



CITY OF HAYWARD

AGENDA REPORT

AGENDA DATE 05/26/98

AGENDA ITEM 3

WORK SESSION ITEM _____

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: **AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE AN AGREEMENT FOR AIRPORT MASTER PLANNING SERVICES AND ENVIRONMENTAL IMPACT REPORT PREPARATION.**

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to:

1. Execute an Agreement for Airport Master Planning Services and Environmental Impact Report preparation with Coffman Associates.
2. Transfer \$80,000 from Airport Operations Fund to Airport Capital Improvement Fund.
3. Appropriate \$327,000 from the Airport Capital Improvement Fund for this project.

BACKGROUND/DISCUSSION:

The City recently executed a \$150,000 grant with the Federal Aviation Administration (FAA). This represents the total federal government participation in the project to update the Hayward Airport's Master Plan (AMP). Unfortunately, no federal funding was received for the environmental work necessary to accompany the Master Plan.

In accordance with the consultant selection procedures, as defined by the FAA, a number of proposals were received from qualified airport consultants. Coffman and Associates of Phoenix was judged to be the most responsive to the Airport's needs. Environmental Science Associates, with offices in Oakland, will be the subconsultant responsible for the environmental analysis.

Following several months of negotiations, staff has finalized the scope of services and consultant compensation package. The agreement for professional services has been reviewed and approved by the FAA. The scope of work was reviewed by the Council's Airport Committee at its meeting of April 23, 1998. Following City Council approval, a Notice to Proceed will be issued to the consultant.

The Master Plan study will provide recommendations from which the City may take action to improve the Airport and all associated services important to public needs, convenience, and economic growth. The studies will benefit all residents of the area by providing a comprehensive plan, which supports and balances continued growth of aviation activities and the environmental preservation of the surrounding environs.

Public Input Process:

An Airport Planning Committee (APC) will be formed. The APC is recommended to consist of 14 members. It is proposed that non-aviation APC membership will be comprised of six representatives as follows: San Lorenzo (2 - selected by the Homeowners Association); one member from Eden Garden's Mobile Home Park (selected by the Homeowners Association); the chair or vice chair of the Winton-Grove and Southgate neighborhood task forces; and Southland. The three governmental representatives will be two members of the Federal Aviation Administration (FAA), representing the Airport District Office and local Air Traffic Control Tower, and one member from the Caltrans Aeronautics Program. The five Hayward Airport user delegates are proposed to include two aviation business tenants, representing a large and medium size fixed based operator, one nonaviation business tenant, and one member each from the Experimental Aircraft Association and the California Pilot's Association. All of the government and airport user representatives would be recruited by Airport staff. Should Council desire, an alternate method of selecting APC members would be to follow established City Committee recruitment procedures.

The APC will provide input to the City and its Consultant on the content and recommendations of the Master Plan study through meetings and the review of working papers. Also, there will be Public Workshops where the working papers produced for the Master Plan will be presented to the general public. Finally, there will be several public Coordination Meetings for presentations to City staff, Council's Airport Committee, FAA, or other local groups as directed by the City. These meetings are expected to involve status reports on the studies and presentations of final recommendations

Environmental Analysis:

As previously indicated, the federal grant does not contain sufficient funds to also allow for preparation of an Environmental Assessment (EA) or Environmental Impact Report (EIR). Due to extremely limited and heavily prioritized FAA grant funding, the applicable environmental undertaking, which must accompany the AMP, will be financed 100% with airport funds. The basic element of environmental work, termed an "Environmental Evaluation," will include an Initial Study, per CEQA guidelines. Following completion of the Initial Study, based upon advice from the Master Plan's environmental subconsultant, as well as recommendations from the City Attorney's office, a determination will be made whether or not certification of the Master Plan will require a Negative Declaration, a Mitigated Negative Declaration, or a Program Environmental Impact Report (EIR). Given the considerable interest surrounding the Airport, it is likely a Program Environmental Impact Report (EIR) will be required. Consequently, the scope of work and total compensation package negotiated with the consultant will include completion of an EIR. However, authorization to proceed with the EIR will be at the sole discretion of the City.

Program Costs:

A total of \$167,000 has been appropriated in the 1997-98 Airport Capital Improvement Fund for this project. Funding for the Airport Master Plan Update and Initial Study will require a total appropriation of \$244,000. An additional \$250,000 will be required for the Program EIR. As the entire Service Agreement with the consultant (including Environmental Impact Report) will be executed this fiscal year, it will be necessary to appropriate \$327,000 from the Airport Capital Improvement Fund. Sufficient monies are available in the Airport Capital Fund for this purpose, with the approval of the requested transfer from the Airport Operations Fund.

Schedule:

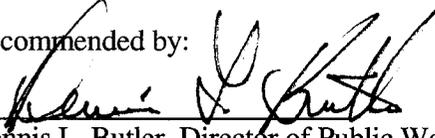
Completion of the Master Plan Update and Initial Study can take as much as a year. If a Program EIR is necessary, the project would be extended another year. This would include certification of the updated Master Plan and adoption of the EIR.

Prepared by:



For Brent Shiner, Airport Manager

Recommended by:



Dennis L. Butler, Director of Public Works

Approved by:



Jesús Armas, City Manager

DRAFT

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5/20/98

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

**RESOLUTION AUTHORIZING THE CITY MANAGER
TO EXECUTE AGREEMENT WITH COFFMAN
ASSOCIATES FOR AIRPORT MASTER PLANNING
SERVICES AND ENVIRONMENTAL IMPACT REPORT**

BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized and directed to execute on behalf of the City of Hayward an agreement with Coffman Associates for airport master planning services and preparation of an environmental impact report, in an amount not to exceed \$494,000, in a form to be approved by the City Attorney.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 1998

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

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5/20/98

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

RESOLUTION AMENDING RESOLUTION 97-100, AS AMENDED, THE BUDGET RESOLUTION FOR CAPITAL PROJECTS FOR FISCAL YEAR 1997-98, RELATING TO AN APPROPRIATION OF FUNDS FOR THE AIRPORT MASTER PLANNING SERVICES AND ENVIRONMENTAL IMPACT REPORT PREPARATION, PROJECT 6877

BE IT RESOLVED by the City Council of the City of Hayward that Resolution No. 97-100, as amended, the Budget Resolution for Capital Projects for fiscal year 1997-98, is hereby further amended by approving a transfer of \$80,000 from the Airport Operations Fund, Fund 631 to the Airport Capital Improvement Fund, Fund 632, and approving an appropriation of \$327,000 from the Airport Capital Improvement Fund, Fund 632, to FAA project 6877.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 1998

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward