



STAFF REPORT
CITY OF IMPERIAL BEACH

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: ANDY HALL, CITY MANAGER AH

MEETING DATE: MAY 18, 2016
ORIGINATING DEPT.: COMMUNITY DEVELOPMENT DEPARTMENT SD

SUBJECT: REPORTS: RESOLUTION NO. 2016-7706 CALIFORNIA
COASTAL COMMISSION (CCC) LOCAL COASTAL PLAN
(LCP) PLANNING GRANT APPLICATION. MF 1025

EXECUTIVE SUMMARY:

Adopt Resolution No. 2016-7706 that would authorize the submittal of a Local Coastal Program (LCP) planning grant application to the Coastal Commission.

FISCAL ANALYSIS: The City is requesting \$300,000 in grant funds from the Coastal Commission to incorporate the Imperial Beach Sea Level Rise study recommendations and the mitigation component of a Climate Action Plan into an amendment to the Imperial Beach Local Coastal Program (LCP). To be competitive with the application, the City offers to provide \$50,000 in in-kind services (staff time).

DEPARTMENT RECOMMENDATION:

That the City Council consider adoption of Resolution No. 2016-7706 approving the submittal of the LCP planning grant application to the Coastal Commission.

OPTIONS:

- Option 1: Adopt Resolution No. 2016-7706 that authorizes the submittal of an LCP planning grant to the Coastal Commission.
- Option 2: Do not adopt Resolution No. 2016-7706 and provide further direction to city staff.

PROJECT DESCRIPTION/ BACKGROUND:

The City has received a \$300,000 Climate Ready grant from the State Coastal Conservancy (SCC) and has also received a \$70,000 grant from the San Diego Foundation to develop a sea level rise (SLR) study that assesses vulnerabilities and identifies adaptation strategies addressing impacts from future flooding events along the Pacific coastline. The Coastal Commission is offering its third round of grant applications that addresses climate change and SLR impacts and incorporates those mitigation and adaptation measures into an amendment to the City's LCP.

PROJECT EVALUATION/ DISCUSSION:

The goal of this project is to update/amend the Imperial Beach Local Coastal Program (LCP)/ General Plan (GP) that would include key policy elements of a Climate Action Plan (CAP). A CAP would consist of both a mitigation component and an adaptation component. One of the daunting challenges for a coastal community such as Imperial Beach in being able to adapt to future sea level rise (SLR) is that our community is bounded on three sides by water (San Diego Bay, Pacific Ocean, and the Tijuana River). Studies were undertaken to assess the vulnerabilities that we faced and the studies offered adaptation strategies to respond to them. We relied on grants to fund such studies.

The San Diego Foundation funded ICLEI with \$122,000 to develop the San Diego Bay Sea Level Rise Adaptation Strategy that was completed in January of 2012. The City of Imperial Beach served on its Steering Committee. The Tijuana River National Estuarine Research Reserve (TRNERR) received a \$300,000 grant from NOAA to study the effects of climate change/sea level rise in the Tijuana River Valley through their Climate Understanding and Resilience in the River Valley (CURRV) project. The City of Imperial Beach received a \$300,000 Climate Ready grant from the State Coastal Conservancy (SCC) to develop a sea level rise study that would address the flooding impacts from the Pacific Ocean and provide additional support for the Coastal Storm Modeling System (CoSMoS) 3.0 that is being developed by USGS Santa Cruz. While the study will assess the effectiveness of various shore protection devices, the City's LCP currently allows for sea walls and the City will not relinquish this tool. Additionally, we would develop a range of adaptation strategies that would identify which of them would be appropriate for the short term, medium term, and long term that the community can consider. That study will conclude in June of 2016. The City also received a \$70,000 Resilience grant from the San Diego Foundation that is to fill in data gaps in our SLR studies that included enhanced public outreach, an update to our shoreline protection inventory that would be included in the Coastal Commission's permit database, and an economic analysis of SLR vulnerabilities and adaptation measures that may be considered. This grant would conclude in January of 2017.

The SLR studies would form a significant element of the adaptation component of a CAP. In order for a CAP to be complete, a mitigation component would also need to be developed. These are measures that a city may take (albeit a small contribution when considered within a global context) to lessen its carbon footprint. Such measures may include: switching to low carbon energy sources, encouraging solar panel installations, energy efficiency programs, water reduction programs, reduction in vehicle use through Transportation Demand Management (TDM) programs, and enhanced xeriscape landscaping programs to conserve water and mitigate for heat island effects. Some measures are already required by the State such as AB 1358 (Complete Streets Act of 2008 and SB 743 (VMT Traffic Analysis metrics under CEQA). The IB LCP/GP needs to be updated per these mandates that are requiring cities to adopt policies that address climate change effects. These may include Transit Oriented District/Development (TOD) Strategies that complements SANDAG's TOD Strategies.

The tasks that need to be accomplished are identified in the work program that follows. The City's SLR work that is being funded by the San Diego Foundation will continue until its conclusion in January 2017. Our City has previously worked with SANDAG and SDG&E in developing an Energy Roadmap. That document will need to be updated. Consultants will need to be hired to assist in data gathering and research and developing a program to reduce

energy, automobile, heat island effects, and water use that meets the greenhouse gas (GHG) reduction targets of the State and Region. The consultants will also assist in translating the preferred SLR adaptation strategies into LCP policies. A steering committee of partners (much like those that participated in the previous SLR studies) will be formed to guide the development of the project. Stakeholders would be engaged in a series of public workshops (similar to those that were convened for the SLR study) to obtain public input in the CAP/ LCP planning process. It is anticipated that public works staff, SDG&E, and California American Water Company representatives would be participants in the process.

The Coastal Commission LCP grant application is due on May 20, 2016. There will likely be refinements and edits to the grant application prior to its final submittal.

Planning Area



Map 1: City of Imperial Beach (from Google Maps)

LOCAL COASTAL PROGRAM (LCP)/ GENERAL PLAN (GP): This grant does include funding to amend the LCP that would identify strategies and climate change mitigation measures that would adapt to sea level rise impacts and mitigate the City's carbon footprint. An LCP amendment, pursuant to California Code of Regulations Code §13515 (14 CCR 13515) and California Government Code §65352, would need to provide for a 45-day public and agency review period. Pursuant to Government Code Section 65300.5, a consistency analysis would need to show that the proposed GPA/ LCPA would be internally consistent with other policies of the general plan/ local coastal program. Additionally, any zoning amendments would need to be externally consistent with the General Plan policies pursuant to Government Code Section 65860.

ENVIRONMENTAL DETERMINATION PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA): The Coastal Commission would act as the environmental review agency for this LCP amendment. Additional technical studies would need to be done to update the City's LCP/General Plan.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.

Attachments:

1. Resolution No. 2016-7706
2. Coastal Commission LCP Grant Application
3. Coastal Commission Grant Announcement and Instructions

c: file MF 1025 IB Climate Action Plan

Daniel Nathan, Statewide LCP Grants Assistant, California Coastal Commission, 45 Fremont Street, Suite 2000, San Francisco, CA 94105
LCPGrantProgram@coastal.ca.gov Daniel.Nathan@coastal.ca.gov

Sherilyn Sarb, Deputy Director, Deborah Lee, District Manager, and Gabriel Buhr, Coastal Program Manager, CA Coastal Commission - San Diego District, 7575 Metropolitan Dr. Ste. 103, San Diego, CA 92108-4402
Sherilyn.Sarb@coastal.ca.gov Deborah.Lee@coastal.ca.gov
Gabriel.Buhr@coastal.ca.gov

David L. Revell, PhD, Principal and Chief Coastal Scientist, Revell Coastal, LLC, 125 Pearl Street, Santa Cruz, CA revellcoastal@gmail.com

Juliette Finzi Hart, PhD, USC Grant, 3616 Trousdale Pkwy, AHF 253, Los Angeles, CA 90089-0373 jahart@usc.edu

Danielle Boudreau, Tijuana River National Estuarine Research Reserve, 301 Caspian Way, Imperial Beach CA 919132 dboudreau@trnerr.org

Nicola Hedge, Director, Environment Initiatives, San Diego Foundation, 2508 Historic Decatur Road, Suite 200, San Diego, CA 92106 nicola@sdfoundation.org

Laura Engeman, San Diego Regional Climate Collaborative lengeman@sandiego.edu
laura@sdclimatecollaborative.org

RESOLUTION NO. 2016-7706

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING THE SUBMITTAL OF A LOCAL COASTAL PROGRAM (LCP) PLANNING GRANT APPLICATION TO THE CALIFORNIA COASTAL COMMISSION. M.F. 1025

WHEREAS, the Budget Act of 2015 provides an appropriation of \$3 million for Coastal Commission grants in FY 15-16 to local governments to support Local Coastal Program (LCP) planning, and

WHEREAS, the California Coastal Commission, under the authority of the California Coastal Act, may provide financial assistance to support coastal planning and has approved a competitive grant program to provide such financial assistance for LCP planning; and

WHEREAS, the goal of the grant program is to develop new or updated LCPs in conformance with the California Coastal Act and to reflect current circumstances and new scientific information, including new understandings and concern for the effects of climate change, and

WHEREAS, grant proposals submitted under this grant program must complete land use plan and/or zoning work to either achieve submittal for certification of a Local Coastal Program (LCP) or an Area of Deferred Certification (ADC) or of an LCP Amendment to significantly update a certified LCP or LCP segments, including with special emphasis on effects of climate change and sea-level rise;

WHEREAS, the City of Imperial Beach has an effectively certified LCP; and

WHEREAS, the City of Imperial Beach desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an Amendment to update the LCP in whole,

WHEREAS, the City of Imperial Beach commits to and agrees to fully support a planning effort intended to update a certified LCP pursuant to the provisions of the California Coastal Act, with full public participation and coordination with the Coastal Commission staff.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Imperial Beach hereby:

1. Directs City of Imperial Beach staff to submit the grant application package attached hereto as Attachment 2 to the California Coastal Commission to provide financial and planning assistance, under authority of the California Coastal Act, in the amount of \$300,000 to fund the project more particularly described in the grant application package.
2. Authorizes the City Manager of the City of Imperial Beach to execute, in the name of the City of Imperial Beach all necessary applications, contracts and agreements and amendments thereto to implement and carry out the grant application package attached hereto and any project approved through approval of the grant application.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Imperial Beach at its regular meeting held on the 18th day of May, 2016, by the following roll call vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

SERGE DEDINA, MAYOR

ATTEST:

JACQUELINE M. HALD, MMC
CITY CLERK

APPROVED AS TO FORM:

JENNIFER M. LYON
CITY ATTORNEY

CALIFORNIA COASTAL COMMISSION

45 FREMONT STREET, SUITE 2000
 SAN FRANCISCO, CA 94105-2219
 VOICE (415) 904-5200
 FAX (415) 904-5400
 TDD (415) 597-5885

ATTACHMENT 2

CALIFORNIA COASTAL COMMISSION

LCP PLANNING

GRANT APPLICATION FORM

MARCH 28, 2016

The California Coastal Commission is pleased to announce the availability of Round 3 grant funding to support local governments in developing or updating Local Coastal Programs (LCPs) pursuant to the California Coastal Act and with special emphasis on addressing impacts from climate change and sea-level rise. For Fiscal Year 2015-2016, Governor Brown approved an augmentation of \$3 million to the California Coastal Commission's budget to support local governments responsible for planning under the [California Coastal Act](#) (Coastal Act) to develop or update their Local Coastal Programs. A full description of the grant program is available here: <http://www.coastal.ca.gov/lcp/lcpgrantprogram.html>.

Coastal Commission staff is available to work with local governments and to assist during the application process. Please note the entire grant application will be public record upon submittal. Click in the shaded text fields to enter text, numbers and dates. The fields will expand to accommodate the data.

Grant applications are due by **May 20, 2016 at 5 pm.**

APPLICANT INFORMATION

Applicant name (agency): City of Imperial Beach

Address: 825 Imperial Beach Blvd., Imperial Beach, CA 91932

Contact name: James Nakagawa Title: City Planner

Telephone: 619-628-1355 Fax: 619-424-4093 Email: jnakagawa@imperialbeachca.gov

Federal Tax ID#: 95-6006475

Person authorized to sign grant agreement and amendment: Name: Andy Hall Title: City Manager

Application prepared by: Name: James Nakagawa Title: City Planner

Signature: _____ Date: 5/18/2016

PROJECT INFORMATION

Project title: Imperial Beach LCP Climate Action Plan

LCP/ LCP Segment: Imperial Beach

Project location: City / Geographic area: Imperial Beach County: San Diego

Project timeline: Start date: 9/1/2016 End date: 9/28/2018



MAPS AND PHOTOS

Planning Area



Map 1: City of Imperial Beach (from Google Maps)



APPLICATION MATERIALS

1. PROJECT DESCRIPTION.

- a. **Goals and Objectives:** The goal of this project is to update/amend the Imperial Beach Local Coastal Program (LCP)/ General Plan (GP) that would include key policy elements of a Climate Action Plan (CAP). A CAP would consist of both a mitigation component and an adaptation component. One of the daunting challenges for a coastal community such as Imperial Beach in being able to adapt to future sea level rise (SLR) is that our community is bounded on three sides by water (San Diego Bay, Pacific Ocean, and the Tijuana River). Studies were undertaken to assess the vulnerabilities that we faced and the studies offered adaptation strategies to respond to them. We relied on grants to fund such studies.

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Traffic Analysis metrics under CEQA). The IB LCP/GP needs to be updated per these mandates that are requiring cities to adopt policies that address climate change effects. These may include Transit Oriented District/Development (TOD) Strategies that complements SANDAG’s TOD Strategies.

- b. **Approach:** The tasks that need to be accomplished are identified in the work program that follows. The City’s SLR work that is being funded by the San Diego Foundation will continue until its conclusion in January 2017. Our City has previously worked with SANDAG and SDG&E in developing an Energy Roadmap. That document will need to be updated. Consultants will need to be hired to assist in data gathering and research and developing a program to reduce energy, automobile, heat island effects, and water use that meets the greenhouse gas (GHG) reduction targets of the State and Region. The consultants will also assist in translating the preferred SLR adaptation strategies into LCP policies. A steering committee of partners (much like those that participated in the previous SLR studies) will be formed to guide the development of the project. Stakeholders would be engaged in a series of public workshops (similar to those that were convened for the SLR study) to obtain public input in the CAP/ LCP planning process. It is anticipated that public works staff, SDG&E, and California American Water Company representatives would be participants in the process.

2. WORK PROGRAM AND SCHEDULE.

SCHEDULE

Proposed starting date: 9/1/2016

Estimated completion: 9/28/2018

WORK PROGRAM

Task 1. Consultant Selection	Projected start/end dates: Click here to enter a date./ Click here to enter a date.
1.1 RFP/Q issued	Projected start/end dates: 9/28/2016/ 9/28/2016
1.2 Proposals Evaluated	Projected start/end dates: 10/27/2016/ Click here to enter a date.
1.3 Consultant Selected	Projected start/end dates: 11/3/2016/ Click here to enter a date.
Outcome/Deliverables: Contract	Projected start/end dates: 12/1/2016/ Click here to enter a date.
Task 2. Baseline data	Projected start/end dates: Click here to enter a date./ Click here to enter a date.
1.1 Steering Committee Meeting with consultant team	Projected start/end dates: 12/19/2016/ Click here to enter a date.
1.2 Baseline data inventory	Projected start/end dates: 3/6/2017/ Click here to enter a date.
Outcome/Deliverables: Baseline data/existing conditions report	Projected start/end dates: 3/6/2017/ Click here to enter a date.
Task 3. Technical/Traffic studies	Projected start/end dates: 5/3/2017/ Click here to enter a



	date.
Outcome/Deliverables Technical/Traffic studies	Projected start/end dates: Click here to enter a date. / Click here to enter a date.
Task 4. Mitigation program to reduce energy, automobile, heat island effects, and water use to achieve GHG reduction targets	Projected start/end dates: 6/7/2017/ Click here to enter a date.
4.1 Steering Committee meeting	6/7/2017
Outcome/Deliverables: Mitigation Program	Projected start/end dates: Click here to enter a date. / Click here to enter a date.
Task 5. Incorporate preferred SLR adaptation strategies, Complete Streets program with climate mitigation program into a draft CAP	Projected start/end dates: 10/4/2017/ Click here to enter a date.
5.1 Stakeholder meeting	10/11/2017
Outcome/Deliverables: draft CAP	Projected start/end dates: Click here to enter a date. / Click here to enter a date.
Task 6. Translate draft CAP into LCPA policy and Implementation components	Projected start/end dates: 3/7/2018/ Click here to enter a date.
Outcome/Deliverables: draft LCPA policy and implementation components	Projected start/end dates: Click here to enter a date. / Click here to enter a date.
6.1 Stakeholder meeting	3/22/2018
Task 7. Adopt amendments to LCP policy and implementation components	Projected start/end dates: 6/20/2018/ Click here to enter a date.
Outcome/Deliverables: adopted LCPA	Projected start/end dates: Click here to enter a date. / Click here to enter a date.
Task 8. Submit LCPA policy and implementation components to Coastal Commission for certification	Projected start/end dates: 7/2/2018/ Click here to enter a date.
Outcome/Deliverables: Certification	Projected start/end dates: Click here to enter a date. / Click here to enter a date.



Please list (1) all significant and pertinent project benchmarks related to the project for which funds are being requested, (2) expected dates for reaching or completing those steps. These will be used in monitoring grant progress and in grant reporting under approved grant agreements.

BENCHMARK SCHEDULE

ACTIVITY	COMPLETION DATE
Baseline Data/Existing Conditions	3/6/2017
Technical/Traffic studies	5/3/2017
Mitigation program to reduce energy, automobile, heat island effects, and water use to achieve GHG reduction targets.	6/7/2017
Incorporate preferred SLR adaptation strategies, Complete Streets program with climate mitigation program into a draft CAP	10/4/2017
Translate draft CAP into LCPA policy and Implementation components.	3/7/2018
Adopt amendments to LCP policy and implementation components	6/20/2018
Submit LCPA policy and implementation components to Coastal Commission for certification	7/2/2018

3. **BUDGET.** Please provide a proposed budget, including the funding request, total project cost, estimated costs per task, funding sources, and in-kind services.

APPLICATION BUDGET INFORMATION

Funding Request: \$300,000

Total Project Cost: \$350,000

If multiple funding sources are being used, in the funding sources matrix below, list the major tasks of the proposed project and indicate the estimated cost of each, including source of funding for task. These tasks should correlate with your overall Work Program. An example follows the matrix.



PROJECT FUNDING SOURCES

Double-click on table to edit in Excel.

5	<i>draft CAP</i>	\$60,000	\$10,000	\$50,000		
6	<i>draft LCPA</i>	\$60,000	\$10,000	\$50,000		
7	<i>adopt LCPA</i>	\$1,000	\$1,000			
8	<i>certify LCPA</i>					
TOTAL		\$350,000	\$50,000	\$300,000	\$0	\$0

OTHER FUNDING SOURCES (NOT INCLUDING IN-KIND SERVICES)

Double-click on table to edit in Excel.

Source of funds	\$ Amount	Status (Committed, Applied, etc)
SD Foundation	70,000	committed to Resiliency SLR gra
TOTAL	\$ 70,000	

In-kind Services: \$50,000

In-kind services or contributions include staff time, volunteer time and materials contributed to the project. Please describe and estimate value, and differentiate between expected in-kind contributions and contributions (work or other types of contributions) already obtained/completed.

BUDGET SUMMARY

Grant Application Budget Form

Please use the following form to fill in your estimated budget. Double click on the table to open in excel. Fill in the fields shaded in blue.



	Applicant's Funding	CCC Grant Funding	OPC Grant Funding	Other Funds
Personnel				
Salaries and wages ¹	\$ 40,000.00			
Benefits ²	\$ 10,000.00			
Total Personnel	\$ 50,000.00	\$ -	\$ -	\$ -
Consultants³				
Subcontractor A		\$ 150,000.00		
Subcontractor B (etc.)		\$ 150,000.00		
Total Consultants	\$ -	\$ (300,000.00)	\$ -	\$ -
Operating Expenses				
Postage/Shipping				
Supplies/Materials ⁴				
Travel ⁵				
Indirect Costs ⁶				
Total Operating Expenses	\$ -	\$ -	\$ -	\$ -
Total Budget	\$ 50,000.00	\$ (300,000.00)	\$ -	\$ -

¹ Attach an explanation of rate(s) and hours for each position for which funds are being requested.

² Amount requested for benefits not to exceed 40% of amount requested for salary or wage.

³ All subcontractors must be selected pursuant to a competitive bidding process that seeks at least three (3) bids from responsible bidders.

⁴ Include a list of the major supplies and materials and how much they cost.

⁵ Travel reimbursement rates are the same as similarly situated state employees.

⁶ Indirect costs include, for example, a pro rata share of rent, utilities, and salaries for certain positions indirectly supporting the proposed project but not directly staffing it.

4. **A RESOLUTION FROM THE APPLICANT'S GOVERNING BODY.** Please submit a resolution that contains the following authorizations: 1) authority to submit the proposal, 2) authority to enter into a grant agreement with the California Coastal Commission if the grant is awarded, and 3) designation of the applicant's authorized representative (name and title). A sample resolution is provided as Attachment A.

SUBMISSION DATES

Applications are due **May 20, 2016**. Application packets must be **RECEIVED** by 5pm May 20, 2016. Proposals must be emailed or mailed; faxed responses will not be considered.

If the governing body of an applicant cannot adopt a resolution similar to Attachment A of the application by this date, the applicant can submit the proposal with a draft resolution, provide a date for when the governing body will consider adoption of the resolution and **submit the adopted resolution by 5pm June 10, 2016**. All other materials must be submitted by the May



20, 2016 deadline. Applications will not be deemed complete until an adopted resolution is received. **Applications that do not contain a final, adopted resolution by June 10, 2016 will not be considered for funding.**

The Commission is expected to award grants in July or August of 2016.

SUBMISSION REQUIREMENTS

Please submit the completed application form, including all attachments, via email to LCPGrantProgram@coastal.ca.gov. Please submit all application materials as **a single PDF file** **AND submit the Project Description, Work Program, Budget, and Schedule as a Word document.** See Attachment B for a checklist of required application materials.

If you are unable to submit via email, you may mail a CD and hard copy to the Coastal Commission:

Daniel Nathan
LCP Grants Assistant
California Coastal Commission
45 Fremont Street, Suite 2000
San Francisco, CA 94105
415-904-5251

Please note: all information that you submit is subject to the unqualified and unconditional right of the Coastal Commission to use, reproduce, publish, or display, free of charge. All documents submitted will be considered a public record upon submittal. Please indicate if credit is requested for any of the photos and/or maps.

QUESTIONS

Coastal Commission staff are pleased to assist local governments during preparation of LCP grant applications. Please send questions on the grant application process to **Daniel Nathan, LCP Grants Assistant, via email at LCPGrantProgram@coastal.ca.gov, or call (415) 904-5251.** Questions regarding the LCP process and update approach should be directed to the relevant Coastal Commission district contact person, via phone or email. LCP Grant contacts for the district offices are listed below.

North Coast (Del Norte, Humboldt, Mendocino Counties)

- Alison Dettmer, Deputy Director
Email: Alison.Dettmer@coastal.ca.gov, Phone: (415) 904-5200

- Bob Merrill, District Manager
Email: Bob.Merrill@coastal.ca.gov, Phone: (707) 826-8950



North Central Coast (Sonoma, Marin, San Francisco, San Mateo Counties)

- Dan Carl, Deputy Director
Email: Dan.Carl@coastal.ca.gov, Phone: (831) 427-4863
- Nancy Cave, District Manager
Email: Nancy.Cave@coastal.ca.gov, Phone: (415) 904-5260

Central Coast (Santa Cruz, Monterey, San Luis Obispo Counties)

- Dan Carl, Deputy Director
Email: Dan.Carl@coastal.ca.gov, Phone: (831) 427-4863
- Susan Craig, District Manager
Email: Susan.Craig@coastal.ca.gov, Phone: (831) 427-4863

South Central Coast (Santa Barbara and Ventura Counties, and the Malibu portion of Los Angeles Counties)

- Steve Hudson, Deputy Director
Email: Steve.Hudson@coastal.ca.gov, Phone: (805) 585-1800
- Barbara Carey, District Manager
Email: Barbara.Carey@coastal.ca.gov, Phone: (805) 585-1800

South Coast (Los Angeles (except Malibu) and Orange Counties)

- Sherilyn Sarb, Deputy Director
Email: Sherilyn.Sarb@coastal.ca.gov, Phone: (562) 590-5071
- Teresa Henry, District Manager
Email: Teresa.Henry@coastal.ca.gov, Phone: (562) 590-5071

San Diego (San Diego County)

- Sherilyn Sarb, Deputy Director
Email: Sherilyn.Sarb@coastal.ca.gov, Phone: (619) 767-2370
- Deborah Lee, District Manager
Email: Deborah.Lee@coastal.ca.gov, Phone: (619) 767-2370

ALTERNATE CONTACT

Madeline Cavalieri, Manager, LCP Grants
Email: Madeline.Cavalieri@coastal.ca.gov, Phone: (831) 427-4863



RESOLUTION NO. 2016-7706

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IMPERIAL BEACH, CALIFORNIA, APPROVING THE SUBMITTAL OF A LOCAL COASTAL PROGRAM (LCP) PLANNING GRANT APPLICATION TO THE CALIFORNIA COASTAL COMMISSION. M.F. 1025

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WHEREAS, the goal of the grant program is to develop new or updated LCPs in conformance with the California Coastal Act and to reflect current circumstances and new scientific information, including new understandings and concern for the effects of climate change, and

WHEREAS, grant proposals submitted under this grant program must complete land use plan and/or zoning work to either achieve submittal for certification of a Local Coastal Program (LCP) or an Area of Deferred Certification (ADC) or of an LCP Amendment to significantly update a certified LCP or LCP segments, including with special emphasis on effects of climate change and sea-level rise;

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WHEREAS, the City of Imperial Beach desires to pursue a project that would result in the completion and submittal for certification by the California Coastal Commission of an Amendment to update the LCP in whole,

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AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

SERGE DEDINA, MAYOR

ATTEST:

JACQUELINE M. HALD, MMC
CITY CLERK

APPROVED AS TO FORM:

JENNIFER M. LYON
CITY ATTORNEY



ATTACHMENT B - APPLICATION CHECKLIST

A complete Grant Application Packet includes the following components. Please submit all documents in a single PDF file and the Project Description, Work Program, Budget, and Schedule as a Word document, as noted below. **It is very important to receive the PDF file and a Word document for efficiency in preparing grant agreement documents.** Thank you for your attention to these important components of the application.

- Signed LCP Grant Application Form (.pdf)
- Project Description (.doc)
- Work Program, Budget, and Schedule (.doc)
- Signed Resolution (.pdf)
- Supplemental Form(s)
- All documents combined into a single PDF file (.pdf)

CALIFORNIA COASTAL COMMISSION

45 FREMONT, SUITE 2000
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FAX (415) 904-5400
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ATTACHMENT 3



**CALIFORNIA COASTAL COMMISSION
LCP PLANNING
GRANT PROGRAM ANNOUNCEMENT &
APPLICATION INSTRUCTIONS
MARCH 28, 2016**

The California Coastal Commission is pleased to announce the availability of Round 3 grant funding to support local governments to develop or update their Local Coastal Programs (LCPs) pursuant to the California Coastal Act and with special emphasis on addressing impacts from climate change and sea level rise. The grant application form is available here: <http://www.coastal.ca.gov/lcp/lcpgrantprogram.html>.

Grant applications are due by **May 20, 2016 at 5 pm.**

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PURPOSE OF GRANTS

The purpose of these grants is to support local governments in developing new LCPs for certification in areas that are not currently certified, or updating existing certified LCPs to reflect new information and changed conditions, especially in light of the effects of climate change, in a manner fully consistent with the policies of the California Coastal Act. LCP completions and updates that include policies and implementing ordinances that address sea-level rise and other climate change impacts will be given special consideration.



Commission staff is available to work with local governments and to assist during the application process. For staff contact information, please see page 9.

BACKGROUND

The LCP Program is an essential component of the California Coastal Act. LCPs implement the statewide goals and policies of the Coastal Act at the local level and are required by the Coastal Act for each coastal jurisdiction. LCPs must specify the kind, location, and intensity of land uses, the applicable resource protection and development policies and implementing ordinances, and must be developed with the widest opportunity for public participation. LCPs and LCP updates are developed by local governments, and, once certified by the Commission, the local government assumes responsibility for issuance of most coastal development permits pursuant to the certified LCP. The Commission retains some continuing permit authority and authority to hear appeals of some local coastal permits acted on by local government.

Goal 4 of the Commission's adopted Strategic Plan¹ is to strengthen the LCP Program. One important way to do this is to complete the certification of LCPs. While most of the coast (approximately 85% of the geographic area) is governed by a certified LCP, there are some remaining uncertified areas. When these areas become certified, local government will assume responsibility for issuing most coastal development permits in these areas. This will allow local government more control and input with respect to coastal regulation, while at the same time allowing the Commission to focus more resources on assisting with matters of statewide significance and oversight, including with respect to ongoing review and coordination with local governments on LCP updates and implementation.

In addition to the areas that are not yet certified, many of the LCPs that were certified in the 1980s and 1990s are out of date and would benefit from updating to reflect changed conditions, new information and knowledge, and new programs and policies, especially those related to climate change and sea-level rise. Updated LCPs provide more certainty for economic development and enable stronger coastal resource protection in light of current environmental conditions and other factors.

Financial assistance has been, and will continue to be, a critical way to assist local governments in their coastal planning. Such financial assistance can serve as an incentive for local governments to undertake such planning work. However, with available funds limited, it is essential that the Commission gives emphasis to producing the most value for these funds. The proposals for these LCP grant funds will require a complete work program, benchmarks and a schedule for completion of the LCP planning work. The Commission will review and approve the recommended award of any grant funds, and the proposed work programs will be part of that

¹ California Coastal Commission, Strategic Plan 2013-2018, Approved April 2013. See: <http://www.coastal.ca.gov/strategicplan/spindex.html>



future action. Thus, as proposed, this grant program will facilitate the completion and update of LCPs consistent with the provisions of the Coastal Act and California Code of Regulations.

SUBMISSION DEADLINES

Applications are due May 20, 2016. Application packets must be RECEIVED by 5 pm, May 20, 2016. Applications must be emailed or mailed; faxed responses will not be considered.

If the governing body of an applicant cannot adopt a resolution similar to Attachment A of the application by this date, the applicant can submit the proposal with a draft resolution, provide a date for when the governing body will consider adoption of the resolution and **submit the adopted resolution by 5 pm, June 10, 2016**. All other materials must be submitted by the May 20, 2016 deadline. Applications will not be deemed complete until an adopted resolution is received. **Applications that do not contain a final, adopted resolution by 5 pm, June 10, 2016 will not be considered for funding.**

The Commission will likely award grants in July or August of 2016.

SUBMISSION REQUIREMENTS

The grant application must include the Application Form, Project Description, Work Program, Budget, Schedule, and a resolution from the applicant's governing body (either adopted or noting when adoption will occur). The application form can be downloaded here:

<http://www.coastal.ca.gov/lcp/lcpgrantprogram.html>. A sample resolution is available in Attachment A of the Application Form.

Please submit the completed application form, including all attachments, via email to LCPGrantProgram@coastal.ca.gov. Submit all application materials in a single PDF file AND submit the Project Description, Work Program, Budget, and Schedule as a Word document. If you are unable to submit via email, you may mail a CD and hard copy to:

Daniel Nathan
LCP Grants Assistant
California Coastal Commission
45 Fremont Street, Suite 2000
San Francisco, CA 94105
(415)-904-5251

Please note: all information that you submit is subject to the unqualified and unconditional right of the State of California to use, reproduce, publish, or display it, free of charge. All documents



submitted will be considered a public record upon submittal. Please indicate if credit is requested for any photos and/or maps.

APPLICATION MATERIALS

A complete grant application package will consist of the following materials:

1. The signed **Application Form**.
2. A **Project Description** (written in 12-point font) of no more than 5-7 pages, single-spaced, including the following information, organized under subheadings to describe how the proposed project will address the grant priorities and criteria:
 - (a) The **goals and objectives** of your project, how you will accomplish each objective, and how your objectives will accomplish your goals. (Objectives should be simple, understandable and as specific and measurable as possible).
 - (b) **Project details**, including a specific description of how the project will be carried out, including specific plans for community outreach and **how the project will address grant priorities and criteria** (see page 6). Also, please include a **description of the factors that will ensure the successful completion** and implementation of the project.
 - (c) **Information on the need for the requested funding**, including a description of any other resources that are available and/or that will be applied to the project. If the project is expected to continue beyond the end of this grant term, explain the longer-term funding plan.
3. A **Work Program, Budget and Schedule** for the project, with benchmarks for reporting. (Bear in mind that work must be completed by September 28, 2018.) Please include:
 - a. Description of tasks, cost of tasks, products and schedule; and
 - b. Description of any applicable work product benchmark and projected status reports. (See the sample Application Budget Form.)
4. A **Resolution from the applicant's governing body** that contains the following authorizations: 1) authority to submit the proposal, 2) authority to enter into a grant agreement with the California Coastal Commission if the grant is awarded, and 3) designation of the applicant's authorized representative (name and title). Resolutions should also contain clear statements of commitment to full completion of the intended grant process, including submission of applicable LCP products (LCP submittal or amendment) to the Commission for review.

GRANT AMOUNTS

A total of \$3,000,000 is available for awards through this competitive grant program for Round 3. There are no established minimum or maximum grant amounts. Based on prior grant experience, we expect the applications to range in amount from \$50,000 to \$300,000 and that the number and total dollar amount of the applications will exceed the available funds. Awards may be offered for less than an applicant requests.



ELIGIBLE APPLICANTS

Local governments in the coastal zone are the only eligible applicants. These grants are intended to provide assistance to local governments responsible for developing and amending Local Coastal Programs under the Coastal Act. Local governments in the coastal zone that have received prior LCP Local Assistance grants are eligible to apply for this round of grants to continue their work on LCP certification. Other entities with authority for developing and amending other plans under the Coastal Act, such as Port Master Plans, Public Works Plans or University Long Range Development Plans are not eligible.

ELIGIBLE PROJECTS

Pursuant to the Commission's LCP Grant Program adopted priorities [see <http://documents.coastal.ca.gov/reports/2013/8/W31b-8-2013.pdf>], projects may include:

- Completion, or continuation from previous grant round, of land use plan and/or zoning work to achieve certification of a Local Coastal Program (LCP) or an Area of Deferred Certification (ADC) resulting in the new transfer of coastal development permit authority to the local government in these areas;
- Planning and/or zoning work to significantly update certified LCPs or LCP segments in whole or in part to reflect changed conditions, new information and scientific knowledge, new programs and policies, or other significant changed circumstances.
- LCPs and Updates that address the effects of climate change, such as sea-level rise, will be given special consideration.
- Completion of updated resource studies or other potential components needed to complete an LCP submittal or LCP amendment may only be eligible if they are part of an LCP Amendment or submittal that otherwise ranks high on the criteria for grant awards, such as a high likelihood of success to address an important coastal resource issue or set of issues.

Project-specific LCP Amendments are not eligible for these grants unless such proposals will result in certification or update of a complete LCP segment or certification of an LCP for a complete Area of Deferred Certification.



PROJECT SELECTION CRITERIA AND PROCESS

APPLICATION REVIEW

Completed proposals received by May 20, 2016 will be evaluated by a committee of Commission staff. Proposals lacking final adopted resolutions will be reviewed, but will not be considered for funding absent submittal of a final, adopted resolution by June 10, 2016. As a competitive grant program, Commission staff will review and evaluate the applications based on the project's relative significance and how well it meets the Selection Criteria stated below. Commission staff will prepare a listing of all applications received and recommendations for award of grants to the Coastal Commission for review and action at a public hearing, most likely in July or August 2016. Applicants may be contacted to provide additional information during the review process. Commission staff may seek assistance in evaluating the proposals from individuals and/or technical experts with pertinent expertise from other governmental agencies.

The level of funding that staff will recommend to the Commission for a particular award will be determined by evaluating the grant requests against other considerations including:

- the amount of available grant funds (\$3,000,000) and the number of competing proposals;
- the sequence of tasks and likelihood of timely completion of the work program;
- the necessity of each task; and,
- the reasonableness of costs proposed for specific tasks.

The Commission will base the size of the recommended award on each project's needs, its overall benefits, and the extent of competing demands for funds.

SELECTION CRITERIA

Applications for Round 3 LCP planning grants will be evaluated for their ability to complete or update an LCP. Projects selected for funding will be those that best meet the Commission's following adopted criteria:

◆ **Public Benefit/Significance**

The Commission will consider the extent to which the proposed LCP planning effort will address issues of statewide significance and maximize public benefits of the coast. These can include: preserving and enhancing coastal habitat; protecting, providing, and enhancing public access; protecting priority land uses such as agriculture, coastal dependent development, or recreation; protecting and providing lower cost visitor and recreational opportunities; and addressing climate change and sea-level rise. Provisions for public participation must be a part of the work program.

◆ **Relative Need for LCP Update/Extent of Update**

The Commission will consider the relative need for an LCP update, considering the length of time since an LCP or LCP segment has been updated and the significance of the issues proposed to be updated. In addition, the extent or scope of an update is an important consideration, with higher priority being placed on proposed updates of greater extent/scope, such as a complete LCP update, or an update that results in comprehensive updating of one or more policy areas or a



geographic sub-area. Applicants will be asked to demonstrate how the proposed project will be effective in conserving and protecting coastal resources, and how the proposed project builds upon or complements existing efforts that may be underway or completed for their local jurisdiction.

◆ **Addressing the Effects of Climate Change**

Climate change is one of the most significant policy areas to emerge since many LCPs have been certified. The Commission is seeking LCP development and updates that address the effects of climate change, including sea-level rise and other coastal hazards, as well as other issue areas affected by climate change, such as changes in habitat, fire hazards, and transportation and land use policy to facilitate reductions in greenhouse gas emissions and vehicle miles travelled. Special consideration will be given to proposals that address this policy area and that encompass the best available science on sea-level rise. In particular, applicants should consider the recommendations presented in the [State of California Sea-Level Rise Guidance](#), and the Coastal Commission's adopted [Sea-Level Rise Policy Guidance](#).

◆ **Likelihood of Success/Effectiveness**

An applicant will need to specifically explain how this grant will support development, or update of an LCP. The applicant should describe the complete planning process, steps or mechanisms for coordination with the Coastal Commission, and how this grant would advance that process. Applicants should provide a detailed timeline for implementation of the project and identify the specific elements of their LCP that they expect to update through this work. If your jurisdiction previously received LCP grant funds but are not yet certified, please explain why current circumstances make the success of this planning effort more likely. The Commission will consider the likelihood of success of each proposal, including evaluating the practicality, feasibility, and effectiveness of a proposed work program that may lead to successful implementation.

Proposals should address the mechanisms for coordination with the public and with the Coastal Commission, and provide for practicable benchmarks for LCP amendment development and review. Other material in support of these criteria may include resolutions of intent and endorsement for the proposed work, matching funds or other complementary efforts (see below), that may signal broad support for the planning effort and that may affect the likelihood that an LCP amendment will be successfully completed. Applicants will be asked to describe any LCP and related planning work that has been initiated or is already underway at the local level and how this grant program is needed to substantially further that effort.

For new LCP development, the local government should demonstrate its willingness and capacity to assume local coastal development permit processing. Some areas of the coastal zone remain uncertified because the Commission and local government have been unable to reach agreement on the resolution of issues, or an issue is particularly intractable. When reviewing applications, the Commission will consider the likelihood that such areas and specific policy questions can be successfully addressed, leading to certification of the area.



◆ **Workload**

The Commission will consider the level of existing permit workload generated by uncertified jurisdictions and thus the relative statewide benefits of certification of any particular jurisdiction.

◆ **Project Integration/Leverage/Matching Funds**

Grant amounts will be limited and the ability to leverage other resources, provide matching funds or commit significant in-kind resources that could help support a comprehensive LCP certification effort or update will be considered. The Commission will consider the relationship of the LCP work program to other planning work being undertaken by the jurisdiction. Applicants will be asked to describe any other related grants awarded or applied for (such as through the Ocean Protection Council, Coastal Conservancy or the Strategic Growth Council) that may support the LCP planning work and any availability and amount of local matching funds. Applicants will need to demonstrate their capacity to achieve the proposed work, including identifying key staff and other resources that will be committed to the project. However, the matching funds criteria may be waived for communities that demonstrate hardship. Such communities should explain the circumstances for such consideration.

COMMISSION APPROVAL OF GRANT AWARDS

Projects recommended for funding are subject to Coastal Commission approval. Project funding will not be available until after approval of the grant award by the Commission at a noticed public meeting, and upon the execution of a grant agreement between the Commission and the grantee. The earliest possible Commission meeting at which awards will be considered is July 2016.

GRANT ADMINISTRATION

1. **Commission.** The Coastal Commission will draft and execute the grant agreements and review, approve and process invoices under the grant agreements. The Commission will also appoint an LCP grants project representative to function as the main point of contact for grantees.
2. **Grantee.** The grantee must assume responsibility for administering the project, including: employing any necessary staff or consultants, maintaining complete accounting and time records, and providing fiscal management. The grantee must designate a project director. The project director may be a staff member of the applicant agency or an elected official. The project director will be the main point of contact for the Commission and will be responsible for reviewing and signing the work products prepared as part of the program. If awarded a grant, all contracts with the state, and any subcontract under the grant, must comply with all provisions of the State Public Contract Code, State Administrative Manual, and the State Contracting Manual.
3. **Payment.** Grant funds will **not** be available in advance of expenditures. Expenses will be **paid in arrears** no more than once per month upon submission of an approved invoice by



the grantee. Reimbursement will be dependent upon successful completion of work benchmarks detailed in the grant agreement. Based on work program and budget, grant reimbursements may be made up to 80% of the grant award pending final completion of the grant agreement.

4. **Schedule.** Work must be completed by September 28, 2018.

HELPFUL RELATED MATERIALS

The California Coastal Act and California Code of Regulations may be accessed from the Coastal Commission website at: <http://www.coastal.ca.gov/ccatc.html#otherlegislation>

Information on Updating the LCP can be reviewed at: <http://www.coastal.ca.gov/la/landx.html>

Information on LCP status and history can be reviewed at: <http://www.coastal.ca.gov/lcps.html>

For information on grants awarded during the FY 2013-2014 and FY 2014-2015 award cycle, visit: <http://www.coastal.ca.gov/lcp/lcpgrantprogram.html>

QUESTIONS

Coastal Commission staff are pleased to assist local governments during preparation of LCP grant applications. Please send questions on the grant application process to **Daniel Nathan, LCP Grants Assistant, via email at LCPGrantProgram@coastal.ca.gov, (415) 904-5251.** Questions regarding the LCP process and update approach should be directed to the relevant Coastal Commission district contact person, via phone or email. LCP Grant contacts for the district offices are listed below.

LCP GRANT DISTRICT CONTACT INFORMATION

North Coast (Del Norte, Humboldt, Mendocino Counties)

- Alison Dettmer, Deputy Director
Email: Alison.Dettmer@coastal.ca.gov, Phone: (415) 904-5200
- Bob Merrill, District Manager
Email: Bob.Merrill@coastal.ca.gov, Phone: (707) 826-8950

North Central Coast (Sonoma, Marin, San Francisco, San Mateo Counties)

- Dan Carl, Deputy Director
Email: Dan.Carl@coastal.ca.gov, Phone: (831) 427-4863
- Nancy Cave, District Manager
Email: Nancy.Cave@coastal.ca.gov, Phone: (415) 904-5260



Central Coast (Santa Cruz, Monterey, San Luis Obispo Counties)

- Dan Carl, Deputy Director
Email: Dan.Carl@coastal.ca.gov, Phone: (831) 427-4863

- Susan Craig, District Manager
Email: Susan.Craig@coastal.ca.gov, Phone: (831) 427-4863

South Central Coast (Santa Barbara and Ventura Counties, and the Malibu portion of Los Angeles Counties)

- Steve Hudson, Deputy Director
Email: Steve.Hudson@coastal.ca.gov, Phone: (805) 585-1800

- Barbara Carey, District Manager
Email: Barbara.Carey@coastal.ca.gov, Phone: (805) 585-1800

South Coast (Los Angeles (except Malibu) and Orange Counties)

- Sherilyn Sarb, Deputy Director
Email: Sherilyn.Sarb@coastal.ca.gov, Phone: (562) 590-5071

- Teresa Henry, District Manager
Email: Teresa.Henry@coastal.ca.gov, Phone: (562) 590-5071

San Diego (San Diego County)

- Sherilyn Sarb, Deputy Director
Email: Sherilyn.Sarb@coastal.ca.gov, Phone: (619) 767-2370

- Deborah Lee, District Manager
Email: Deborah.Lee@coastal.ca.gov, Phone: (619) 767-2370

ALTERNATE CONTACT

Madeline Cavalieri, Manager, LCP Grants
Email: Madeline.Cavalieri@coastal.ca.gov, Phone: (831) 427-4863