

COUNCIL DECISION REQUEST

SUBJECT: Environmental Assessment for Airport Properties

MEETING DATE: 10-02-08

PAYSON GOAL: NEW: EXISTING:

ITEM NO.:

TENTATIVE SCHEDULE:

SUBMITTED BY: LaRon Garrett, Pub. Works Dir.

AMOUNT BUDGETED: \$311,000

SUBMITTAL TO AGENDA

EXPENDITURE REQUIRED: \$311,000

APPROVED BY TOWN MANAGER

CONT. FUNDING REQUIRED: \$0



EXHIBITS (If Applicable, To Be Attached): Draft Authorization of Services for the Environmental Assessment

POSSIBLE ACTION

I move to direct staff to move forward with the environmental assessment on Sky Park Tract A and the future airport 13.5 acre parcel, to approve Authorization of Services #08-01 substantially in the form attached, and to authorize the Mayor to sign Authorization of Services #08-01 upon FAA approval of the of Services #08-01 and Scope of Services.

SUMMARY OF THE BASIS FOR POSSIBLE ACTION:

For several years the Town has planned to perform an environmental assessment on two properties intended to be incorporated into the airport. Sky Park Tract A was acquired several years ago for the airport. At the September 18th Council Meeting approval was given to purchase 3.25 acres and to purchase an option on an additional 10.25 acres. The two pieces combined make up the 13.5 acre parcel. In order for the Federal Aviation Administration (FAA) to participate in funding the purchase of these properties we have to make sure there are no environmental issues. The first step is to complete the environmental assessment.

We have received the draft Authorization of Services #08-01 and Scope of Services for the Environmental Assessment from our Consultant, Coffman and Associates. The next step is to submit this draft to FAA and ADOT for their approval and then proceed with the study. The cost of the environmental assessment is \$311,000 and is eligible for grant funding. Typically, the FAA pays 95% of the cost, the Arizona Department of Transportation Aeronautics Division (ADOT) pays 2.5%, and the Town pays 2.5%.

Once the Environmental Assessment is completed and approved by the FAA, the Town can apply for grants to be reimbursed for the purchase price of the property. The funding for this study is included in the current budget in the same line item for purchasing the 3.25 acres.

The FAA has approved their portion of environmental assessment grant in the amount of \$295,450. However, we were informed on September 24th that Congress has only funded 50% of the FAA appropriation at this time. They anticipate that the remaining 50% will be funded in March or April, 2009.

ADOT Aeronautics has not yet approved their 2.5% portion of the environmental assessment grant. They are currently waiting on additional funding. Once that funding is available, they have told us they intend on approving their portion of this grant. Normally, ADOT needs to approve the grant prior to beginning work on the study. I have

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discussed this issue with Mr. Ken Potts of ADOT Aeronautics and he said that due to the current situation, they would not have a problem if the Town started working on this study prior to ADOT approving the grant. Once the grant is approved they will still reimburse the Town for their 2.5%.

In order expedite being able to apply for the property purchase grants, Staff recommends that the Town Council approve this Authorization of Services #08-01.

PROS: This will allow the Environmental Study to move forward so we can begin applying for grants to purchase (or reimburse the Town for funds already spent) the property.

CONS: There is a possibility that ADOT will not be able to approve the grant due to their funding shortfall and then the Town would be responsible for an additional 2.5% (\$7,775). There is also the possibility that Congress will not fund the remaining 50% of the FAA appropriation. If that happens, then the study would have to be stopped when it is only half completed.

PUBLIC INPUT (if any): N/A

BOARD/COMMITTEE/COMMISSION ACTIONS/RECOMMENDATIONS (if any) (give dates and attach minutes): N/A

FUNDING:

Account Number: 260-5-4445-00-8006	Title: Land Purchase	Amount: \$ 800,000
Account Number:	Title:	Amount: \$
Account Number:	Title:	Amount: \$
Account Number:	Title:	Amount: \$
		Total Cost: \$

CFO:



Date:

9/25/08

**AUTHORIZATION OF SERVICES #08-01
PAYSON MUNICIPAL AIRPORT
ENVIRONMENTAL ASSESSMENT
(LAND ACQUISITION)**

DRAFT

1. **Scope of Services.** The consultant shall provide the professional airport consulting services described in Exhibit A of this Authorization of Services Amendment to the General Services Agreement (Airport Planning Services) dated March 19, 2007.
2. **Compensation.** It is expressly understood and agreed that the total compensation to be paid to the Consultant shall be a firm fixed price amount of Three Hundred and Eleven Thousand Dollars (\$311,000.00) for the services specified in Exhibit A - Scope of Services. Such sum shall constitute full and complete compensation for the Consultant's services.
3. **Method of Payment.** Payments shall be at monthly intervals subject to receipt of requisitions for payments from the Consultant specifying that he has performed the work and is entitled to the amount requisitioned under the terms of this Agreement.
4. **Consultant Responsibilities for Compensation.** The Consultant shall prepare monthly invoices and progress reports which clearly indicate the progress to date and the amount of compensation due by virtue of that progress. All requisitions for payment shall be for work completed unless otherwise agreed to by the Sponsor.
5. **Sponsor Responsibilities for Compensation.** The Sponsor agrees to pay the Consultant's invoices net upon receipt. At no time will payment of requisitions exceed thirty (30) days from the date of the invoice without notification to the Consultant. It is expressly understood that the Sponsor has the right to withhold payment on any invoice if he feels that the Consultant has not performed the requisitioned work efforts in a satisfactory manner. If the Sponsor does decide to withhold payments to the Consultant for any reason, he must provide written notification and an explanation to the Consultant within ten (10) days of the date of the invoice.
6. **Release.** The Consultant, upon final payment of the amount due under this Agreement, releases the Sponsor, its officers and employees, for all liabilities, claims and obligations whatsoever, arising from or under this Agreement. The Consultant agrees not to purport to bind the Sponsor to any obligation not assumed herein by the Sponsor unless the Consultant has written authority to do so, and then only within the strict limits of that authority.
7. **Additional Services.** The fee for any additional services required by the Sponsor will be computed either on a negotiated lump sum basis or upon actual hours and expenses incurred by the Consultant.

8. **Time of Performance.** The total time of performance for this project shall be Twelve (12) months from the date of the official notice to proceed letter issued by the Sponsor. This timeframe is exclusive of governmental reviews and approvals.
9. **Notice to Proceed.** The official notice to proceed will be issued by the Sponsor. The Consultant may proceed with work elements associated with this project prior to the issuance of a Notice to Proceed at his own risk if he so desires.
10. **Subcontracts.** The Consultant is authorized by the Sponsor to subcontract specific items of work to SWCA Environmental Consultants. At the time additional subcontracted services are anticipated, the Consultant shall notify the Sponsor of the nature of such services and identify the proposed subcontracting firm. The Consultant must receive approval in writing from the Sponsor prior to utilization of a subcontractor.
11. **Resolution of Differences.** All claims, disputes, and other matters in question between the parties of this Agreement, arising out of or relating to this Agreement or the breach thereof, shall be decided by arbitration in accordance with the rules of the American Arbitration Association unless the parties mutually agree otherwise. It is understood that differences in professional judgement or opinions of the Consultant and the Sponsor do not create a breach in this Agreement and that, at the request of the Sponsor, the Consultant may be asked to complete additional work by the Sponsor according to the terms of this Agreement, to resolve such differences. In no event shall the demand for arbitration be made after the date when initiation of legal proceedings based on such claim, dispute, or other matter in question would be barred by the applicable statute of limitations.
12. **Termination of the Agreement.** The Sponsor may by written notice to the Consultant, terminate this contract in whole or in part at any time, either for the Sponsor's convenience or because of failure of the Consultant to fulfill the contract obligations. Upon receipt of such notice, services shall be immediately discontinued (unless the notice directs otherwise) and all materials as may have been accumulated in performing this contract, whether completed or in process, delivered to the Sponsor.

If the termination is for the convenience of the Sponsor an equitable adjustment in the contract price shall be made, but no amount shall be allowed for anticipated profit on unperformed tasks.

If termination is due to failure to fulfill the Consultant's obligations, the Sponsor may take over the work and prosecute the same to completion by contract or otherwise. In such case, the Consultant may be liable to the Sponsor for any additional costs occasioned to the Sponsor thereby.

If after notice of termination for failure to fulfill contract obligations, it is determined that the Consultant had not so failed, the termination shall be deemed to have been effected for the

convenience of the Sponsor. In such event, adjustment in the contract price shall be made as provided in paragraph 2 of this clause.

The rights and remedies of the Sponsor provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

FOR THE CONSULTANT

Coffman Associates, Inc.

By: _____

James M. Harris, P.E.
Principal

Attest: _____

FOR THE SPONSOR

Town of Payson, Arizona

By: _____

Attest: _____

Date: _____

Attached and Incorporated by Reference:

Exhibit A - Scope of Services

Exhibit B – Cost Summary

**EXHIBIT A
COFFMAN ASSOCIATES
SCOPE OF SERVICES
FOR THE
PAYSON AIRPORT
ENVIRONMENTAL ASSESSMENT
FOR PROPOSED LAND ACQUISITION**

General Project Description

The project is described as the planning and environmental services necessary to fully evaluate the applicable environmental impact categories and prepare an Environmental Assessment (EA) pursuant to the requirements of Section 102(2)(c) of the *National Environmental Policy Act (NEPA) of 1969* (PL 91-190, 42 USC 4321 et. seq.) as outlined in 40 CFR 1500-1508. The format and subject matter included within the EA will conform to the requirements and standards set forth by the Federal Aviation Administration (FAA) as contained principally in Order 5050.4B, "National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions" and appropriate items in FAA Order 1050.1E, "Environmental Impacts: Policies and Procedures."

The EA will specifically evaluate the acquisition of parcels located within the airport environs. The parcels of land, as described below, are owned by private entities and are being acquired to allow for future airside development and to meet airport design standards.

- Acquisition of approximately 13 acres of undeveloped land south of the airport between the existing airport property line and the relocated Airport Road. The development of this land is being evaluated through the ongoing airport master planning process.
- Reimbursement for the previous acquisition of approximately 1.5 acres of land adjacent to the airport. This property is adjacent to the existing Sky Park Industrial Park and is currently undeveloped.

As a connected action, the development of the parcels being acquired will also be evaluated. This evaluation should offset further NEPA documentation needs when the development of the parcels is pursued.

The FAA will serve as the Lead Agency in the NEPA process. The preparation of an Environmental Impact Statement (EIS), should it prove necessary, is not included within this Scope of Services.

SWCA Environmental Consultants will perform needed fieldwork for the EA and will document their findings within reports as outlined within the following tasks. Coffman Associates will be responsible for overseeing and ensuring quality control for SWCA responsibilities.

ELEMENT ONE - PROJECT DEFINITION

Task 1.1 - Study Design

Detailed descriptions of each work item required for completion of the EA for Payson Airport will be prepared. Initial and final draft copies of the work program will be prepared and delivered to the project sponsor for comments. The final product of this task will be a Scope of Services which will be attached and made a part of the project contract documents. Charts of the project work flow/schedule will also be included.

Each task to be performed will be evaluated to estimate the number of person-days necessary to accomplish the work efforts and the cost per person-day based on the billing classifications of the planning professionals assigned. Expenses for materials, computer time, reproduction and printing, and miscellaneous study-related costs will also be estimated. When estimated person-days have been established, they will provide input to the development of a project schedule identifying allowable time frames for major phases of the study. This schedule will also identify milestones for deliverables of each element to be submitted for review. A detailed element-by-element itemization of project person-days and costs with a final project time schedule in graphic form will be attached to all copies of the final work scope.

As needed, up to two (2) members of the Consultant team will attend teleconferences to define, clarify, and establish task descriptions, work efforts, responsibilities, and the overall requirements of the work scope.

Task 1.2 – Project Inventory and Kick-Off Meeting

After the notice-to-proceed is issued, a kick-off meeting will be held with the project sponsor. The purpose of the meeting will be to discuss the scope, timeframe, agency scoping, and public involvement for the project as well as the various entities roles and responsibilities. Information will be obtained regarding known environmental issues as they relate to the proposed airport improvements. If requested, a presentation will also be given to interested parties regarding the proposed projects and project timeframe. The meeting will be attended by two (2) Coffman Associates team members.

Task 1.3 - Agency Coordination

After receiving the notice to proceed for the project, an agency coordination list and scoping packet will be prepared for the EA. The scoping letter will announce the preparation of the EA and will solicit input regarding known environmental resources and environmental issues or concerns related to the project area. Whenever possible, the letters will be tailored to incorporate information obtained during the preparation of the Environmental Inventory within the master plan. Send coordination letters and materials to the agencies for review.

Task 1.4 - Preparation of Purpose and Need Statement and Definition of the Proposed Action

Utilizing the ongoing airport master plan, a statement of the purpose and need for the proposed land acquisition will be prepared. This statement will identify the need to be met, the purpose of the project, the requested federal action, and the proposed time frame for the project. Updated forecasts prepared for the airport master plan will be included within the discussion.

The development of the parcels being acquired will be evaluated as a connected action and will be thoroughly described within the proposed action.

A concise description of the proposed action will be formulated and exhibits will be prepared to depict the proposed acquisition and improvements.

This discussion will serve as Chapter One of the draft EA.

Task 1.5 - Alternatives

In regards to the property acquisition, only two alternatives exist, those being either acquiring or not acquiring the parcels. However, to offset or minimize further NEPA documentation needs, alternatives to

the proposed development of the parcels being acquired will be evaluated. These alternatives are currently being evaluated through the master planning process. For each development alternative, the statutory or regulatory requirements will be outlined and the anticipated environmental impacts will be described. It is assumed that no unresolved conflicts will arise during the agency scoping process that would require a more detailed evaluation of alternatives other than what is being undertaken for the airport master plan. This discussion will serve as Chapter Two of the Draft EA.

ELEMENT TWO - AFFECTED ENVIRONMENT

Identify and review available environmental documents and secondary sources related to the project area. Obtain information on the existing environmental setting of the proposed project.

Task 2.1 – Review Information Regarding the Existing Environment

Obtain and review project design plans; soil maps; available data regarding biotic communities and endangered species in the general area; available information regarding land ownership; and available aerial photographs. Obtain and review any other information which may be available and which may help identify the presence of sensitive environmental resources in the vicinity of the proposed project. Existing land use and zoning will be evaluated and maps will be prepared as needed. Air and water quality inventory will be completed with the assistance of various state and federal agencies. Coordination will be undertaken with local water and energy suppliers to formulate a discussion regarding existing facilities and the capability of those facilities to be expanded as development is undertaken at the airport.

Task 2.1.1 – Biologic Resource/Protected Species Inventory

A SWCA Environmental Consultants (SWCA) biologist will visit the proposed project area to document habitat types present within and immediately surrounding the parcels to be acquired. Dominant plant communities and species will be recorded, in addition to habitat features potentially important to listed or other special-status species. Based on habitat types and features present, the project area will be evaluated for the potential presence of such species.

SWCA will then prepare a biological evaluation (BE) to document compliance with the Endangered Species Act (ESA). This report, at a minimum, will include an introduction, a description of field survey methods used, a summary of field survey results and habitat evaluations, a list of dominant vegetation communities and species, and narrative descriptions of federally listed species that have the potential to occur in or near the project area. SWCA will also contact the Arizona Game and Fish Department (AGFD) to obtain Heritage Data Management System information regarding documented occurrences of listed species in the project vicinity. Copies of correspondence received from the AGFD will be included in an appendix of the BE. If listed species are observed or site conditions suggest that the proposed project may affect habitat critical to or occupied by listed species, the BE may contain recommendations for species-specific surveys.

Additionally, other federal, state, and local regulations concerning the biological environment of the project area will be addressed. These regulations will include, but are not limited to, the Migratory Bird Treaty Act, Arizona Native Plant Law, and local biological ordinances. A biological regulations review, provided in a separate biological regulations memo (BRM), will address these additional biological regulations and give recommendations regarding compliance with these regulations.

Task 2.1.2 – Cultural, Historical, and Archaeological Resource Inventory

Prior to undertaking fieldwork, SWCA will examine the files at the State Historic Preservation Office. In addition, the AZSITE database, which includes records from the Arizona State Museum (ASM) and Arizona State University, will be checked. This search will be conducted to determine the location of any previously conducted archaeological surveys or previously recorded archaeological sites within a 1-mile radius of the project area. SWCA will include the search results in the survey report.

SWCA will then conduct an archaeological survey of the project area, adhering to survey methods established by the ASM. These standards include having one or more qualified archaeologists cover the area with systematic pedestrian transects for 100% survey of the project area. During the inventory, any previously recorded sites will be re-evaluated and rerecorded as necessary. Newly discovered archaeological sites will be mapped to scale and fully recorded according to ASM guidelines. SWCA will evaluate the significance of all identified historic and prehistoric resources in terms of eligibility for listing in the State and National Registers of Historic Places. This survey will be conducted under SWCA's Arizona Antiquities Act Blanket Permit for conducting surveys on Arizona State Land Department land.

After fieldwork, SWCA will prepare a summary report that includes a cover, title page, introduction, project description, environmental setting, cultural setting, background research results, methods, results of investigations, recommendations, and references cited. The report will provide recommendations regarding the management of any significant cultural resources identified in the project area.

At the close of the project, SWCA will prepare and submit the necessary archaeological site and survey project records for permanent curation at the ASM, as required by SWCA's ASM permit.

Task 2.1.3 – Water Quality Inventory

Information will be compiled on the existing conditions of surface water and groundwater resources in the immediate vicinity of the proposed project. Groundwater quality data will be obtained from existing databases, including those maintained by the U.S. Geological Survey (USGS), the U.S. Environmental Protection Agency (USEPA), and the Arizona Department of Environmental Quality.

Information on surface water features will be compiled, including major drainages within the project area and approximate direction of surface water flow and receiving waters.

The Airport will be contacted to identify whether any permits under the Arizona Pollution Discharge Elimination System (AZPDES) are currently in place and the status of those permits if they exist. Any additional studies concerning water quality or water resources made available will also be reviewed.

Task 2.1.3.1 – Jurisdictional Waters Delineation

The U.S. Army Corps of Engineers (USACE) has been delegated authority to implement Clean Water Act (CWA) Section 404 regulations regarding the discharge of dredged or fill material into jurisdictional waters of the United States ("jurisdictional waters"). SWCA will complete a preliminary jurisdictional delineation (JD) of the project area following USACE guidance and based on our experience completing similar studies. The linear and lateral boundaries of potentially jurisdictional drainages, as indicated by the ordinary high-water mark (OHWM) will be mapped based on the results of photograph interpretation and field survey. The OHWM will be identified by the presence of one or more of the following characteristics:

a well-defined channel, as indicated by an incision or scour line, a debris line, a change in substrate, water stains on bedrock, or the presence of vegetation.

Using field maps, SWCA will conduct a pedestrian survey of the project area and take measurements of the OHWM at approximately 200-foot intervals along potentially jurisdictional drainages. OHWM measurements will be taken a minimum of 200 feet upstream and downstream of wash crossings to accommodate future access. Representative ground photographs will be taken at that time to document jurisdictional and non-jurisdictional areas.

Using the lateral boundaries and linear field measurements, jurisdictional drainages will be delineated manually on 1":100'-scale aerial photographs and then digitized at our office using AutoCAD. This work would be facilitated by the availability of elevation contours at intervals of 10 feet or less in the same ortho-photo projection as the aerial photographs. The final map depicting the boundaries of the potentially jurisdictional drainages will be prepared, and for planning and engineering purposes, a digital copy of the preliminary JD map will be provided in the same projection as the aerial photographs. Three copies of the final technical report, including mapped potentially jurisdictional areas, area calculations, photographs, and data sheets, will then be produced in a format suitable for submittal to the USACE.

2.1.4 – Environmental Due Diligence Audit

SWCA will complete an Environmental Due Diligence Audit (EDDA) Phase I Environmental Site Assessment (ESA) in compliance with FAA guidance dated June 2002, *Environmental Due Diligence Audits in the Conduct of FAA Real Property Transactions*. This guidance calls for a level of detail and analysis consistent with American Society for Testing and Materials (ASTM) Standard E 1527-05, *Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process* (2005). The objective of the EDDA Phase I ESA will be to assess the presence of recognized environmental conditions (RECs) located in, under, or originating from the site. Please note that Phase II and Phase III activities as described in the FAA guidance are not included as part of this scope of work.

The scope of work for the EDDA will consist of the following four activities:

Records Review. Review of available historical documents including: 1) aerial photographs; 2) chain-of-title documentation (if requested); and 3) Sanborn fire insurance maps, and other land-use documents (if available) to identify past operations or activities which may have caused adverse environmental impacts. If made available by the client, SWCA also will review copies of environmental reports previously prepared for the site, environmental compliance audits, environmental permits, environmental liens or activity-use limitations, or any other available environmental documents relating to the site. Specialized knowledge or experience relating to the property or nearby properties will be reviewed by SWCA if provided by the client.

Additionally, available state and federal regulatory databases will be reviewed to assess whether the site or nearby facilities have been subject to any environmental actions or review. The regulatory database review will, at a minimum, include the databases required to satisfy the ASTM standard. As part of the review process, the site location, hydrogeologic characteristics, geographic setting, and physiography also will be summarized. A 50-year chain-of-title report will not be ordered and reviewed.

A 50-year chain-of-title report is one of the standard historical sources suggested for review in ASTM Standard E1527-05. However, a chain-of-title report review will not be included in the scope of this Phase I ESA unless the client supplies a chain-of-title report, or unless a 50-year chain-of-title report is requested at an additional cost.

Interviews. If a site contact is available, SWCA personnel will interview individuals knowledgeable about the history of the site (typically a past or current owner, operator, manager, or occupant of the site). Reasonable attempts will be made to interview at least one staff member of state and/or local government agencies regarding information indicating RECs in connection with the property.

Site Reconnaissance. SWCA personnel will visit the property for the purpose of visually identifying and photographing areas of RECs and documenting current site conditions. A windshield survey of adjacent and nearby properties will be conducted in association with the site visits. The Phase I ESA will not include activities such as the collection or analysis of soil, air, water, or other samples, nor will it address issues such as radon, asbestos, lead, or radioactivity. The issues of radon, asbestos, and radioactivity will be addressed in the report based solely on site interviews and available public information.

The site reconnaissance will also include an inventory of any hazardous materials or chemicals that are located on the property, accessible, and readily ascertainable. Additional information on chemical and hazardous material storage, usage, and disposal will rely on site interviews.

Report Generation. The findings, conclusions, opinions, and recommendations (if any) of the EDDA Phase I ESA will be summarized and documented in a final bound report. Three final bound reports will be generated. Sections within the report will include: 1) an introduction and description of the scope of work; 2) a description of the site; 3) a summary of the site history including interviews and user provide information; 4) a regulatory database review; 5) a description and findings of the site reconnaissance; 6) opinions, conclusions, and recommendations (if any); and 7) any other relevant issues. Report limitations and references will also be included. Figures at a minimum will include: 1) a regional site location map; and 2) a detailed site plan. Where applicable, report appendices could include: 1) reproductions of up to two representative aerial photographs; 2) a copy of the regulatory database review report; 3) color reproductions of up to 20 site photographs; 4) any applicable site history and prior-use documentation; and 5) copies of relevant environmental reports previously prepared for the site (if supplied by the client).

Task 2.1.5 – Air Quality Inventory

Payson Airport is located in Gila County, Arizona, part of which is in nonattainment for particulate matter (PM10). The nonattainment area is centered on the communities of Haydon and Miami. This will be confirmed through a review existing plans, studies, and available information from the State of Arizona and the Gila County regarding ambient air quality to determine the extent and utility of air quality data that is pertinent to the potential impact area. This will include identification of sensitive receptors, emission inventories, and measured ambient pollutant concentration data. A description of existing air quality within the airport environs will be provided.

Task 2.1.6 – Cumulative Impact Inventory

An inventory of past, present, and reasonably foreseeable future actions will be conducted. This inventory will include projects undertaken by the airport as well as any projects undertaken within the airport environs. Input regarding cumulative impacts will be sought from agencies during Task 1.3, Agency Coordination.

Task 2.2 - Description of Affected Environment

Prepare description of the Affected Environment to succinctly describe the environment of the area(s) to be affected or created by the proposed projects and/or alternatives under consideration. Data and analyses in a

statement shall be commensurate with the importance of the impact, with less important material summarized, consolidated, or referenced. This description of the affected environment will serve as Chapter Three in the draft EA and will include the following information.

- Location map.
- Existing and planned land uses and zoning in the affected airport vicinity, including affected residential areas, public parks, wildlife and waterfowl refuges, wetlands, floodplains, recreation areas, historic facilities, and archeological sites.
- Identification of noise-sensitive land uses, including nearby schools and places of public assembly, hospitals, shopping areas, and adjacent political jurisdictions potentially affected by the proposed development.
- Community characteristics (population, industry, growth, future land use) and assumptions used to justify the project and determine secondary impacts only if these are relevant to the proposal.
- Contemplated future actions of a community-wide nature, including facility installations and procedural actions which have not been included in the Alternatives section and which should be described to show their relationship to the proposal and to show the intentions regarding the proposed project and future development.
- Other planned or developed activities in the affected area (i.e., other transportation projects, housing development, relocation, etc.) which are interrelated to the proposed action and/or which would produce cumulative impacts.

ELEMENT THREE - ENVIRONMENTAL CONSEQUENCES

Task 3.1 – Noise Analysis

The FAA's Area Equivalent Method (AEM) computer model will be used to perform the noise analysis for the EA. Since the proposed and no action alternatives will not result in changes in ground tracks or flight profiles, the use of this model is acceptable.

Utilizing the aviation forecasts prepared during the ongoing airport master plan, prepare a detailed forecast of the aircraft fleet mix and day/night split of activity. The fleet mix forecasts will take into account local and national trends in aircraft mix. The fleet mix forecasts and day/night split of activity will be of sufficient detail to serve as input into the AEM for forecasts of future aircraft noise exposure.

It is assumed that the AEM calculations will result in less than a 17 percent increase in the 65dB contour area, thereby indicating that the proposed action will result in no significant impact over noise sensitive areas.

Task 3.2 - Compatible Land Use

The compatibility of existing and planned land uses is typically associated with the extent of noise impacts. Using the noise analysis undertaken during Task 3.1, areas of potential noise impact will be verified. This will include a discussion of numbers of people, schools, places of worship, hospitals, etc. that would be impacted by the proposed and no action alternatives. The compatible land use guidelines contained in Appendix A of 14 CFR Part 150 Airport Noise Compatibility will be referenced. In accordance with FAA Order 1050.1E, the threshold of significance is recognized as a 1.5 DNL or greater increase in noise over any noise-sensitive use located within the 65 DNL contour. As stated previously, it is assumed this threshold will not be exceeded.

The land use analysis will also address the consistency of the alternatives with the comprehensive development plans adopted for the area and other plans used in the development of the area transportation plan. This section of the EA will provide documentation to support the required sponsor's land use compatibility assurance under Section 511(a)(5) of the 1982 Airport Act.

Task 3.3 - Social and Secondary (Induced) Impacts

Consider social which might be caused by the alternatives. Specific consideration will be given to impacts to travel patterns and accessibility (e.g., vehicular, commuter, bicycle, pedestrian) directly related to the development alternatives. This will include effects on roadway capacity, as well as effects on highway, traffic, and general public safety.

Impacts on businesses, school districts, recreation areas, places of worship, police and fire protection, and other public services are not anticipated. Consideration will also be given to the environmental justice of the proposed impacts in accordance with Executive Order 12989 - Federal Action to Address Environmental Justice in Minority Populations and Low Income Populations. Populations impacted by relocation, noise, or other significant disruption will be examined to ensure that minority and low-income populations do not receive disproportionately high human health or environmental impacts.

Task 3.4 - Water Quality

Surface water flow patterns will be evaluated with the use of readily available resources including the Airport's Storm Water Pollution Prevention Plan (SWPPP). Increases in storm water runoff and associated impacts will be assessed for each alternative. Short-term surface water quality impacts in the form of siltation sedimentation may occur during construction of improvements. In addition, improperly staged construction materials and equipment may result in accidental releases of hazardous materials to surface waters. Fertilizers and pesticides applied to newly seeded areas can also be carried by runoff to adjacent surface water bodies, thereby degrading water quality.

Characterize any increase in water supply and sewer service demand anticipated as a result of the proposed land acquisition and potential future development of the parcels. Coordinate with the City regarding the adequacy of local water sources and sewage treatment facilities to meet any increase in demand.

Task 3.5 - Historical, Architectural, Archeological, and Cultural Resources

Utilize the cultural resources inventory performed under Task 2.1.2 to assist FAA in determining potential impacts the alternatives would have on historical, archaeological, architectural, or cultural resources. Assist FAA, as necessary, with coordination with the SHPO to confirm the extent of impacts, if any. Coffman Associates will continue to coordinate with the FAA, the State Historic Preservation Office, and appropriate Native American tribes as requested. Should it be determined that an eligible or listed property is contained within the proposed acquisition areas, the ACHP's Protection of Historic Properties will be consulted and followed. If it is determined that a mitigation plan is needed it will be undertaken through Element Seven.

Task 3.6 - Fish, Wildlife, and Plants

Biotic Communities. Continue coordination with appropriate agencies as identified in Tasks 1.3 and 2.1.1. Specific consultation will occur with the FWS and the Arizona Department of Fish and Game as required under the *Fish and Wildlife Coordination Act*. Utilizing data obtained as a result of Task 2.1.1, discuss potential direct and indirect impacts (including any hazardous wildlife attractants in accordance with FAA

Advisory Circular 150/5200-35) to the local habitat, flora, and fauna resulting from the implementation of each alternative under consideration and include a description within the document. Impacts will be evaluated using thresholds cited in FAA Order 1050.1E. Any mitigation that is required to reduce or eliminate significant impacts to wildlife resources will be considered as part of the project's overall mitigation plan.

Endangered and Threatened Species. Continue coordination with appropriate agencies as identified in Task 1.3. Specific consultation will occur with the FWS and the State of Arizona to determine whether any of the alternatives will jeopardize the continued existence of any endangered or threatened species, or result in the destruction or adverse modification of habitat of such species, as required under Section 7 of the *Endangered Species Act*.

Should it be determined that species specific surveys or mitigation plans need to be developed and undertaken, measures within Element Seven will be need to be authorized.

Task 3.7 – Wetlands and Waters of the U.S.

Through the field surveys undertaken during Task 2.1.3.1 determine if the proposed action alternative will result in impacts to wetlands or other Waters of the U.S. If a significant nexus evaluation is needed it will be undertaken through Element Seven.

Task 3.8 – Section 4(f) Properties

The U.S. Forest Service owns and manages land to the north and east of the airport. Coordination will be undertaken with this agency regarding the potential for impacts under Section 4(f). It is assumed that the coordination will result in no impacts to Section 4(f) properties.

Task 3.9 - Other Resource Categories

Farmland, Floodplains, Air Quality, Coastal Zone Management Program, Coastal Barriers, and Wild and Scenic Rivers. These resources are either not located within the airport environs or will not be impacted by the proposed land acquisition and connected development projects. This will be confirmed and documented. Should additional studies be warranted they will be undertaken through Element Seven.

Task 3.10 - Operational Resources

Energy Supply and Natural Resources. Analyze changes in energy demand anticipated for stationary and non-stationary uses associated with the proposed project. Address the commitment of natural resources, including local availability.

Light Emissions and Visual Impacts. The potential visual impacts which could result from implementation of the Proposed Action alternative will be assessed and addressed within the EA.

Solid Waste. Regarding the connected action (airport development), consult with local officials regarding solid waste service for the proposed project and the existence or plans for solid waste disposal sites in the vicinity of the airport. If landfills or transfer stations are located in the vicinity of the airfield, the possibility of aircraft/bird strikes will be addressed in the document. Consider the impact of solid waste increases generated by the proposed alternatives. It is not anticipated there will be any significant hazardous waste impacts, therefore detailed analyses of hazardous waste impacts are not budgeted.

Construction Impacts. Determine potential construction impacts anticipated with the implementation of the project's connected actions, especially related to noise and vibration, air quality, water quality, biotic communities and traffic congestion. Develop mitigation measures and construction controls to minimize or eliminate these impacts. Indicate any local ordinances or permits that will be required for construction.

Other Considerations. As required by FAA *Order 1050.1E*, to the extent not covered in the specific impact categories discussed above, the EA shall include discussion of the possible conflicts between the proposed action and the objectives of federal, regional, state, and local land use plans, policies, and controls for the area in question; any inconsistency of the proposed action with any approved state or local plan and laws; means to mitigate adverse environmental impacts; and the project's degree of controversy on environmental grounds. In addition, the EA will also identify whether the project will result in the use of land that may contain hazardous substances or may be contaminated, or whether the project will result in impacts to minority and/or low-income populations.

Task 3.11 - Cumulative Impacts

Consider the consistency of the reasonable alternatives with appropriate regional or local plans. Consider the overall cumulative impact of the proposed action and the consequences of subsequent related actions. These include potential incremental, secondary, and natural environmental impacts of the action when added to other past, present, and reasonably foreseeable future actions that could be considered as related to the improvements.

ELEMENT FOUR - DOCUMENTATION

Task 4.1 - Preliminary Draft EA

A Preliminary Draft EA will be prepared in accordance with FAA Orders 5050.4B and 1050.1E. The Preliminary Draft EA will evaluate feasible alternatives including the No Action alternative. The Preliminary Draft EA, which is designed for internal review only will be submitted to the Sponsor, the FAA, and ADOT Aeronautics for review and approval. Seven (7) copies of the Preliminary Draft EA will be prepared.

Task 4.2 – Revised Preliminary Draft EA

Following review, comments made by the Sponsor, ADOT, and FAA as a result of Task 4.1 will be incorporated into the environmental document. Electronic copies of the chapters containing the revisions will be forwarded to the Sponsor, FAA, and ADOT Aeronautics for concurrence prior to undertaking Task 4.3.

Task 4.3 - Draft EA

Following review, comments made by the Sponsor, FAA, and ADOT Aeronautics as a result of Task 4.2 will be incorporated into the environmental document. With concurrence, twenty (20) printed copies of the Draft EA will be prepared. Ten (10) CD-ROMs containing the Draft EA will also be prepared.

Task 4.4 - Final EA

The Final EA will include a chapter containing an affidavit of publication of the notice of availability (Task 5.1) and copies of all correspondence received during the public comment period. The Final EA will

contain a transcript of comments received at the hearing. Finally, the document will include a summary of all comments and responses to those comments as outlined in Task 5.2. After acceptance by the FAA, fifteen (15) printed copies of the Final EA will be prepared. Ten (10) CD-ROMs containing the Final EA will also be prepared to allow the study to be placed on the sponsor's website.

ELEMENT 5.0 – PUBLIC REVIEW AND COMMENT

Task 5.1 –Notice of Availability

A notice of availability (NOA) will be prepared in accordance with the requirements of FAA Orders 1050.1E and 5050.4B and submitted to the Sponsor for publishing in an area wide or local newspaper of general circulation. The NOA will notify the public of the availability of the document and will allow for a 30 day public comment period. Additionally, letters will be sent to the various resource agencies consulted with during Task 1.2 to allow them an opportunity to comment on the Draft EA.

Task 5.2 - Response to Comments

Responses will be prepared to address all comments submitted in writing during the official comment period. Responses will be submitted to the Sponsor for review prior to inclusion into the Final EA.

Task 5.3 – Public Information Workshop

A public information workshop will be conducted to allow input from individuals, organizations, and agencies on the Draft EA. Sign-in sheets and written comment forms will be provided. The workshop will be structured in an open house format to provide the public with the opportunity to discuss the project with members on a one-on-one basis. The Sponsor will be responsible for providing the workshop location. Up to three (3) members of the Coffman Associates team will attend the public workshop.

ELEMENT 6 – PROJECT COORDINATION

Task 6.1 – Project Coordination, Presentations, and Meetings

A significant portion of the environmental process involves coordination between the consultant, sub-consultants, the Sponsor, ADOT, FAA, and environmental review agencies. Therefore, adequate time and budget must be provided to ensure that the necessary coordination can be carried out. In addition to anticipated teleconferences, six (6) in-person, project review meetings have been budgeted which will be attended by two (2) Coffman Associates team members. These meetings could be held in Payson, FAA, or ADOT offices.

ELEMENT 7 – OTHER STUDIES, COORDINATION, OR PLANNING SUPPORT

The EA process is often very dynamic and at times results in the need to perform coordination, studies, or analysis not included within Elements 1 through 6 of this scope of work. The purpose of this element is reserve project funds to undertake needed tasks that cannot be identified at this point in time.

Studies, analysis, or additional coordination which may need to be undertaken could include the following:

- Formulation of additional project alternatives
- Obtain additional information to support project justification
- Species specific field surveys
- Development of mitigation measures to reduce or eliminate potential impacts to protected species
- Significant Nexus Evaluations for wetlands or Waters of the U.S.
- Phase II Cultural or Archaeological field surveys
- Development of mitigation measures for potential impacts to cultural or archaeological resources
- Permits from local or resource agencies
- Additional coordination meetings over those described within Task 6.1.
- Additional coordination with resource agencies.

Should additional analysis, study, or coordination be needed detailed addendums to this scope and associated costs will be prepared. Specific authorization will be sought from the project sponsor prior to undertaking such tasks.

EXHIBIT B

Payson Airport
 Environmental Assessment
 Cost Summary
 May 9, 2008

	Coffman Associates Days					TASK/ ELEMENT TOTAL
	Principal \$1,720	Professional \$1,136	Technical \$792	TOTAL LABOR	Expenses	
Element One - PROJECT DEFINITION						
Task 1.1 Study Design	1	4	2	\$7,848	\$0	\$7,848
Task 1.2 Project Inventory and Kick Off Meeting	1	4	1	\$7,056	\$1,500	\$8,556
Task 1.3 Agency Coordination	0	2	2	\$3,856	\$250	\$4,106
Task 1.4 Preparation of Purpose and Need	1	3	2	\$6,712	\$0	\$6,712
Task 1.5 Alternatives	0	2	2	\$3,856	\$0	\$3,856
TOTAL	3	15	9	\$29,328	\$1,750	\$31,078
Element Two - AFFECTED ENVIRONMENT						
Task 2.1 Review Information Regarding Existing Env.	1	2	1	\$4,784	\$300	\$5,084
Task 2.1.1 Biologic Resource/Projected Species Inventory	0	1	1	\$1,928	\$4,000	\$5,928
Task 2.1.2 Cultural, Historical, and Arch. Inventory	0	1	0	\$1,136	\$3,500	\$4,636
Task 2.1.3 Water Quality Inventory	0	2	1	\$3,064	\$0	\$3,064
Task 2.1.3.1 Jurisdictional Waters Inventory	0	1	0	\$1,136	\$3,500	\$4,636
Task 2.1.4 Environmental Due Diligence Audit	0	1	1	\$1,928	\$5,250	\$7,178
Task 2.1.5 Air Quality Inventory	0	1	1	\$1,928	\$0	\$1,928
Task 2.1.6 Cumulative Impact Inventory	0	2	2	\$3,856	\$0	\$3,856
Task 2.2 Description of Existing Environment	1	3	1	\$5,920	\$0	\$5,920
TOTAL	2	14	8	\$25,680	\$16,550	\$42,230
Element Three - AFFECTED ENVIRONMENT						
Task 3.1 Noise Analysis	1	3	2	\$6,712	\$0	\$6,712
Task 3.2 Compatible Land Use	0	2	2	\$3,856	\$0	\$3,856
Task 3.3 Secondary (Induced) Impacts	0	2	1	\$3,064	\$0	\$3,064
Task 3.4 Water Quality	0	2	0	\$2,272	\$0	\$2,272
Task 3.5 Historical, Architectural, Archaeological, & Cultural	0	3	2	\$4,992	\$75	\$5,067
Task 3.6 Fish, Wildlife, and Plants	0	3	2	\$4,992	\$75	\$5,067
Task 3.7 Wetlands and Waters of the U.S.	0	2	1	\$3,064	\$0	\$3,064
Task 3.8 Section 4(f) Properties	0	2	2	\$3,856	\$0	\$3,856
Task 3.9 Other Resource Categories	0	2	1	\$3,064	\$0	\$3,064
Task 3.10 Operational Resources	0	1	1	\$1,928	\$0	\$1,928
Task 3.11 Cumulative Impacts	1	3	1	\$5,920	\$0	\$5,920
TOTAL	2	25	15	\$43,720	\$150	\$43,870
Element Four - DOCUMENTATION						
Task 4.1 Preliminary Draft EA	1	3	2	\$6,712	\$1,050	\$7,762
Task 5.2 Revised Preliminary Draft EA	0	2	1	\$3,064	\$0	\$3,064
Task 5.3 Draft EA	1	2	3	\$6,368	\$3,000	\$9,368
Task 5.4 Final EA	1	3	3	\$7,504	\$2,250	\$9,754
TOTAL	3	10	9	\$23,648	\$6,300	\$29,948
Element Five - PUBLIC REVIEW AND COMMENT						
Task 5.1 Notice of Availability	0	1	0	\$1,136	\$0	\$1,136
Task 5.2 Response to Comments	1	1	1	\$3,648	\$0	\$3,648
Task 5.3 Public Information Workshop	2	4	2	\$9,568	\$2,500	\$12,068
TOTAL	3	6	3	\$14,352	\$2,500	\$16,852
Element Six - PROJECT COORDINATION						
Task 6.1 Project Coordination, Presentations, and Meetings	12	14	2	\$38,128	\$8,894	\$47,022
Element Seven - OTHER STUDIES, COORDINATION, OR PLANNING SUPPORT						
Task 7.1 Other Studies, Coordination, or Planning Support	-	-	-	-	\$100,000	\$100,000
PROJECT GRAND TOTAL	25	84	46	\$174,856	\$136,144	\$311,000

