	Feasibility					Social Benefits					
+1 - Criteria Definitely Met 0 - Unsure/Don't Know -1 - Criteria not met/negative effects	Political	Technical	Admin.	Local Champion	Legal	Access	Life Safety	Awareness	Social Capacity	At-Risk Popula- tions	Recreation

Develop Strategies

Economic Benefits				Environmental Improvement					Community Objectives		Total Score
Jobs	Commute/ Logistics	Reduces Disrup- tions	Reduces Damage	Habitats & Biodi- versity	Water Quality	GHG	Water Use	Energy Use	Values	Link to Existing Plans	

Develop Strategies

Building Consensus on Priorities

The following questions may help to identify top priorities if ratings are too close or if there is a lack of consensus:

- ✓ Is there a champion? Is there someone who strongly believes it is a top priority and is willing and able to devote time and resources to implementing it in the short term?
- ✓ Is it aligned with other ongoing or planned efforts? Can you adapt projects already underway to include mitigation or adaptation efforts, or if you implement the strategy does it meet multiple goals?
- ✓ Is it an “easy win”? An easy win is a strategy that is easy to achieve and provides a high level of benefit.
- ✓ Is it an “unlocking” strategy? Unlocking strategies are interim steps that open the door to other action. For example, do you need to do additional studies or involve new stakeholders before you can implement a priority strategy?

Santa Cruz County Local Hazard Mitigation Plan 2015-2020

Prioritization Criteria

The following is another example of a prioritization criteria.

Very High Priority

- A project that meets multiple plan objectives
- Benefits exceed cost
- Has strong community support
- Addresses those hazards presenting the highest risk
- Funds are identified or potentially available
- Project can be completed in one to five years once project is funded.

High Priority

- Project meets at least one plan objective
- Benefits exceed costs
- Funding has not been secured
- Project can be completed in one to five years once project is funded

Important

- Project mitigates the risk of a hazard
- Benefits exceed costs
- Funding has not been identified and/or timeline for completion is considered long-term (five to ten years)



Key Steps:

- ✓ Jump-start implementation of prioritized strategies.

Develop Implementation Plan

Once strategies have been identified and evaluated and developed a short list of actionable, responsive strategies with local buy-in, the next step is to develop an implementation plan that identifies the next steps, identifies timing, responsibilities, metric for success and actions to move the strategy forward. This builds on the Strategy Development Information in Step 6. The result of this activity should be a three to five year plan that maps out the activities, priorities, and order of magnitude costs for each strategy. Things to consider in this step:

- ✓ What is the best timeframe for the implementation plan? Less than five years is reasonable and is relatively predictable. Some strategies, such as major infrastructure projects, may require a longer timeframe, especially as part of a general plan, and require ten to twenty years. The longer the timeframe, the less information, certainty, and feasibility the strategy will have.
- ✓ Who controls the dependencies that will lead to the success of the strategy? For instance, does a strategy rely on a different organization passing a policy or funding the activity? The more dependencies and the more actors involved in achieving a strategy will likely require more time and resources to complete.
- ✓ Can the project move forward with some easy win-win strategies early, even if they are not a priority? People and decision-makers like to see action and if there is a way to move forward some activities quickly, make that clear in the implementation plan.
- ✓ Does a strategy connect to another project? If so, review the timeline for that effort and make sure the implementation plan is responsive to that timeline.
- ✓ The Implementation Plan is a final opportunity to ground-truth the feasibility of a solution and make sure it will actually be effective. If a strategy has been moved forward to this point, and it is more aspirational than realistic, adjust implementation to reflect that reality.

Develop Strategies

Implementation Plan Example

The Implementation Plan below is an example from the State of California's Zero Net Energy Action Plan. This Implementation Plan includes the Goal, Main Strategy (identified by the 1.1, 1.2, 1.3), a metric to measure success, the lead and partner, information about other activities, funding sources, estimated start, and the status. In addition, more specific tactics are included indicated by the 1.1.1, 1.1.2, and 1.2.1.

New Residential ZNE Action Plan							
Strategy		Metrics	Leads/Partners	Additional Activities/Comments	Effort/Funding	Est. Start	Status
Goal 1. Demand and Awareness							
1.1	Plan and launch comprehensive and targeted outreach and awareness building activities statewide and regionally	Funding is allocated for ZNE target awareness and outreach by first quarter of 2015	IOUs CPUC/Energy Commission/Builders /Local Government	Contract with Outreach and Awareness Consultant (may be up to \$3 million over several years)	Major Initiative Additional IOU Funding	6/1/2015	Priority - Gap Complete Some Activity Pending/TBD
1.1.1	Agree upon a consistent, clear and simple layperson definition for ZNE to be used for messaging, promotion and education in conjunction with clarity in a technical "ZNE Code" definition	CPUC and Energy Commission adopt a ZNE Code definition by 2014 and market actors test messages for various levels of ZNE in 2015-2016	CPUC/Energy Market Actors	Part IEPR Proceeding. A more market friendly definition is part of the stakeholder toolkit developed by NBI. May be further tweaked for marketing campaign.	Admin/Coordination No Funding Req.	7/7/2014	Priority - Gap Complete Some Activity Pending/TBD
1.1.2	Develop clear, accurate and consistent sales and marketing tools for use by policy makers and all levels of the real estate, lending professionals, design, and construction industry	Expand messaging toolkit for residential and widely distribute to key market actors by early 2014	IOU/CPUC NBI	RZMC 6.1.3.3- Provide educational toolkits to help builders address homebuyers' concerns about the re-sale value of ZNE-type homes, by promoting study results showing higher resale values of Energy Efficient and solar homes.	Moderate Effort Additional IOU Funding	6/1/2015	Priority - Gap Complete Some Activity Pending/TBD
1.2	Leverage community and civic leadership to build awareness and advocates for ZNE at the local, regional, and state level	10% of local governments pass a resolution supporting ZNE goals by first quarter of 2016	SEEC (IOU funded) CBIA/local government, and other stakeholders	Connect to AB 758; Connect/or utilize planning from ZNE Recognition Initiative; Funding to be determined	Moderate Effort Funding TBD	5/4/2015	Priority - Gap Complete Some Activity Pending/TBD
1.2.1	Engage and educate Governor's office and legislators about ZNE goals and benefits, potential barriers and need for state engagement	Hold regular briefings with Governor's office and interested legislators beginning in first quarter of 2015	CPUC/CEC ZNE stakeholders; State and local agencies	This has begun thru ZNE Advisory Committee and ZNE Recognition Program; AB 758	Advocacy/Education	10/6/2014	Priority - Gap Complete Some Activity Pending/TBD
1.3	Integrate builder recognition program, promotions and marketing incentives into the Early Adopter Program	Early Adopter Program includes incentives for marketing in 2015 and recognition program by end of 2015	IOUs/CPUC Builders	Connected to High Performing Walls and Attics; ZNE Recognition Initiative	Moderate Effort	9/1/2015	Priority - Gap Complete Some Activity Pending/TBD

Implementation Example

The adjacent implementation plan provides a more narrative approach from the Peralta Community College District Sustainability Plan.

Measure E - 1 Follow the Peralta Green Building Guidelines ★

The Peralta Green Building Guidelines have been developed to provide guidance to each campus on how to contribute to a Zero Net Energy District. To do this, every campus must follow the actions presented in the Green Building Guidelines for all new buildings as well as existing building optimization and maintenance. Achieving ZNE at Laney would effectively reduce all electricity and natural gas emissions to zero. Although ZNE is a visionary goal, it is attainable through the strategies provided and would make Peralta a national leader in energy efficiency.

Est. Activity Reduction:
NA
Est. GHG Savings:
Supportive
Co-Benefits:
Economic
Resilience

IMPLEMENTATION PLAN

Actions	Priority	Lead	Cost	Funding Source
Implement the Peralta Green Building Guidelines	Before onstruction of new buildings or infrastructure	Facilities, Purchasing, Sustainability Staff	Marginal capital costs compared to new building construction	Various (see funding guide)

Measure E - 2 Hire a Facilities Manager ★

Laney College should hire a full time facility manager with the appropriate skill and qualifications to to manage and operate high performing buidlings which are mandated by the Peralta Green Buidling Policy. The Facilities Manager will ensure that all buildings are operating to the designed specifications and work to implement the SRMP and Campus Specific Plan alongside the Sustainbiltiy Coordinator.

Est. Activity Reduction:
Supportive
Est. GHG Savings:
Supportive
Co-Benefits:
Economic
Resilience

IMPLEMENTATION PLAN

Actions	Priority	Lead	Cost	Funding Source
Hire a full time facility manager	0-1 year	DGS/HR	60k-80k year ¹⁹	N/A
Alternatively, train a current facility member to work on high performance buildings, conduct comissioning, and implmenet the SRMP and Campus Specific Plan.	0-1 year	DGS/HR	60k-80k year	N/A

Develop Strategies

EXERCISE: Develop Strategy Implementation

Using information developed on Page 4.7, complete the following implementation framework to outline how to implement the strategy.

Strategy Implementation FRAMEWORK	
Strategy	Use the same Strategy as developed on Page 4.7.
Priority	Determine priority level. May be quantitative or qualitative or high, medium and low.
Actions/Activities	Steps and dependencies that are need to implement the strategy.
Cost Estimate	General estimate of the cost of implementation. This can be quantitative or qualitative (no cost, low, medium, high).
Benefits (losses avoided)	General estimate of the impact of the strategy. Can be quantitative (lives, homes, or dollars saved), or qualitative (low, medium, high benefit).
Potential Funding Sources	How the implementation of the strategy might be funded. This may include general operation funds, grants, fees, or other financing tools. Plan for accessing and securing funding.
Timeline	How long it will take to implement the strategy. Set a date or use a qualitative timeline estimate (near term, long term).

Strategy Implementation	
Strategy	
Priority	
Actions/Activities	
Cost Estimate	
Benefits (losses avoided)	
Potential Funding Sources	
Timeline	

Implementation as a Campaign

Implementation can be part of long-term sustainability for resilience building, ensuring ongoing support and funding for future projects and initiatives. Below are some key principles to think about to align implementation with the garnering of support.

- Understand the needs and wants of “voters” (stakeholders and community members)
- Get a read on the atmosphere with surveys and polling.
- Sell “voters” on ideas in a way that makes them feel invested in the outcome
- Utilize as an effective means to conduct fundraising
- Build a culture (and messaging campaign) that is receptive to desired outcome (s)
- Plan on a lot of ongoing public outreach and education – people have short memories and need constant reminders about why they should care.
- Time projects when the atmosphere is “right”. Just because a timeframe was identified in a plan does not mean it cannot be done earlier or later to benefit from external conditions.

Moving Past Common Barriers to Implementation

Implementation is the most difficult part of any planning effort. Many can get behind a concept, but when it comes to dedicated funding, time or resources, it can be a challenge. The following are common barriers:

- ✓ Lack of agreement about what actions to pursue
- ✓ Lack of political support for projects
- ✓ Lack of trust and relationships if a project requires the engagement of multiple departments, agencies, or a public/private partnership
- ✓ Lack of staff capacity
- ✓ Lack of funding
- ✓ Scale problems – who is the appropriate initiating agency?
- ✓ Coordination around ownership and regulations

Catalysts for Implementation

The process identified in this workbook are designed to help avoid the pitfalls above, particularly the engagement of stakeholders, decision-makers and the community. The following are some essential principals to adhere to when developing implementation plans to pro-actively avoid issues:

1. **Get political buy-in:** Make sure that the key decision makers have committed to the effort and listen carefully to their needs and address them in the plan.
2. **Ensure sustained commitment:** Get official plan adoption by the appropriate body(ies) or council and a funding allocation to implement at least some part of the plan. Adopting a plan and dedicating funding helps to guarantee long-term success that is not reliant on new administration approvals. Also effective is getting a resolution with some level of required action.

Develop Strategies

3. **Focus on the money:** If there is a strategy that has money connected to implementing or may result in new revenues, it is most likely to be successfully implemented.

4. **Show results:** Measure your results and report out to the those who support (or not) the effort. Provide advocates with talking points and success stories that will make everyone look good and illustrate the benefits of the Plan's implementation.

5. **Leverage other successful projects, processes, partners, groups and funding sources:** When possible link with other efforts to extend the benefits of implementation and show support of others.

6. **Be bold:** Don't be afraid to do something completely new, as long as continuing established buy in and support from key people.

Self-Reliant Funding - Beyond Grants

- General obligation bonds
- Special Tax Assessment Districts—these voter-approved areas can levy taxes to be used for risk reduction programs
- Capital planning budget
- Special tax assessment districts
- Resilience impact fees –innovative approach to embed resilience fees in development entitlements or via building permit processes
- HUD entitlements—repurposing existing federal allocations for higher-impact resilience benefits is allowable under program guidelines; HUD Disaster Recovery funds
- City reserve funds
- Parametric-triggered catastrophe insurance—re-insurance firms offer policies tailored to address probable disaster impacts in a defined area
- PACE, on-bill resilience financing—use these established programs to fund risk reduction/resilience improvements as allowable under California statute
- Private sector, leverage accessory dwelling unit additions to fund resilience improvements, VC resilience investments
- Existing infrastructure funds
- Enhance Infrastructure Financing Districts (EIFD)
- Water, safety, microgrids, retrofits, housing, transportation

Funding Resilience

Communities see the rising cost of disaster impacts and experience, first-hand, the devastation of landscape-scale disasters. Some recognize that pre-emptive action to reduce environmental/natural hazard risk makes good business sense. With the increased frequency, intensity and duration of disasters (most climate-induced, with the add-on of geologic disasters), acting in advance of disruptions saves lives and short-cuts long-term recovery times. Every dollar invested in resilience actions before a disaster saves at least four dollars in disaster response and recovery costs. However, federal support for communities after major disasters may be limited as FEMA considers reducing its monetary contributions to disaster-stricken communities.

Therefore, it is important to embed resilience in everything. Resilience funding is often limited to external, limited-scope grants or restricted portions of general fund or Capital Improvement Programs (CIP) budgets. Incorporate resilience into existing budget planning, and part of the mainstream operations. Focus on how to influence the community-wide conversation and day-to-day decisions about long-term improvements (CIP). Each jurisdiction can weave financing for resilience into daily activities, including establishing a resilience action agenda through agency planning processes; mainstreaming resilience implementation through the General Plan, climate action plan, LHMP, LCP, and more; and by expanding the stakeholder circle to include diverse parts of the community, along with organizational and governance partners. Below are some key best practice to consider.

Establish a Resilience Funding Menu

- ✓ Develop a multi-layered funding plan to support resilience implementation.
- ✓ Successful fiscal plan can include local funds (existing & new) and externally-secured funds (regional, state & federal).
- ✓ Develop a feasible private-public finance strategy.
- ✓ Target potential philanthropic contributors.

Develop Strategies

Enlist support of senior leaders

- ✓ Develop briefing plan for senior decision-makers to establish program priorities.
- ✓ Present incremental, feasible solutions to address long-term challenges.
- ✓ Strengthen community dialogue and advocacy.
- ✓ Connect resilience actions to important projects or values of decision-makers.
- ✓ Integrate practical next steps that align with or improve existing organizational practice.

Cultivate Internal Allies

- ✓ Work with the organization's executive team to craft staff-level recommendations for resilience actions.
- ✓ Identify senior sponsors who can shepherd projects through planning & budget processes.
- ✓ Contribute value-add revenue plans that leverage potential fiscal investment.

Capture Multiple Funding Sources

- ✓ Access existing, external financing.
- ✓ Repurpose or leverage existing funding and consider how to tapping into that.
- ✓ Launch incentive programs for building retrofits, financing for affordable housing, PACE for hazard, water & energy upgrades.
- ✓ Consider new self-generated funding from within jurisdiction.
- ✓ Push for a state and federal fiscal strategy: building partnerships with agencies and relationships program officers.
- ✓ Talk to local State Hazard Mitigation Officer at Cal OES.
- ✓ FEMA R9 contact.
- ✓ Explore partnerships with local utilities, regional agencies, and other relevant groups.



Action



Refine

Action & Evaluation



Key Steps:

- Develop an Annual Work Plan with specific actions, specific costs, and required timeline.

Creating a Work Plan and Taking Action

In the previous section, an implementation plan was developed that provided a multi-year timeframe with relatively high level activities. The Implementation Plan is appropriate to share with decision-makers, inform stakeholders of priorities, and provide transparency in the plans to move forward. However, to make translate those strategies into budgeted activities, most agencies benefit from more granular work plan that also acts as an annual budgeting tool. This work plan is typically an internal document that allows staff and departments to coordinate and ensure that a strategy is effectively enacted.

A work plan should incorporate the following information:

- ✓ Strategy Name
- ✓ Specific Actions or Tactics to implement strategy.
- ✓ For each action or tactic, include information on the lead, cost, level of effort or estimated hours to complete, funding source, and completion date.
- ✓ It is helpful to use the work plan as a living document and include a status line.
- ✓ Metric or an evaluation measurement by strategy or tactics depending on the required detail.

Action & Evaluate

Sample Work Plan/Action Plan

The following example action plan builds off the earlier sample problem statements and strategies (Page 3.6) to illustrate how they would be translated into a detailed work plan.

Strategy/Tactic	Start Date	End Date	Lead	Partner	Budget/ Resources	Funding Source	Status	Notes/Comments
Strategy 1. Develop and Convene a Regional Sustainability Council								
Action 1.1. Identify and invite potential members	1/1/2019	2/1/2019	Agency		Staff .15 FTE	General Fund	Pending	There should be 15 members representing each neighborhood in the City.
Action 1.2 Develop governance agreement and protocols	2/1/2018	4/1/2019	Agency	Council Members	Staff .25 FTE	General Fund	Pending	Work with Council to agree upon governance before first major meeting.
Action 1.3 Conduct four meetings annually.	5/1/2018	Ongoing	Agency	Council Members	\$250,000 annually, Staff 1 FTE	Sustainability Grant and General Fund	Pending	Ensure that meetings do not conflict with other City routine committee and commission meetings.
Strategy 2. Require all new commercial solar installations to include energy storage.								
Action 2.1 Conduct feasibility study of program and the elements required	1/1/2019	12/31/2019	City Manager's Office	Utility	\$300,000	Utility	Pending	
Action 2.2 Develop program requirements and launch schedule	1/1/2020	6/1/2020	Sustainability Office	Utility	Staff 1.5 FTE	TBD	Pending	
Action 2.3 Develop education program and outreach to inform businesses	1/1/2020	12/31/2020	Utility	Sustainability Office	\$150,000	Utility	Pending	
Action 2.4 Establish enforcement guidelines and determine resources required	6/1/2020	8/1/2020	Sustainability Office		Staff 1 FTE	General Fund	Pending	

Exercise: Develop Action Plan

Use worksheet below to develop an initial action plan

ACTION	Lead	Partner	Budget/ Resources	Funding Source	Status	Notes/Comments
Next 3 Months						
Year 1						
Within 18 Months to 2 Years						

Action & Evaluate



Key Steps:

- Establish Metrics
- Determine Evaluation Methods
- Identify when to revise strategies or action plan

Metrics and Measurement

Establishing effective metrics and measurements of success is a challenging but essential element of any successful plan. Careful development of metrics needs to ensure:

- ✓ The metric is feasible to track the information required to measure the metric. If the data is too difficult or expensive to track and gather, it does not help.
- ✓ The metric means something and is not simply counting. For example, a metric that indicates a number of people who receive training does not necessarily correlate to knowledge.
- ✓ There are not too many metrics. Fewer, more meaningful metrics are better than a laundry list that will not be tracked.
- ✓ Metrics connect to goals and desired outcomes.
- ✓ Metrics provide data for accountability, guiding action, telling a story, and measuring success.
- ✓ Metrics are adaptable and can scale with the effort and do not become unwieldy as a project or program grows.

Qualitative vs. Quantitative Metrics

Metrics can be designed to measure output (quantitative) and/or an outcome (qualitative). If the data is available, outputs are relatively easy to track. Examples of outputs are number of dollars spent or saved, acres of land preserved, or number of staff hired. However an output metric does not necessarily demonstrate the quality or success of a strategy only that something has been done.

An outcome based metric, on the other hand, is more qualitative and tends to measure the value and effectiveness of a strategy. Examples of outcome metrics could be the ecological health of preserved land, or community awareness and preparedness for a disaster.

Action & Evaluate

Example of Outputs versus Outcomes

The following illustrates the difference between outputs and outcomes. It can be useful to choose metrics that measure both.

Outputs "What We Do"		Outcomes "What Difference is There"		
Activities	Participation	Short-Term	Medium Term	Long Term
What we do • Develop projects • Convene/ Meetings • Deliver Services • Educate • Provide products • Facilitate • Partner	Who we reach • Participants • Community members • Agencies • Partners • At-risk populations • Teens/Seniors	Short-term results <i>Learning</i> • Awareness • Knowledge • Skills • Opinions • Aspirations • Motivations	Medium-term results <i>Action</i> • Behavior change • Practice • Decision-making • Policies • Social Activities	Ultimate Impact <i>Conditions</i> • Social • Economic • Civic • Environmental

Sources for Metrics

There is a wide variety of potential data sources for metrics and they should be under the control of the agency in charge, easy to access, and offer an output that preexists or is relatively simple to adjust. Some potential sources of metrics include:

- ✓ Surveys
- ✓ Permits and building data
- ✓ Property tax records
- ✓ GIS maps
- ✓ City databases
- ✓ Utility data

Exercise: On the next page, develop metrics for two or three strategies identified earlier. Consider developing both output and outcome metrics. Outputs may be easier to track on an annual basis whereas outcomes may be tracked on a longer timeframe.

Metrics Worksheet

Strategy	Metric (Outcome/Output)	Source (where does data come from)	Baseline (what is the condition today)	Year ____ (what is your goal for a future point)	Year ____

Action & Evaluate

Evaluate and Refine

Once metrics have been identified and implementation is well on its way, it is important to evaluate results and determine when and where a course correction is needed. Implementation and work plans should be evaluated at a minimum on an annual basis, ideally connected to annual budgeting so two efforts can be done concurrently.

There are a number of reasons why you may need to refine implementation or the Plan:

- ✓ The strategies were successfully implemented and need to identify new priorities
- ✓ Implementation is not achieving results expected
- ✓ There is an unintended consequence of the strategy
- ✓ Funding has changed
- ✓ Political will has changed
- ✓ New data is available or is clearer
- ✓ Other changes in environment of circumstances

Once it is determined that some element of the Plan needs to be refined, it is important to determine if a full update to the Plan is required, if there is a minor modification, or if just the implementation plan or the annual work plan need to be changed. With the determination of level of refinement, the level of community and stakeholder engagement must be decided. The same principles of buy in and support apply to updates as in the original plan development.



Central Coast Region

BUILDING RESILIENCE WORKSHOP

April 24, 2018

PARTNERS



Association of
Bay Area Governments



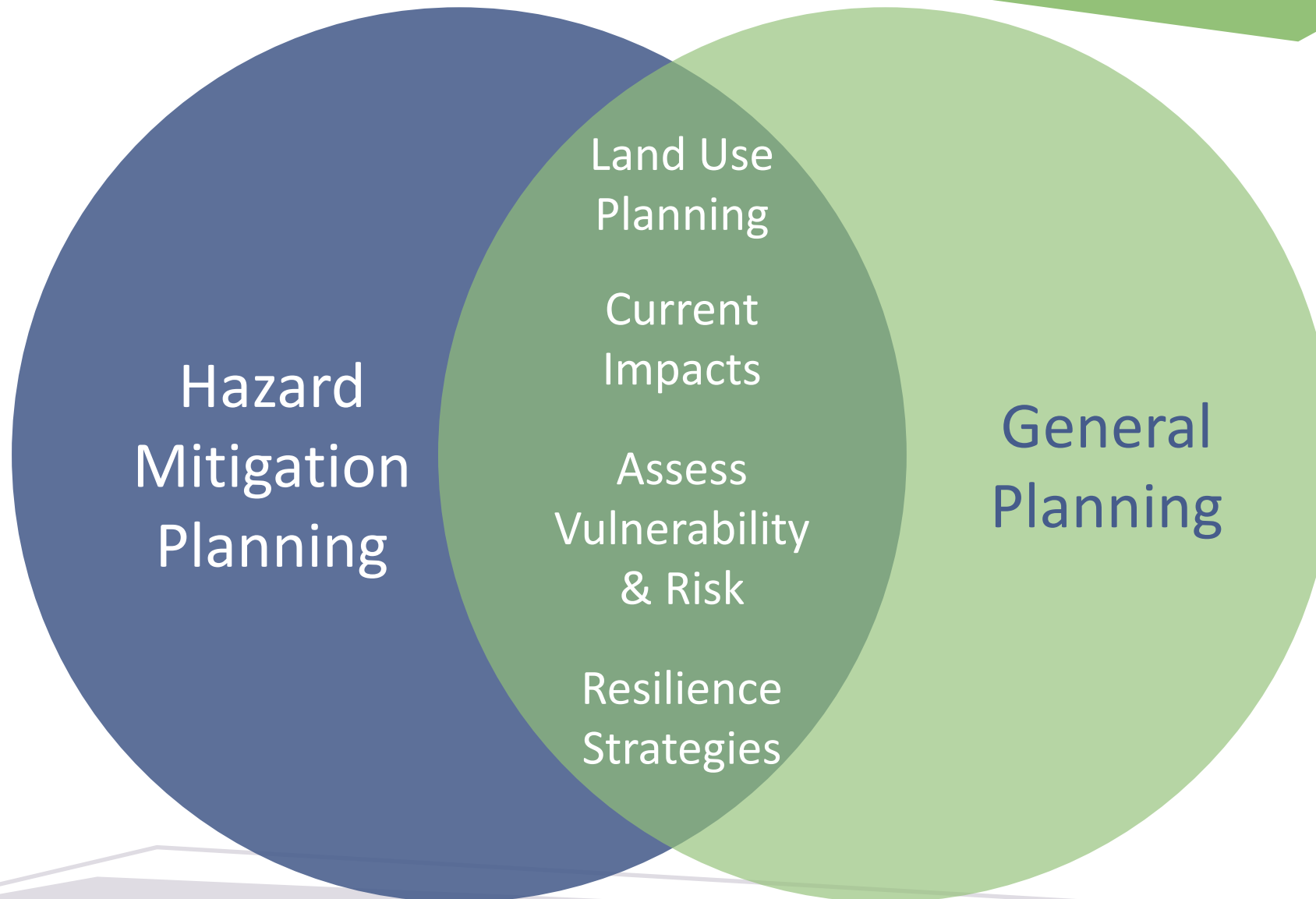


Introduction

Purpose & Need

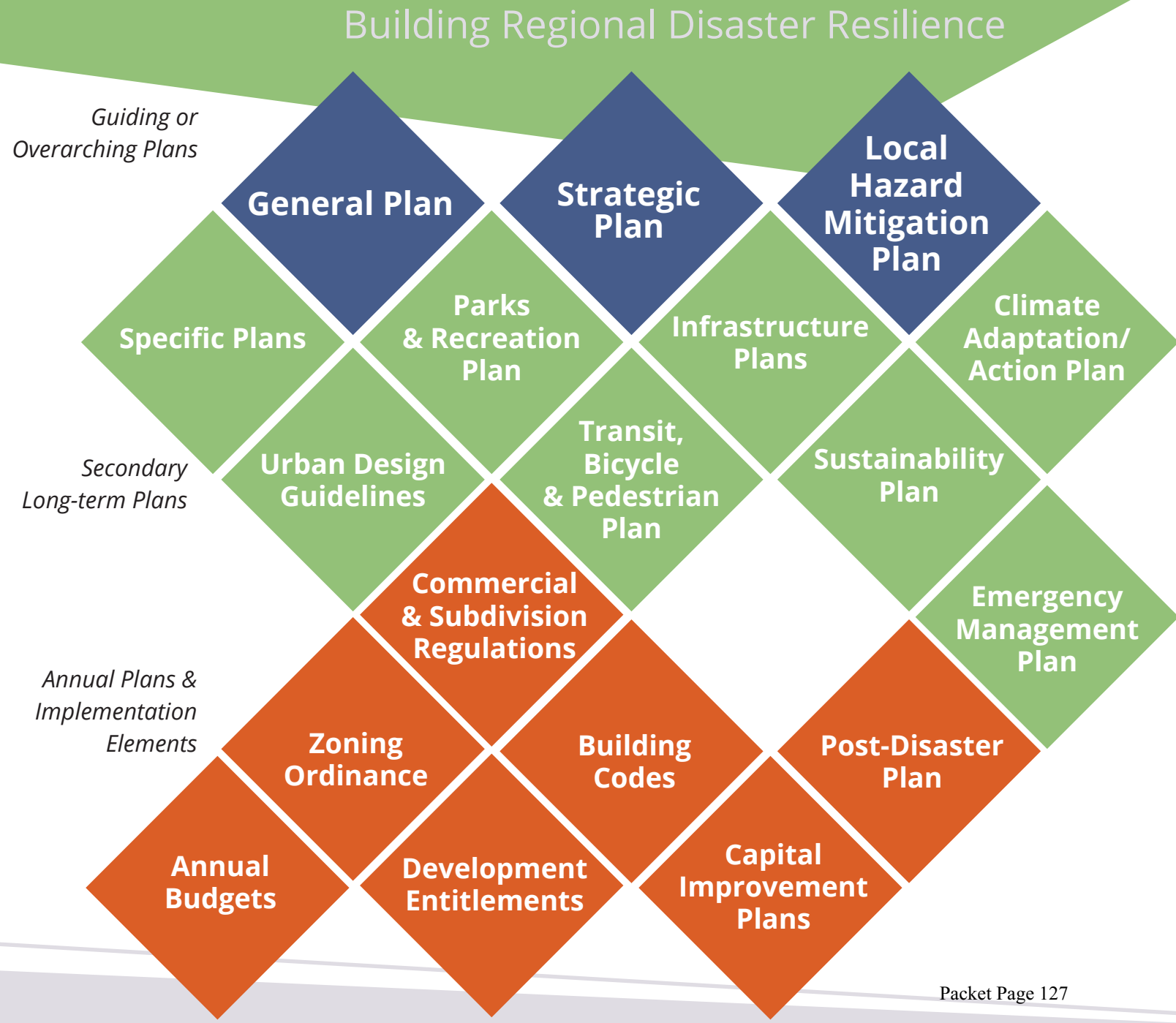
- Federal, State & Local **policy drivers**
- Multiple planning efforts integrated into a **single process.**
- **Multi-scale regional approach** to amplify and coordinates local action.
- Find **commonality and coordinate** with diverse partners on mutually beneficial projects.
- Emphasis on **action** to move the needle on **resilience-building.**



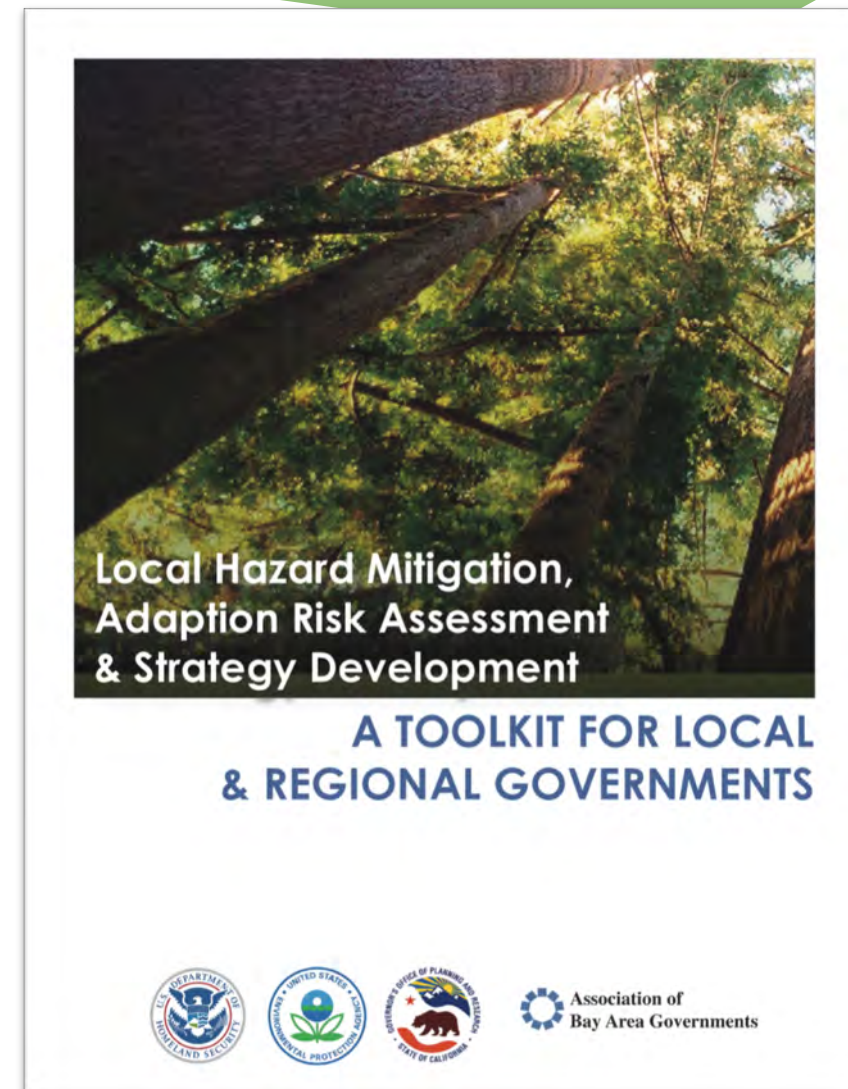
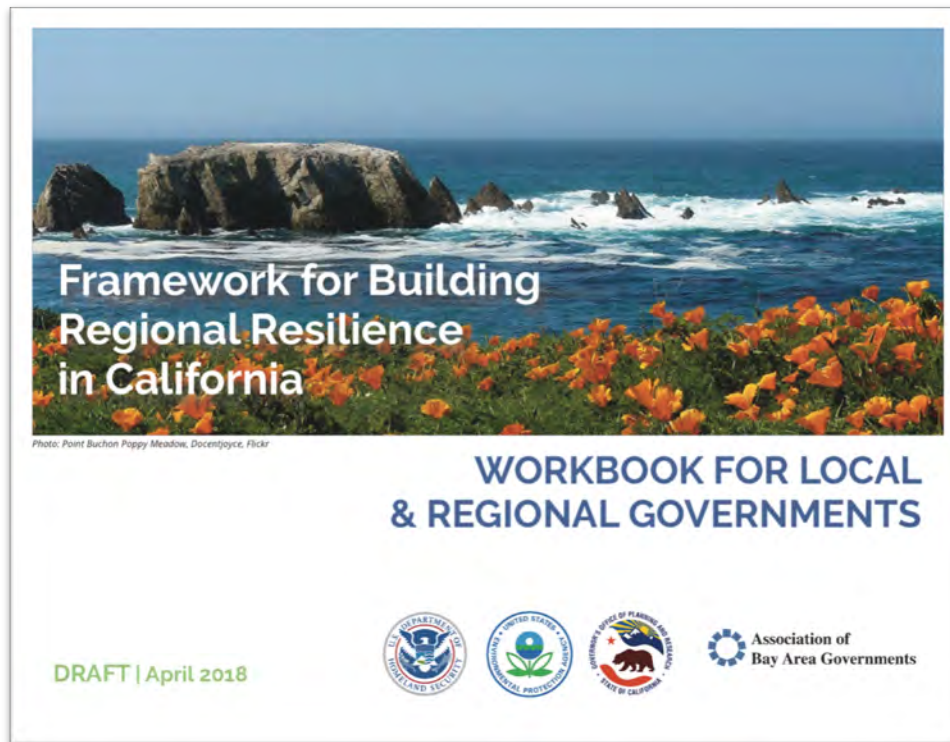


Cascading & Connecting

- Streamline
- Leverage
- Amplify
- Implement!

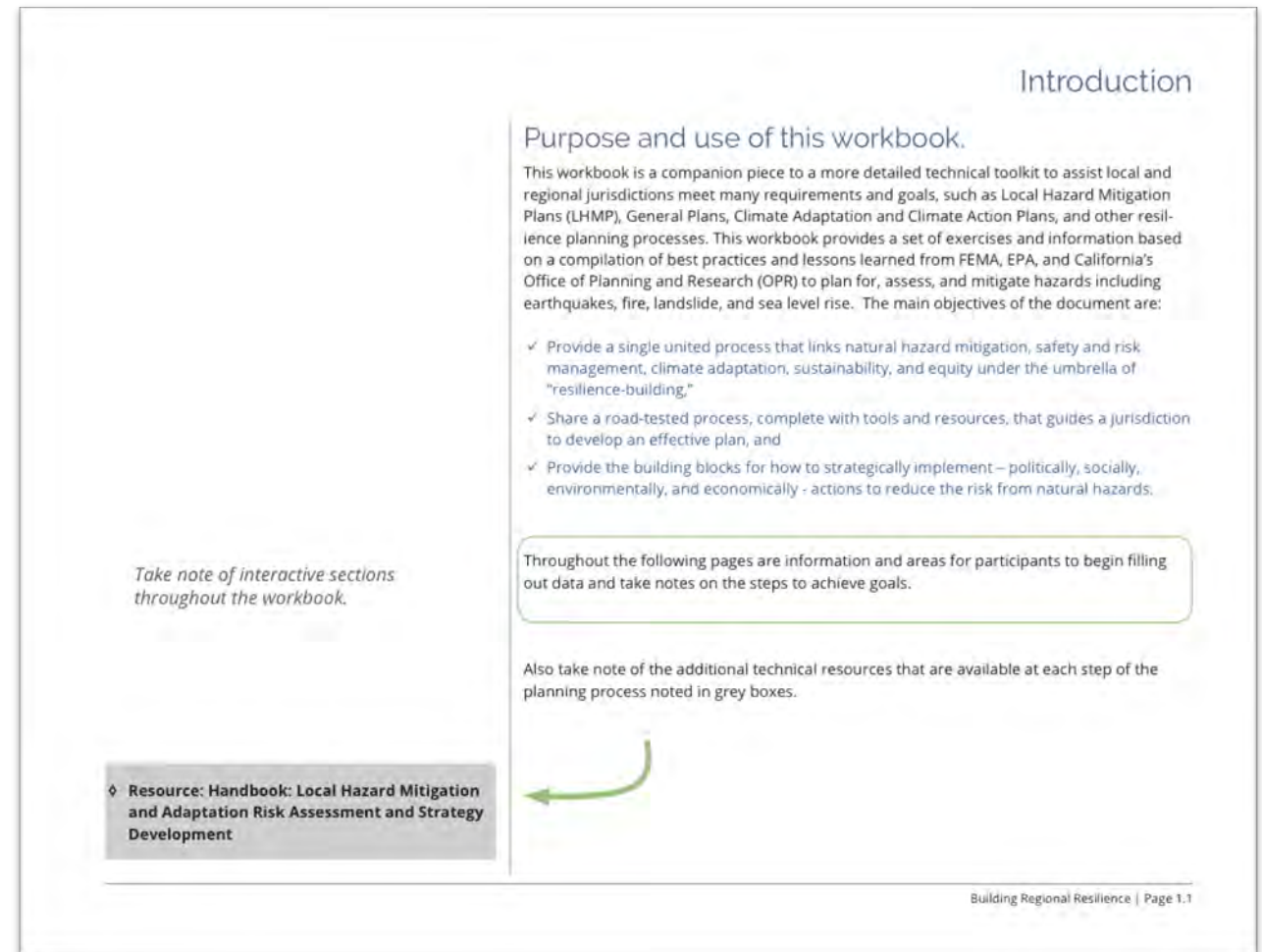


Regional Resilience Workbook & Toolkit



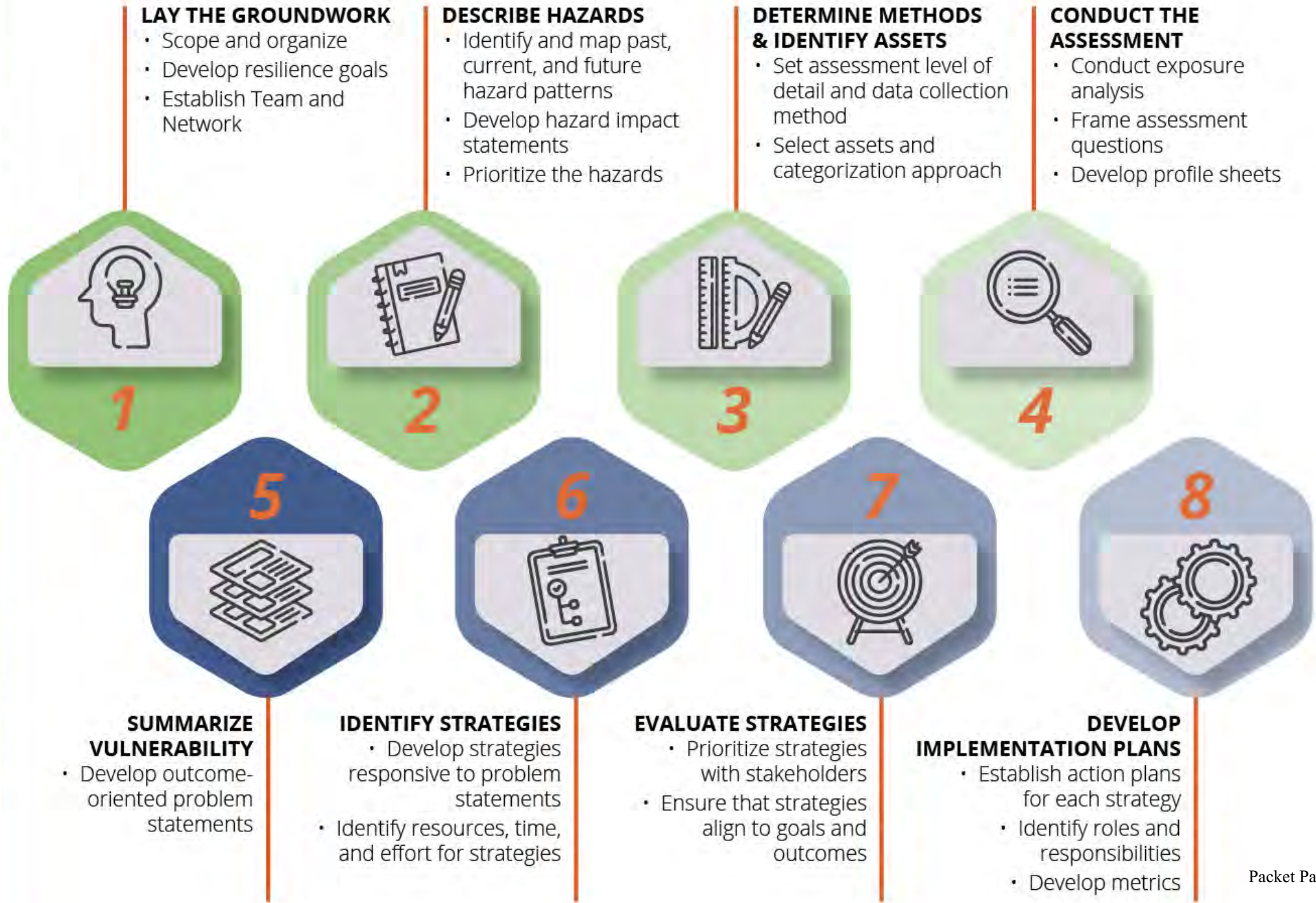
Workbook Contents

1. Ongoing Engagement
2. Identify Hazards & Assets
3. Develop Strategies
4. Take Action
5. Evaluate Results



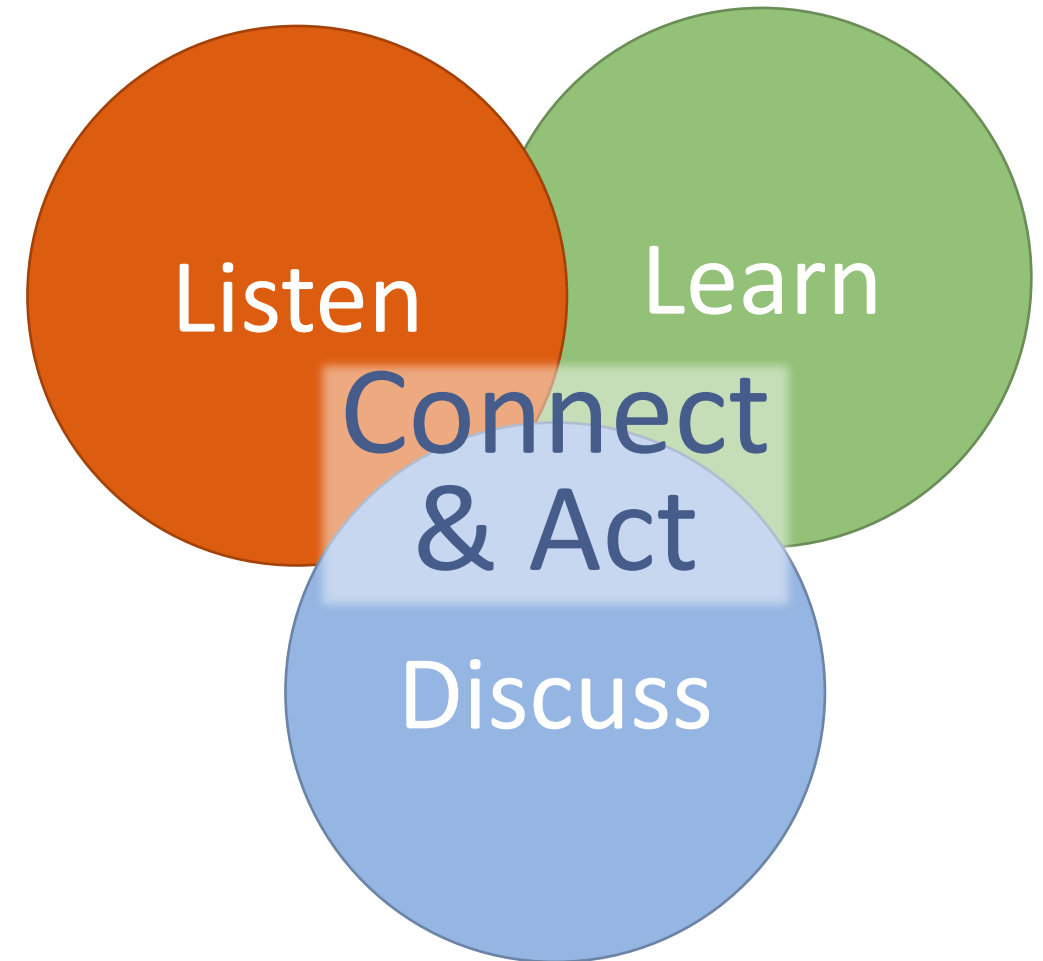
Overall Process





Agenda

- I. Introduction & Setting the Context
- II. Effective Engagement
- III. Assessing Vulnerabilities & Rapid Risk Assessment
- IV. Develop & Prioritize Strategies
- V. Implementing & Financing Projects



Join live cell phone polling during the day!

1. Text 4Cadapts to 22333
2. Enter your responses as queried
3. See what other participants have to say in real time

In one word, what is the greatest Barrier to resilience on the Central Coast?



Respond at **PollEv.com/4cadapts**



Text **4CADAPTS** to **22333** once to join, then text your message





Effective Engagement

Key Principles for Engagement

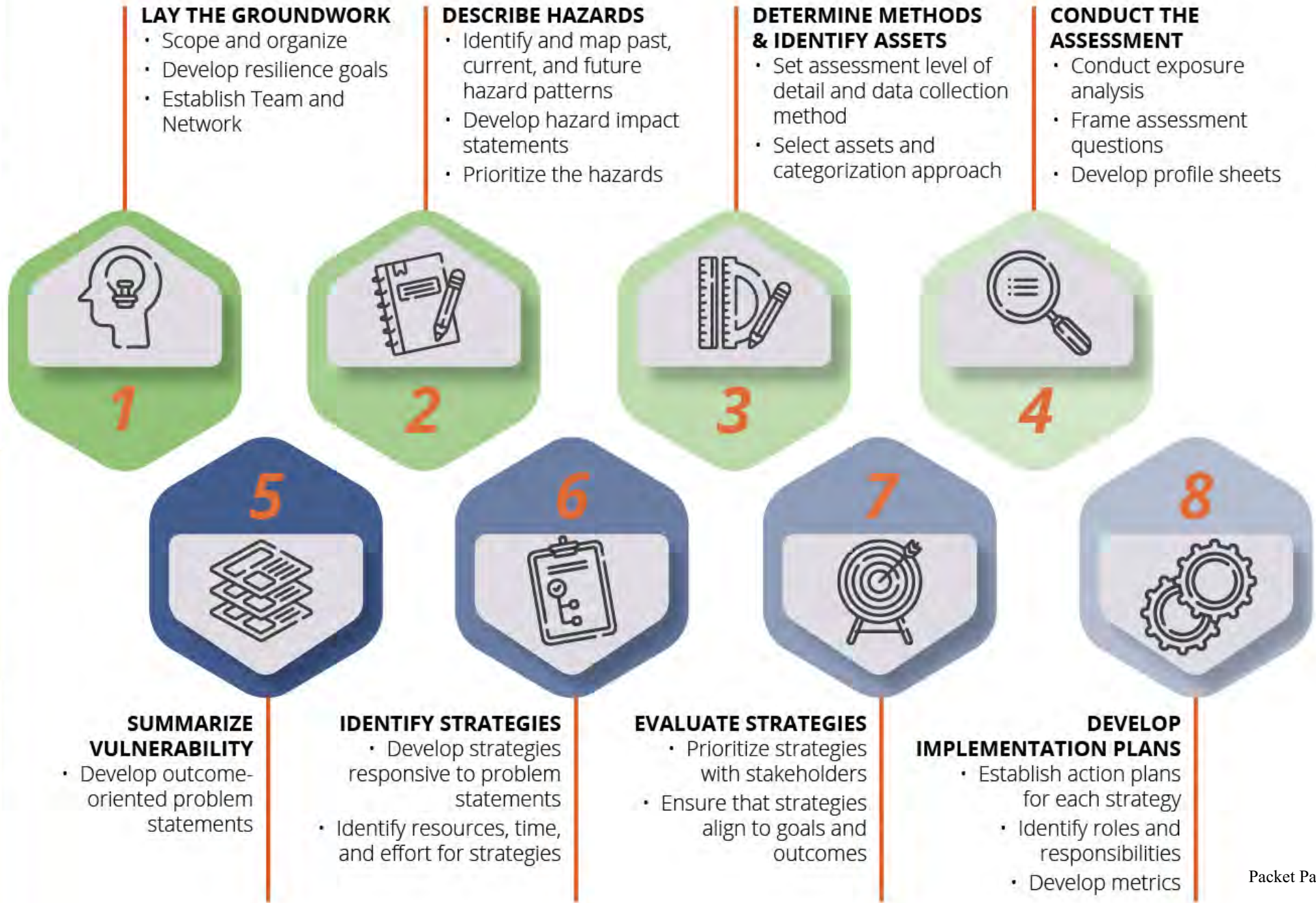
- Build lasting relationships and trust.
- Establish common goals and community vision.
- Be innovative!
- Reach out to engage people where they are.
- Provide multiple paths for engagement - both low tech and high tech.
- Ensure inclusivity, geographically, socio-economically, and culturally.
- Educate and raise awareness
- Respect people's time and provide.

Sample Outline for an Outreach & Engagement Plan

1. Overview
2. Outreach & Engagement Goals
3. Target Audiences
 - Community-wide
 - Technical Stakeholders
 - Underrepresented
4. Key Messages and Benefits by Audience
5. Meeting Type, Frequency, and Format
6. Communication Materials
7. Reach Methods and Delivery Channels
 - Print
 - Online
 - In-Person
8. Evaluation and Effectiveness Measurement



Target Audiences & Stakeholder Engagement





Create Action Focused Strategies

Strategy Development Information				
Problem Statement	This is the problem statement that the strategy is responding to. This should come out of your risk assessment and should include community goals.			
Strategy	Clear, simple strategy statement.			
Strategy Result Summary or Objective	A short description of what the strategy is designed to achieve.			
Hazards Addressed	<i>Wildfires</i>	<i>Flooding</i>	<i>Mudslides</i>	<i>Other</i>
Roles and Responsibilities	Lead Agency: Which agency has the authority, capacity, and knowledge to implement.	Partners: Stakeholders who have some decision-making authority, political influence, policy or regulation authority, or who can assist with implementation.	Staff/Dept Lead: Responsibility party to oversee the project and implement.	

Prioritizing Strategies

- Is there a champion?
- Are there resources dedicated to it?
- Is it aligned with other ongoing or planned efforts?
- Is it an “easy win”?
- Is it an “unlocking” strategy?
- Is it connected to a community goal?

Join live cell phone polling during the day!

1. Text 4Cadapts to 22333
2. Enter your responses as queried
3. See what other participants have to say in real time

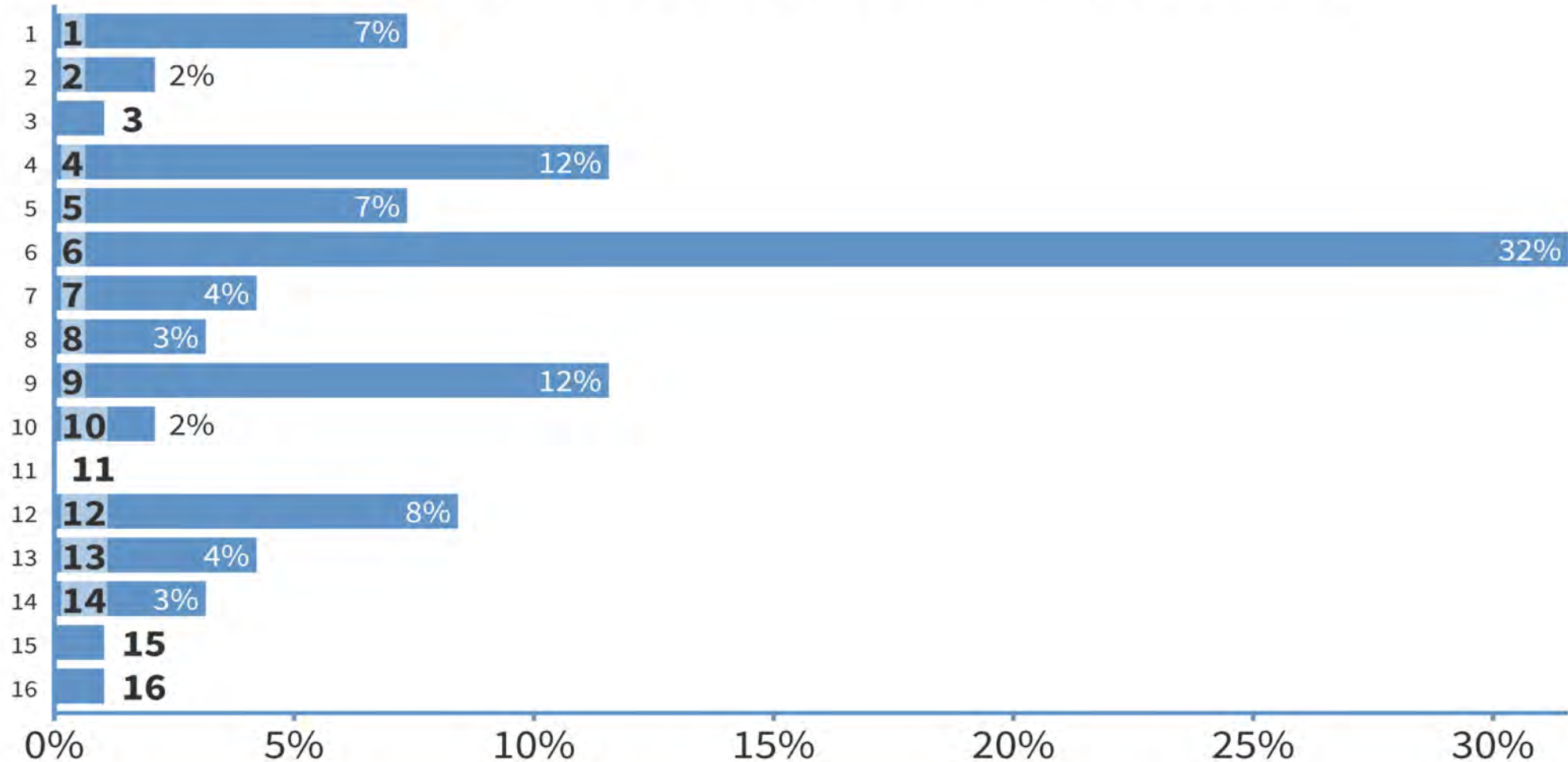
Which regional actions have the best potential for collaboration and success (wildfire)?



Respond at **PollEv.com/4cadapts**

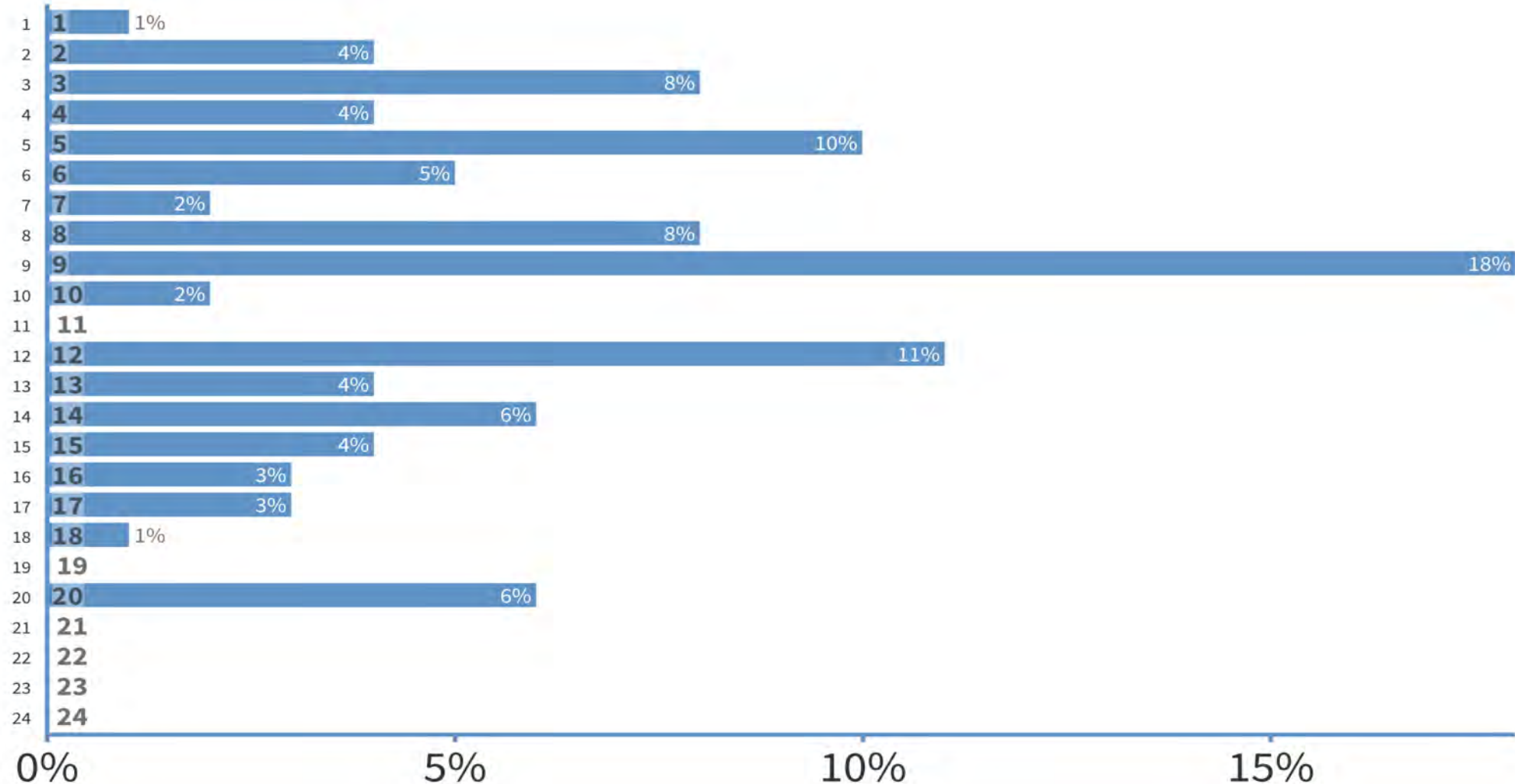


Text **4CADAPTS** to **22333** once to join, then **1, 2, 3, 4, 5...**



Which regional actions have the best potential for collaboration and success (sea level rise & flooding)?

i Poll is full and no longer accepting responses





Implementation & Finance

Catalysts (Requirements) for Implementation

- Implementation as a Campaign
- Political Buy-In
- Sustained Commitment
- Focus on the Money
- Demonstrating Results
- Leverage other efforts, funds & projects
- **Be Bold!**



An aerial photograph of a coastal town and beach. The image shows a sandy beach curving along a blue bay. A road with parked cars runs along the beach. In the background, there are hills and a town. The sky is blue with some clouds. A dark blue diagonal shape is in the top right corner.

got \$\$\$\$? Financing for Resilience

Make the Resilience Case

- Communities see the rising cost of disaster impacts and experience.
- Recognition that pre-emptive action to reduce environmental/natural hazard risk makes **good business sense**.
- **Acting in advance** saves lives and short-cuts long-term recovery times.
- Every dollar invested in resilience before a disaster **saves at least six dollars** in disaster response and recovery costs.
- Federal support for communities after major disasters may be limited.

Forge Strong Community Partnerships

- Investing in resilience starts with engaging community partners
- Ensure that “resilience” reflects **community values and needs**
- Communities will support investment in issues they care about



Cultivate Internal Allies

- Work with the organization's executive team to **craft staff-level recommendations** for resilience actions
- **Identify senior sponsors** who can shepherd projects through planning & budget processes
- Contribute value-add revenue plans that leverage potential fiscal investment

Enlist Support of Senior Leaders

- Develop briefing plan for decision makers across multiple departments
- Tailor briefings to each department's priorities
- Present **incremental, feasible solutions** to long-term challenges
- Strengthen community dialogue and advocacy
- Integrate practical next steps that align with or **improve existing organizational practice**

Embed Resilience in Budgets

- Resilience funding is often limited to grants or restricted portions of general fund or CIP budgets
- **Incorporate resilience into existing budget planning** and mainstream operations
- Influence community-wide conversation and day-to-day decisions about long-term improvements (CIP)

Weave Resilience into City Operations

- Establish a resilience action agenda through agency planning processes
- **Mainstream resilience implementation** through the General Plan, climate action plan, LHMP, LCP, and more
- Expand the stakeholder circle to include diverse parts of the community, along with organizational and governance partners

Curate a Resilience Finance Menu

- Develop a multi-layered funding plan
- Include local funds (existing & new) and externally-secured funds (regional, state & federal)
- Develop a feasible private-public finance strategy
- Develop multi-jurisdictional strategy (Measure AA)
- Target potential philanthropic contributors

Self-Reliant Financing (more than just grants)

- General obligation bonds
- Special tax assessment districts
- Capital planning budget
- Resilience impact fees
- HUD entitlements
- City reserve funds
- Parametric-triggered catastrophe insurance
- PACE, on-bill resilience financing
- Private sector
 - Leverage accessory dwelling units to fund resilience improvements
 - VC resilience investments
- Existing infrastructure funds
 - Water, safety, microgrids, retrofits, housing, transportation

Self-Reliant Financing

- Parametric-triggered catastrophe insurance
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A Strategy Checklist

- ✓ Access existing, external financing
- ✓ Repurpose existing internal funding and think about tapping into that
- ✓ Consider new self-generated funding from within jurisdiction
- ✓ Launch incentive programs for building retrofits, financing for affordable housing, PACE for hazard, water & energy upgrades
- ✓ Push for a state and federal fiscal strategy: building partnerships with agencies and relationships program officers

In one word, what is one resilience Action you would like to see happen on Central Coast?

 Respond at **PollEv.com/4cadapts**

 Text **4CADAPTS** to **22333** once to join, then text your message





**CITY OF SEASIDE
STAFF REPORT**

Item No.: 8.B.

TO: Environmental Committee

BY:

DATE: June 12, 2018

SUBJECT: ANNOUNCEMENT: NATIONAL POLLINATOR WEEK

PURPOSE & RECOMMENDATION

The purpose of this item is to announce that National Pollinator Week is June 18-24, 2018.

BACKGROUND

National Pollinator Week is a time to celebrate pollinators and spread the word about what you can do to protect them. Eleven years ago the U.S. Senate's unanimous approval and designation of a week in June as "National Pollinator Week" marked a necessary step toward addressing the urgent issue of declining pollinator populations. Pollinator Week has now grown into an international celebration of the valuable ecosystem services provided by bees, birds, butterflies, bats and beetles.

ATTACHMENTS

None
