

RESOLUTION NO. 2016-48

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MARINA APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN CITY OF MARINA AND TARTAGLIA ENGINEERING, OF ATASCADERO, CALIFORNIA, IN AMOUNT OF \$103,383 FOR PREPARATION OF AN INITIAL STUDY FOR ADOPTION OF THE RECENTLY COMPLETED AIRPORT MASTER PLAN, INCREASING APPROPRIATIONS IN THE FY2015-16, AIRPORT OPERATING FUND 555 IN THE AMOUNT OF \$103,383, AUTHORIZING FINANCE DIRECTOR TO MAKE NECESSARY ACCOUNTING AND BUDGETARY ENTRIES AND AUTHORIZING CITY MANAGER TO EXECUTE AGREEMENT ON BEHALF OF THE CITY SUBJECT TO FINAL REVIEW AND APPROVAL BY THE CITY ATTORNEY

WHEREAS, at the regular meeting of September 17, 2013, the City Council adopted Resolution No. 2013-130, authorizing acceptance of a FAA Airport Improvement Grant in the amount of \$300,000 for update of the Marina Municipal Airport Master Plan, and;

WHEREAS, at the regular meeting of October 15, 2013, the City Council adopted Resolution No. 2013-146, approving a professional services agreement between City of Marina and Tartaglia Engineering, of Atascadero, California, and Coffman Associates, Airport Consultants, of Salinas, California, in the amount of \$350,864 to prepare the Marina Municipal Airport Master Plan Update, and;

WHEREAS, Tartaglia Engineering, together with Coffman Associates, completed a Draft Final Airport Master Plan Update in September 2015, and;

WHEREAS, at a special meeting of February 9, 2016, the City Council adopted Resolution No. 2016-13(a) receiving an informational presentation from Coffman Associates, Airport Consultants, regarding the Draft Final Airport Master Plan Update, and;

WHEREAS, the updated Airport Master Plan was prepared in accordance with Federal Aviation Administration (FAA) guidelines. The effort documents existing airport facilities and levels of activity, makes projections for the type and volume of anticipated activities in the future and, through the use of FAA design standards, creates a vision for the Marina Municipal Airport for the next 20 years, and;

WHEREAS, California Environmental Quality Act (CEQA) requires the Airport Master Plan proceed through an Initial Study in advance of programmatic adoption of the planning effort by the local authority (City of Marina), and;

WHEREAS, the purpose of this Initial Study is to determine if an Environmental Impact Report (EIR) or a Mitigated Negative Declaration (MND) is the next appropriate step for implementation of the Airport Master Plan at programmatic level. The Initial Study does not address any specific development or improvement projects or activities at the Airport. The goal is to facilitate City Council adoption of the Airport Master Plan, and;

WHEREAS, the scope of professional services included in the agreement are in-line with CEQA guidelines, and;

WHEREAS, Tartaglia Engineering, together with Coffman Associates, has prepared the scope of professional services for preparation of an Initial Study (“EXHIBIT A”) and associated cost summary (“EXHIBIT B”), and;

WHEREAS, through the qualifications-based, FAA prescribed consultant selection process, Tartaglia Engineering was determined well qualified and ranked No 1 for engineering firms and continues to serve the City of Marina at Marina Municipal Airport through the approval period, and;

WHEREAS, the proposed professional services agreement, \$103,383, represents the City of Marina's financial obligation for this work within this agreement. Federal and state grants are not available for environmental review at this level. Funding will come from available Fund Balance of the FY2015-16 Airport Operating Fund 555, and;

WHEREAS, the Adopted FY 2015-16 Budget, Airport Operating Fund 555 will be amended to increase expenditures by \$103,383. Costs for the professional services to prepare an Initial Study will be recorded to an account TBD in the FY 2015-16 Budget, Airport Operating Fund 555, and;

WHEREAS, Federal grants administered through the FAA are available for National Environmental Protection Act (NEPA) efforts specific to development projects. In addition, the FAA on occasion, can re-fund the CEQA effort for development projects as part of the grant received for design and/or construction of improvements. Should the airport pursue future development or enhancements, it is the intent of the City of Marina to pursue federal funding for associated NEPA and CEQA environmental work to the fullest extent possible, at that time.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby:

1. Approve a professional services agreement between City of Marina and Tartaglia Engineering, of Atascadero, California, in amount of \$103,383 for preparation of an initial study for adoption of the recently completed airport master plan, and;
2. Increase appropriations in the FY 2015-16 Airport Operating Fund 555 in the amount of \$103,383, and;
3. Authorize Finance Director to make necessary accounting and budgetary entries as, and;
4. Authorize City Manager to execute agreement on behalf of the City, subject to final review and approval by City Attorney.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 19th day of April 2016, by the following vote:

AYES: COUNCIL MEMBERS: Amadeo, Morton, O'Connell, Delgado

NOES: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: Brown

ABSTAIN: COUNCIL MEMBERS: None

Frank O'Connell, Mayor Pro-Tem

ATTEST:

Anita Sharp, Deputy City Clerk

EXHIBIT A

COFFMAN ASSOCIATES SCOPE OF SERVICES

PREPARATION OF AN INITIAL STUDY FOR ADOPTION OF A PROPOSED AIRPORT MASTER PLAN AT THE MARINA MUNICIPAL AIRPORT

PROJECT BACKGROUND

The City of Marina has recently prepared a Draft Final Airport Master Plan for the Marina Municipal Airport. Prior to Master Plan adoption, compliance with the *California Environmental Quality Act* (CEQA) (Public Resources Code [PRC] §21000 et seq) and CEQA Guidelines (Title 14, California Code of Regulations (CCR), Chapter Three) is necessary. The City of Marina is the Lead Agency under CEQA, and is, thus, responsible for undertaking an appropriate level of environmental review.

This Scope of Services is for completion of an Initial Study on the proposed Master Plan, and will result in an environmental determination regarding adoption of a Negative Declaration or mitigated Negative Declaration, or the need to prepare an Environmental Impact Report (EIR). The preparation of an EIR, should it prove necessary, is not included within this Scope of Services.

The Draft Final Master Plan provides a programmatic 20-year framework that will guide future site-specific actions at the airport; it does not authorize, fund, or carry out any project or activity (including ground-disturbing actions). Thus, the Master Plan will not create any direct environmental impacts. However, there may be implications, or longer term indirect or cumulative environmental consequences, from managing the airport under the proposed Master Plan. This Scope of Services, therefore, is for preparation of a programmatic-level Initial Study on the Master Plan and related local discretionary actions (i.e., a General Plan Amendment and rezone) required for Master Plan implementation. All future development projects recommended by the Master Plan will be subject to project-specific environmental review under applicable State and Federal regulations at the time that each project is proposed and moving forward.

PROJECT TEAM

All necessary project coordination, impact evaluation, and report preparation will be conducted by Coffman Associates as a subconsultant to Tartaglia Engineers. SWCA Environmental Consultants (SWCA) will assist Coffman Associates, as necessary, to provide additional biological or cultural resource information beyond what is already available on the airport property and

adjacent areas and to validate the proposed biological mitigation proposed in the Master Plan. In addition to preparing the Initial Study, Coffman Associates will be responsible for overseeing and ensuring quality control for SWCA's responsibilities.

DETAILED WORK SCOPE

Element One – Prepare Initial Study

Task 1.1 – Review Existing Literature

Coffman Associates will utilize the existing condition and impact evaluation information available from the *Fort Ord Reuse Plan Final Environmental Impact Report* (Volume Four) (1997), a 1995 Final Environmental Assessment (EA) on Airport's original Master Plan, a 1997 Installation-wide Multispecies Habitat Management Plan for Former Fort Ord, the most recent available draft Fort Ord Habitat Conservation Plan (HCP) and supplemental resource studies, the 2012 Biological Resources Report for the Marina Airport Business Park, recently completed traffic studies, and other available environmental studies and/or EIRs. Therefore, the first task under this Scope of Services is to review and assess the information already available. Additional research and analysis will be required, however, to provide the current airport-specific information that will be necessary to fully complete all Initial Study checklist categories. The conclusion of this task will be to identify any outstanding data needs.

Task 1.2 – Conduct Initial Study Analysis

An Initial Study will be prepared using a format similar to Appendix G of the CEQA Guidelines, and in compliance with the City's *Implementation Policies and Procedures for the California Environmental Quality Act*. The Initial Study will be the basis for the City's determination of whether the project qualifies for a Negative Declaration or a mitigated Negative Declaration, or whether the preparation of an EIR is warranted. Thresholds of significance will be determined based on State, regional, or local criteria. Each environmental category will then be researched using the available studies reviewed in Task 1.1 as well as web-based sources. If necessary, agencies with expertise in specific resource categories, for example, the Natural Resources Conservation Service, will be contacted. In specific instances, additional field surveys or modeling will also be undertaken as discussed below:

Task 1.2.1 – Air Quality and Greenhouse Gas Modeling

Air quality emissions and greenhouse gas (GHG) inventories and documentation of air quality conditions for the region will occur through the following activities:

Identify Applicable Guidelines and Evaluation Criteria. Under this task, both federal and state guidelines and regulations pertaining to the assessment of airport sources of air emissions will be identified and evaluated. These will include (but not limited to) a review of relevant FAA, United States (U.S.) Environmental Protection Agency (EPA), California Air Resources Board (CARB), and Monterey Bay Air Resources District (MBARD) guidelines regarding air quality and hazardous air pollutants (HAPs).

Collect and Review Available Sources of Information and Supporting Materials. This task will involve the identification, collection and evaluation of applicable information from MBARD, as well as State resources related to GHGs, for example, the California Climate Change Portal. Any available airport-specific documentation of the types and characteristics of emission sources associated with the operation of the airport, including any airport-related HAPs, will also be reviewed.

Emission modeling for proposed land use changes will be conducted utilizing the MBARD-recommended methodology (i.e., CalEEMod), which uses estimates of future land use and other activities, and provides an analysis of both air quality and GHG emissions. Long-term emission modeling based on aircraft activity forecast for the airport throughout the life of the Master Plan will also be conducted using the Aviation Environmental Design Tool (AEDT) to compare the existing condition with the future “build-out” condition. A discussion of the proposed project’s consistency with State implementation plans (SIPs), air quality management plans (AQMPs), and climate action plans (CAPs) will be provided.

Task 1.2.2 - Biological Resources Field Survey and Report

Background Research and Literature Review. SWCA will conduct background research and literature reviews of existing documents outlining biological resources at the airport including the current Master Plan documents, the 2012 Biological Resources Report for the Marina Airport Business Park, the Fort Ord Reuse Authority’s *Base Reuse Plan and Reassessment*, a 1997 Installation-wide Multispecies Habitat Management Plan for Former Fort Ord, and any available information related to the Draft Fort Ord HCP. Background research will include queries of the California Natural Diversity Database (CNDDDB), U.S. Fish and Wildlife Service (USFWS) Critical Habitat Mapper, and species lists from the USFWS and California Native Plant Society (CNPS) to determine if special-status species have been recorded in the vicinity of the Master Plan area. Queries will also include review of aerial photography and the National Wetlands Inventory and National Hydrography Dataset to determine if wetland or other water features that may be considered jurisdictional by the U.S. Army Corps of Engineers (USACE), Regional Water Quality Control Board (RWQCB), or California Department of Fish and Wildlife (CDFW) have been recorded in the vicinity of the Master Plan area. These records will be compiled into species lists and maps for use during field surveys.

Field Survey. SWCA will conduct a reconnaissance-level field survey to record existing conditions in an approximate 90-acre Biological Study Area (BSA) which will focus on three main areas: the

Habitat Reserve area to be removed during runway expansion; a proposed relocated Habitat Reserve area; and, a proposed north side access road. Surveys will be focused on assessment of suitable conditions for special-status species and presence of sensitive habitats. SWCA biologists will record any occurrences of special-status species, and will capture photos and Global Positioning System (GPS) data points of sensitive biological resources for incorporation into plan area maps and technical reports. It is assumed that focused or protocol-level surveys for special-status species will not be required, though these surveys can be provided by SWCA under a change order as needed.

Biological Resources Survey Report. SWCA will prepare a Biological Resources Survey Report (BRSR) to summarize the findings of the background research and field surveys for State- and federally listed species, State species of special concern, rare plants, species considered sensitive under CEQA, and sensitive habitats. The report will include discussion of survey methods, results of the survey, a map of habitats in the BSA, site photographs, a list of species observed, a discussion of impacts that may result from implementation of projects within the Master Plan area, a discussion of the regulatory environment including the draft HCP, and recommended avoidance and minimization or mitigation measures that could apply to future Master Plan projects, as appropriate. The purpose of the BRSR will be to inform the biological resources analysis in the Initial Study, and to provide a foundation of information that may help to guide future development.

OPTIONAL TASK: Master Plan Area Habitat Mapping. If requested by the City, SWCA will include habitat mapping of the entire Master Plan area in the scope of work to assist in identification of potential alternate mitigation sites. SWCA will include research of any existing habitat maps of the area and review of aerial imagery, and will verify and map habitat boundaries in the field with a GPS unit during the field survey described above. SWCA will prepare GIS habitat maps of the plan area for inclusion in the Master Plan update, and provide GIS shapefiles for use in future project planning. Habitat mapping of the entire airport property may be useful in selection of an appropriate Habitat Reserve mitigation site.

NOTE: SWCA will conduct the optional habitat mapping task to identify alternative mitigation sites only with written approval from the City via Coffman Associates. Costs included in this optional task are for a site visit that is independent of the biological reconnaissance field survey.

Task 1.2.3 – Cultural Resources Survey Record Search and Report

Records Search and Literature Review. SWCA will perform a records search for the project area at the Northwest Information Center (NWIC) at Sonoma State University. The NWIC is the regional office of the California Historical Resources Information System (CHRIS); the primary purpose of the records search is to acquire site records for all previously recorded cultural resources within, or within 0.5 mile of, the Master Plan area, as well as copies of all previous cultural resources studies. A map showing the results of the literature search, including areas previously inventoried and previously recorded sites, will be provided. SWCA assumes the

records search will take no more than 2 hours and that it will be conducted at standard rates.

Cultural Resources Letter Report. SWCA will prepare a cultural resources letter report summarizing the results of the cultural resources background research and records search, outlining regulatory considerations for future projects within the Master Plan area, and providing recommendations for future cultural resources surveys and mitigation. The purpose of the report will be to inform the cultural resources analysis in the Initial Study, and to provide a foundation of information that may help to guide future development. If the locations of sensitive archaeological sites or Native American cultural resources are found during the records search and shown or described in the report, the report will be considered confidential.

Initial Native American Consultation. SWCA will contact the California Native American Heritage Commission (NAHC) for a review of their Sacred Lands File. The NAHC will determine if any NAHC-listed Native American sacred lands are located within or adjacent to the project area. In addition, the NAHC will provide a list of Native American contacts for the project that they believe should be contacted for additional information. SWCA will provide this contact list to the City to facilitate its obligations under Senate Bill (SB) 18, and Assemble Bill (AB) 52, as applicable (see Task 2.1).

Task 1.2.4 – Land Use Compatibility and Growth Inducement

Implementation of the Master Plan will occur primarily on existing airport property. However, similar to the previous Master Plan, the Master Plan Update recommends the acquisition of property or avigation easements over the RPZs on the east and west ends of the airport. Some of these potential acquisitions or easements would be modified compared to what was previously proposed. The Master Plan also recommends an additional access road on the north side of the airport and the extension of the runway to an ultimate length of 5,800 feet. The runway extension, in particular, changes the noise contours and safety zones for the airport. These changes have been documented in a draft Airport Land Use Compatibility Study prepared in conjunction with the Master Plan. The Initial Study will use this information in evaluating specific land use implications of the proposed runway extension. Potential growth inducement implications of proposed Master Plan recommendations will also be specifically evaluated.

NOTE: This task will rely on published data only; no additional data collection or economic studies are included in this scope.

Element Two – Agency Coordination and Tribal Consultation

Task 2.1 – Preparation of Tribal and Agency Coordination Letters

Under this task, the Coffman Associates will provide the City with an agency and tribal list as well as draft coordination letters that can be used to reach out to agencies and tribes that might have input into the environmental review process prior to the environmental analysis being finalized.

NOTE: These letters will need to be sent out by the City on City letterhead.

SB 18 requires that local governments contact appropriate tribes, as identified by the NAHC, prior to adoption of a general plan or a specific plan. Therefore, it is recommended that the City conduct this coordination with tribes prior to adoption of the airport's Master Plan as part of the Initial Study review to give tribes, as identified by NAHC as being traditionally and culturally affiliated with the geographic area, an opportunity to request tribal consultation in accordance with SB 18. A tribe has 90 days from the date of receipt of notification to request consultation unless a shorter timeframe has been agreed to by the tribe (Gov. Code § 65352.3).

AB 52 recently amended CEQA to create a separate category of cultural resources, known as "tribal cultural resources" (PRC §21074), and provides that a project with an effect that may cause a substantial adverse change in the significance of a tribal cultural resource is a project that may have a significant effect on the environment. Thus, this tribal coordination will serve the dual purpose of meeting SB 18 requirements, and also soliciting information from the tribes that will help the evaluation of tribal cultural resources under AB 52.

Similarly, coordination with other agencies can help to gain valuable information regarding potential environmental concerns. Information received as a result of the initial agency coordination under this task will be used in completing the Initial Study checklist.

Task 2.2 – Additional Agency Coordination

The proposed mitigation to replace existing Habitat Reserve areas on the airport with other areas on the airport should be coordinated with other agencies besides the City of Marina. Thus, this task provides Consultant support to facilitate lines of communication between the City, the University of California, CDFW, and other stakeholders (for example, local trails groups). One (1) in-person meeting attended by one (1) Coffman Associates' personnel is included in this scope as well as up to three (3) teleconferences attended by two (2) Coffman Associates' personnel to build a consensus on the mitigation proposed. SWCA will also participate in up to three (3) teleconferences and one (1) in-person meeting with agency and stakeholder contacts to discuss existing conditions and concerns with future development at the Marina Airport. It is anticipated that these meetings will provide background and help to identify suitable Habitat Reserve mitigation areas on the airport property.

Element Three – Documentation and Public Review

Task 3.1 – Prepare Initial Study Documentation

An administrative draft of the Initial Study will be prepared for City review and comment. Once these comments are received and incorporated into the document, the final Initial Study will be prepared. This Scope of Services includes the printing of up to thirty (30) hard copies of the report and ten (10) copies on compact disk (CD).

If it is determined that the document has regional or statewide affect and the State Clearinghouse is used for distribution purposes, fifteen (15) of the Draft Initial Study copies will be provided to the State Office of Planning and Research by the City or by Coffman Associates on behalf of the City.

Task 3.2 – Notices and Responses to Review Comments

Based on the Initial Study, the City will determine the appropriate CEQA determination for the project. If a Negative Declaration or a mitigated Negative Declaration is appropriate, Coffman Associates will assist the City in preparing a Notice of Determination. At this point the Negative Declaration and Initial Study must be released for public review. Following a 20 to 30-day public review and comment period, all comments received on the Negative Declaration/Initial Study will be compiled for staff review. Written responses, as necessary, will be submitted to City staff for inclusion into the staff report going forward to the City Council regarding environmental findings of the Initial Study. This task also includes attendance by up to two (2) Coffman Associates staff at one (1) City Council meeting to present the Initial Study findings and to answer questions.

The noticing and preparation of an EIR under CEQA, if required, is not included within this Scope of Services.

The above scope of work is based on Coffman Associates' best professional judgment and incorporates information provided to the Consultant from the City as well as preliminary internet research. However, should additional study, analysis, or coordination be needed beyond what is included in this Scope of Services, detailed addendums to this scope and associated costs will be prepared. Specific authorization will be sought from the City prior to undertaking such tasks.

The following assumptions were used to develop the above Scope of Services:

- *Survey crews will have full access to the entire study area, and access will be made available in a timely manner that will not delay the proposed schedule.*

- *Surveys for all special-status species and habitats will be reconnaissance level and will be conducted in one visit. The survey will be focused in the existing and proposed habitat reserve areas (approximately 90 acres total). Additional surveys may require a change order (e.g., seasonally-timed botanical surveys). Protocol-level surveys for special-status species are not anticipated to be required.*
- *To the extent possible, the reconnaissance survey will be conducted in the late spring or early summer (April-June) to allow for identification of blooming rare plant species.*
- *No cultural resources field surveys are required at this time.*

**Exhibit B
Marina Municipal Airport Master Plan
Initial Study
Cost Summary**

02/25/2016	Coffman Associates Hours								TASK/ ELEMENT TOTAL	
	Principal	Sr. Professional	Professional	Technical	TOTAL	EXPENSES	TRAVEL	SWCA		
	\$281	\$230	\$173	\$121	LABOR					
Element One - PREPARE INITIAL STUDY										
Task 1.1	Review Existing Literature	4	0	24	0	\$5,276				\$5,276
Task 1.2	Conduct Initial Study Analysis	4	0	120	8	\$22,852				\$22,852
Task 1.2.1	Air Quality and Greenhouse Gas Modeling	0	24	0	4	\$6,004				\$6,004
Task 1.2.2	Biological Resources Field Survey	0	0	0	0	\$0			\$18,155	\$18,155
Task 1.2.3	Cultural Resouces Survey Record Search	0	0	0	0	\$0			\$5,735	\$5,735
Task 1.2.4	Land Use Compatibility and Growth Inducement	0	0	16	4	\$3,252				\$3,252
TOTAL		8	24	160	16	\$37,384	\$0		\$23,890	\$61,274
Element Two - AGENCY COORDINATION AND TRIBAL CONSULTATION										
Task 2.1	Tribal and Agency Coordination Letters	4	0	16	4	\$4,376				\$4,376
Task 2.2	Additional Agency Coordination	4	0	24	4	\$5,760		\$1,000	\$8,415	\$15,175
TOTAL		8	0	40	8	\$10,136	\$0	\$1,000	\$8,415	\$19,551
Element Three - DOCUMENTATION AND PUBLIC REVIEW										
Task 3.1	Initial Study Documentation*	4	0	24	8	\$6,244	\$1,750			\$7,994
Task 3.2	Notices and Responses to Comments	4	0	16	8	\$4,860		\$1,800		\$6,660
TOTAL		8	0	40	16	\$11,104	\$1,750	\$1,800	\$0	\$14,654
PROJECT GRAND TOTAL		24	24	240	40	\$58,624	\$1,750	\$2,800	\$32,305	\$95,479
Optional Task (Habitat Mapping)									\$7,904	\$7,904
TOTAL COST WITH OPTIONAL TASK									\$40,209	\$103,383

*Assumes \$50/report (appx. 175 pages) and \$5/CD, plus shipping

April 14, 2016

Item No. **8g(2)**

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of April 19, 2016

**CITY COUNCIL CONSIDER ADOPTING RESOLUTION NO. 2016-,
AWARDING A PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF MARINA AND TARTAGLIA ENGINEERING, OF
ATASCADERO, CALIFORNIA, IN THE AMOUNT OF \$103,383 FOR
PREPARATION OF AN INITIAL STUDY FOR ADOPTION OF THE
RECENTLY COMPLETED AIRPORT MASTER PLAN, INCREASING
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555 IN THE AMOUNT OF \$103,383, AUTHORIZING FINANCE
DIRECTOR TO MAKE NECESSARY ACCOUNTING AND BUDGETARY
ENTRIES AND AUTHORIZING CITY MANAGER TO EXECUTE
AGREEMENT ON BEHALF OF THE CITY SUBJECT TO FINAL REVIEW
AND APPROVAL BY THE CITY ATTORNEY**

REQUEST:

It is requested that the City Council consider:

1. Adopting Resolution No. 2016-, approving a professional services agreement between City of Marina and Tartaglia Engineering, of Atascadero, California, in amount of \$103,383 for preparation of an initial study for adoption of the recently completed airport master plan, and;
2. Increasing appropriations in the FY 2015-16 Airport Operating Fund 555 in the amount of \$103,383, and;
3. Authorizing Finance Director to make necessary accounting and budgetary entries as, and;
4. Authorizing City Manager to execute agreement on behalf of the City, subject to final review and approval by City Attorney.

BACKGROUND:

At the regular meeting of September 17, 2013, the City Council adopted Resolution No. 2013-130, authorizing acceptance of a FAA Airport Improvement Grant in the amount of \$300,000 for update of the Marina Municipal Airport Master Plan.

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At a special meeting of February 9, 2016, the City Council adopted Resolution No. 2016-13(a) receiving an informational presentation from Coffman Associates, Airport Consultants, regarding the Draft Final Airport Master Plan Update.

ANALYSIS:

The updated Airport Master Plan was prepared in accordance with Federal Aviation Administration (FAA) guidelines. The effort documents existing airport facilities and levels of activity, makes projections for the type and volume of anticipated activities in the future and, through the use of FAA design standards, creates a vision for the Marina Municipal Airport for the next 20 years.

CEQA guidelines require the local agency (City of Marina) perform an Initial Study, at a minimum, in advance of formal adoption of the completed planning effort. The focus of this professional services agreement is completion of the Initial Study. This environmental effort does not address any proposed developments, improvements, or enhancements to the airport, other than to review at a programmatic level. The expanded biological review is included to provide initial analysis of any biological issues that could exist on undeveloped airport property, creating a base line for future comparison and review at such time as future developments, improvements, or enhancements to the airport are pursued.

The purpose of this Initial Study is to determine if an Environmental Impact Report (EIR) or a Mitigated Negative Declaration (MND) is the next appropriate step for implementation of the Airport Master Plan at programmatic level. The Initial Study does not address any specific development or improvement projects or activities at the Airport. The goal is to facilitate City Council adoption of the Airport Master Plan.

The Scope of Services is in line with the requirements of the California Environmental Quality Act (CEQA) for a programmatic-level Initial Study. With a pro-active approach towards pursuit of a MND, the scope of services includes an expanded biological resources field study and report.

Tartaglia Engineering, together with Coffman Associates, has prepared the scope of professional services for preparation of an Initial Study (“**EXHIBIT A**”) and associated cost summary (“**EXHIBIT B**”).

FISCAL IMPACT:

Should the City Council approve this request, the proposed professional services agreement, \$103,383, represents the City of Marina’s financial obligation for this work within this agreement. Federal and state grants are not available for environmental review at this level. Funding will come from available Fund Balance of the FY2015-16 Airport Operating Fund 555.

The Adopted FY 2015-16 Budget, Airport Operating Fund 555 will be amended to increase expenditures by \$103,383. Costs for the professional services to prepare an Initial Study will be recorded to an account TBD in the FY 2015-16 Budget, Airport Operating Fund 555.

Federal grants administered through the FAA are available for National Environmental Protection Act (NEPA) efforts specific to development projects. In addition, the FAA on occasion, can refund the CEQA effort for development projects as part of the grant received for design and/or construction of improvements. Should the airport pursue future development or enhancements, it is the intent of the City of Marina to pursue federal funding for associated NEPA and CEQA environmental work to the fullest extent possible, at that time.

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Respectfully submitted,

Jeff Crechriou
Airport Services Manager
City of Marina

REVIEWED/CONCUR:

Layne Long
City Manager
City of Marina