

TO: JAMES L. APP, CITY MANAGER
FROM: BOB LATA, COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: LOCAL HAZARD MITIGATION PLAN: APPROPRIATION
DATE: JUNE 1, 2004

Needs: For the City Council to appropriate funds for the preparation of a Local Hazard Mitigation Plan (LHMP).

Facts:

1. At its meeting of May 18, 2004, the City Council adopted a resolution authorizing the City Manager to negotiate a contract and sign a consultant services agreement with URS Corporation for the preparation of an LHMP.
2. URS Corp. has proposed to prepare an LHMP for the City for a price of \$64,911.
3. The City has applied to FEMA for a Hazard Mitigation Grant in the amount of \$82,500 for the costs of preparing an LHMP. Federal regulations provide that the City must provide a 25% match for any Hazard Mitigation Grant. The match may include in-kind services such as staff time and overhead.
4. The City will not learn whether or not its application for a Hazard Mitigation Grant has been approved until July 2004 at the earliest.
5. Federal regulations require that the LHMP be adopted and approved by FEMA by November 1, 1004 if the City is to retain eligibility to apply for Hazard Mitigation Grants in the event of future disasters.

Analysis and Conclusion: In order to execute a consultant services agreement with URS, the City needs to appropriate sufficient funds to cover the costs of the contract. It is suggested that General Fund Reserves be used for this purpose. If the City receives a Hazard Mitigation Grant, the reserve fund may be reimbursed.

Policy Reference: Federal regulations governing FEMA assistance.

Fiscal Impact: If the City is successful in obtaining a Hazard Mitigation Grant from FEMA, the City must provide a 25% match, which may include in-kind staff time and overhead expenses. If the City is not successful in obtaining a Hazard Mitigation Grant from FEMA, the full cost of preparing an LHMP, which would include the consultant's fee as well as staff time and overhead expenses, would be borne by General Fund reserves.

Options:

- a. Adopt Resolution No. 04-xx appropriating \$65,000 from General Fund Reserves to Account # 100-710-5224-209.
- b. Amend, modify or reject the foregoing option.

Attachment: Resolution No. 04-xx

RESOLUTION NO. 04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
APPROPRIATING GENERAL FUND RESERVES FOR THE PREPARATION
OF A LOCAL HAZARD MITIGATION PLAN

WHEREAS, at its meeting of May 18, 2004, the City Council of the City of El Paso de Robles (City) adopted Resolution 04-120, which authorized the City Manager to negotiate a contract and sign a consultant services agreement with URS Corporation for the preparation of a Local Hazard Mitigation Plan (LHMP); and

WHEREAS, URS Corp. has submitted a proposed to prepare an LHMP for the City for a price of \$64,911.

NOW, THEREFORE, BE IT RESOLVED, by City Council of the City of El Paso de Robles to approve a one time budget appropriation from General Fund Reserves in the amount of \$65,000 to Account No. 100-710-5224-209 for Fiscal Year 2004.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 1st day of June 2004 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Frank R. Mecham, Mayor

ATTEST:

Sharilyn M. Ryan, Deputy City Clerk