

# **City of Carson City Agenda Report**

Date Submitted: 5/6/14

**Agenda Date Requested:** 5/15/14

**Time Requested:** Consent

**To:** Mayor and Supervisors  
**From:** Fire Department

**Subject Title:** For Possible Action: To authorize Carson City to submit a grant application in the amount of \$141,353 to the U.S. Department of Homeland Security –Federal Emergency Management Agency’s Pre-Disaster Mitigation Grant program. *(Stacey Giomi)*

**Staff Summary:** This grant request will be used to update the Carson City Multi-Hazard Mitigation Plan. This plan is required by the federal Disaster Mitigation Act of 2000. In order for a community to be eligible for pre, post, and active disaster funds through FEMA this plan must be updated every 5 years. The grant will require a 25% match (\$35,338.25) by the City.

**Type of Action Requested:** (check one)  Resolution  Formal Action/Motion  Ordinance  Other (Specify) \_\_\_\_\_

Does This Action Require A Business Impact Statement:  Yes  No

**Recommended Board Action:** I move to authorize Carson City to submit a grant application in the amount of \$141,353 to the U.S. Department of Homeland Security –Federal Emergency Management Agency’s Pre-Disaster Mitigation Grant program.

**Explanation for Recommended Board Action:** The Carson City Hazard Mitigation Plan was first adopted in 2005 and updated in 2011. This grant application will be utilized to hire a contractor to update the current plan before it reaches its expiration date in 2016. The funds are scheduled to be awarded in December of 2014 with an 18 to 22 month performance period.

**Applicable Statute, Code, Policy, Rule or Regulation:** Disaster Mitigation Act of 2000.

**Fiscal Impact: \$35,338.25**

**Explanation of Impact:** The grant requires 25% match by the City. A portion of the funds can be in the form of in-kind services (soft match). It would be difficult to obtain the full match amount through in-kind services so some hard dollar funding will be required.

**Funding Source:** Since this was not budgeted, the hard dollar grant match will have to come from contingency or fund balance.

**Alternatives:** The alternative, choosing not to update the plan, would restrict any future disaster funding Carson City could receive.

**Supporting Material:** Grant application, including a proposal from the Nevada Bureau of Mines and Geology to complete the earthquake section of the plan using their research staff.

**Prepared By:** R. Stacey Giomi, Fire Chief

**Reviewed By:** Robert S Giomi  
(Fire Chief)  
Marina Gwinn  
(City Manager)  
James A. Hause  
(District Attorney)  
Mark A. Smith  
(Finance Director)

Date: 5-6-14

Date: 5/6/14

Date: 5/6/14

Date: 5/6/14

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay \_\_\_\_\_  
2) \_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

# Subgrant Planning Application

**Application Title:** Carson City HMP Update

**Subgrant Applicant:** Carson City Fire Department

**Application Number:**

**Application Year:** 2014

**Grant Type:** Planning Application

**Address:** 777 S. Stewart St., Carson City, NV 89701-0000

Contact

Authorized Subgrant Agent

Title	Mrs.
First Name	Stacey
Middle Initial	
Last Name	Belt
Title	Deputy Emergency Manager
Agency/Organization	Carson City Fire Department
Address 1	777 S. Stewart St.
Address 2	
City	Carson City
State	NV
ZIP	89701
Phone	775-283-7218 Ext.
Fax	775-887-2209
Email	<a href="mailto:sbelt@carson.org">sbelt@carson.org</a>

Point of Contact

Title	Mr.
First Name	Stacey
Middle Initial	
Last Name	Giomi
Title	Fire Chief/Emergency Management Director
Agency/Organization	Carson City Fire Department
Address 1	777 S. Stewart St.
Address 2	
City	Carson City
State	NV
ZIP	89701
Phone	775-283-7150 Ext.
Fax	775-887-2209
Email	<a href="mailto:sgiomi@carson.org">sgiomi@carson.org</a>

### Community Information

Please provide the name of each community that will benefit from this mitigation activity by clicking on the Find Community button. You shall modify Congressional District for each community by directly editing the textbox (es) provided. You should also notify your state NFIP coordinator so that it can be updated in the Community Information System database. When you are finished, click the *Save and Continue* button below.

State	County Code	Community Name	CID Number	CRS Community	CRS Rating	State Legislative District	US Congressional District
NV	320001_QBM0Z0HWQ	<u>CARSON CITY, CITY OF</u>	320001	Y	6	320001	1

#### Comments

The Washoe Tribe has two colonies within the political jurisdiction of Carson City. The tribal government maintains their own hazard mitigation plan, but we will involve the tribal government with the development of our plan update and ensure that they receive any information necessary to utilize when updating their plan.

#### Attachments

[Carson City Location Map.pdf](#)

<u>State</u>	NV	
<u>Community Name</u>	CARSON CITY, CITY OF	
<u>County Name</u>	NEVADA	
<u>County Code</u>	CARSON CITY	
<u>City Code</u>	320001	
<u>FIPS Code</u>	510	<a href="#">Help</a>
<u>CID Number</u>	320001	<a href="#">Help</a>
<u>CRS Community</u>	Y	
<u>CRS Rating</u>	6	
<u>State Legislative District</u>	320001	
<u>US Congressional District</u>	1	
<u>FIRM or FHBM available?</u>	Yes	
<u>Community Status</u>	PARTICIPATING	<a href="#">Help</a>
Community participates in <u>NFIP</u> ?	Yes	
Date entered in NFIP	08-06-1975	
Date of most recent <u>Community Assistance Visit (CAV)</u> ?	07-21-2011	<a href="#">Help</a>

### Mitigation Plan

Is the entity that will benefit from the proposed activity covered by a current FEMA-approved multi-hazard mitigation plan in compliance with 44 CFR Part 201? Yes

If Yes, please answer the following:

What is the name of the plan?	Carson City Hazard Mitigation Plan
What is the type of plan?	Local Multihazard Mitigation Plan
When was the current multihazard mitigation plan approved by FEMA?	04-06-2011
Describe how the proposed activity relates to or is consistent with the FEMA-approved mitigation plan.	The planning activity is fully in concert with the current FEMA approved mitigation plan in that it is the required 5-year update. Our sustainment plan calls for a complete revisit of the entire plan every 5 years. The plan will allow the jurisdiction to remain in compliance with FEMA directives while sustaining and improving local mitigation actions. This process will validate on-going activities, examine and confirm successful mitigation projects, determine what actions will encourage the completion of the remaining projects, and focus our community on newly identified mitigation planning gaps.

If No or Not Known, please answer the following:

Does the entity have any other mitigation plans adopted? No

If Yes, please provide the following information.

Plan Name	Plan Type	Date Adopted	Attachment
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Please identify all previous FEMA planning grants received:

Type of Grant	Performance Period		Deliverable Activity	Amount
	Beginning Date	Ending Date		
			Total	\$0.00

Does the State/Tribe in which the entity is located have a current FEMA-approved mitigation plan in compliance with 44 CFR Part 201? Yes

If Yes, please answer the following:

What is the name of the plan?	State of Nevada Enhanced 2010 Multi-Hazard Mitigation Plan
What is the type of plan?	Enhanced State Multi-hazard Mitigation Plan
When was the current multihazard mitigation plan approved by FEMA?	10-07-2010
Describe how the proposed activity relates to or is consistent with the State/Tribe's FEMA-approved mitigation plan.	The proposed activity supports both State and Tribal FEMA approved plans by ensuring compliance with FEMA directives and updating the local government plan. This plan is designed to include our tribal partners and encourage a region-wide approach to mitigating hazards. The local plan complements and supports the tribal plan and the State's mitigation planning efforts as well.

If you would like to make any comments, please enter them below.

Carson City's plan will consider elements of the Wahose Tribe's plan, as well as continuing our involvement in the State's mitigation planning efforts, so that the plans work in harmony to achieve mitigation results and education. The current plan (10-07-2010) is being reviewed annually by the Hazard Mitigation Planning team. This review process includes a line by line review of each item in the Action Plan Matrix. By reviewing each

action item with subject matter experts the planning team is laying the foundation for continual improvement of the overall hazard mitigation plan while evaluating our effectiveness at completing key action items. The update that would be funded by this grant application will incorporate the information developed during the previous year's annual meetings.

To attach documents, click the *Attachments* button below.

Scope of Work (Page 1 of 2)

Title of your proposed activity (should include the type of activity and location):

Carson City HMP Update

Proposed types of Mitigation Activity(ies):

Activity Code	Activity Name
91.1	Local Multihazard Mitigation Plan

If Other or Miscellaneous selected above, please specify:

Describe the geographic area(s) to be covered by the planning activity:

The mitigation plan will cover the Carson City/Carson County political jurisdiction. Carson City is a consolidated city/county and is the Capital for the State of Nevada.

Source(s) of hazards specific to the geographic area to be addressed by the planning activity:

Earthquake, Flood, Hurricane, Nuclear, Severe Storm(s), Terrorist, Tropical Cyclones, Volcano, Chemical, Crop Losses, Drought, Fishing Losses, Human Cause, Mud/Landslide, Severe Ice Storm, Special Events, Toxic Substances, Typhoon, Biological, Coastal Storm, Fire, Freezing, Land Subsidence, Other (Specify in Comments), Snow, Tornado, Tsunami, Windstorms, Civil Unrest, Dam/Levee Break

Scope of Work (Page 2 of 2)

Option that describes the intent of this planning application:

Update

If a plan update, describe the evaluation process of the existing plan for its strengths, weaknesses and utility:

The evaluation process for our current plan was built into the plan itself. Carson City holds an annual meeting of the Hazard Mitigation Planning Team. This is a public meeting, properly noticed and held in accordance with the State's Open Meeting Law. The planning team reviews each of the components of the existing Mitigation Plan to determine if the component has been effective and to document what activities have occurred relative to that individual component. Challenges and successes are noted so that those may be incorporated into the plan update.

Describe the process for implementing this planning activity, including the following plan development requirements: 1) participation of agencies, stakeholders and the public; 2) hazard identification and risk/vulnerability assessment; 3) mitigation strategy; 4) plan adoption; and 5) plan maintenance:

The Carson City Hazard Mitigation Planning Team holds annual meetings to measure the success of the existing plan. The planning team is made up of members from multiple disciplines within Carson City and includes representatives from Federal, State, and Tribal government entities who have been participating with Carson City on monitoring of the existing plan. These same groups will continue the planning process during the plan update phase. The update will include a risk analysis and assessment using newer data and including more GIS data and mapping. For all hazards, local mitigation strategies will be updated and more detailed information will be included in the new plan based upon the input received during the annual meetings help to evaluate the existing plan. The planning team will create hazard subcommittees for each of the identified hazards. These groups will perform a detailed review of the pertinent information and will provide updated information and suggest changes to the planning team as a whole. The sub-committees will be made up of subject matter experts who will provide hazard information, as well as mitigation strategies for their given hazard. During the contract period, the vendor will document and address all comments made from the planning team and the subcommittees. The vendor will assemble each section after it is reviewed by the entire planning team and assemble the whole document for final draft review. Public input is critical to this process. Carson City plans to continue our past practice of distributing and collecting a hazard mitigation questionnaire through our month utility bill. This process has yielded a 25-30% return in the past. The survey will be in addition to a community

education meeting. The adoption of the plan will take place after final draft review and a presentation to our governing body. The governing body will review the document in a public meeting and provide comments and input before submitted to FEMA for approval. Once FEMA approves the plan, the governing body will formally adopt the plan. The plan will be maintained in the same manner as our current plan. The planning team will remain in place and will conduct an annual review of the mitigation actions, strategies, and gaps and will documents successes and challenges encountered.

What are the primary sources of information and data and how it will be incorporated into existing planning mechanisms?

Data sources are varied and will include information from the NOAA, the Nevada Bureau of Mines and Geology, the University of Nevada Reno, and the Desert Research Institute. Fire history will be obtained from Federal, State, and Local firefighting agencies. Hazardous materials information will come from our own records and the Nevada State Fire Marshal's hazardous materials database. Flood information will come from the Carson City Flood Plain Manager and his staff along with data gathered from NOAA and the federal/state Water Master.

Data on health related hazards will be compiled from the State of Nevada Health and Human Services, Carson City Health and Human Services, and the Centers for Disease Control. Local law enforcement, as well as the State of Nevada Fusion Centers will be relied upon to provide current assessment of threats related to terrorism, civil unrest and related hazards. Other sources include; national, regional, and local subject matter experts. Local news sources, historical society, and the library and archives. The data will be integrated through stakeholder planning meetings, vetted, and then incorporated into the plan. The existing plan will also be referenced as a way to obtain additional information.

What staff and resources will be used to implement this planning activity?

The funds allocated will be used to hire a vendor/contractor to work under the direction of the Carson City Office of Emergency Management (OEM). The OEM will provide direction to the vendor, who will coordinate meetings and provide deadlines for planning team members and sub-committee members to work on their assigned projects. Carson City will coordinate with GIS resources, and will contract with the University of Nevada Reno to provide a comprehensive earthquake analysis to be included in the plan.

If you would like to make any comments, please enter them below:

The University of Nevada Reno will conduct a comprehensive earthquake analysis for Carson City. The proposal is attached.

Attachments:

[Developing the Earthquake Section Carson City Hazard Mitigation Plan.docx](#)

**Schedule**

Description Of Task	Starting Point	Unit Of Time	Duration	Unit Of Time	Work Complete By
Receive award, governing body approval of award, execute contract with vendor	1	MONTHS	4	MONTHS	Carson City Office of Emergency Management (OEM)
Appoint work group; vendor to lead group/project	5	MONTHS	2	MONTHS	Vendor, OEM, Planning Team
Risk Assessment, asset identification and loss estimate	7	MONTHS	8	MONTHS	Vendor, OEM, Planning Team, sub-committees
Complete Draft Plan Update	15	MONTHS	4	MONTHS	Vendor, OEM, Planning Team, sub-committees
Review/Revise draft plan update	19	MONTHS	4	MONTHS	Vendor, OEM, Planning Team
Citizen Input and information	23	MONTHS	6	MONTHS	Vendor, OEM
Plan to FEMA for approval	29	MONTHS	4	MONTHS	OEM, Nevada Division of Emergency Management
Plan Adoption by Governing Body	33	MONTHS	3	MONTHS	OEM
Estimate the total duration of the proposed activity:			36	MONTHS	

**WARNING:** The development or update of mitigation plans cannot exceed a Federal Share amount of \$50,000 (State) or \$25,000 (community)

91.1 - Local Multihazard Mitigation Plan

Federal Share: \$ 106,014.75

Item Name	Subgrant Budget Class	Unit Quantity	Unit of Measure	Unit Cost (\$)	Cost Estimate (\$)
Planning Team	Contractual	1.00	Each	\$ 20,000.00	\$ 20,000.00
Stakeholder engagement and outreach	Contractual	1.00	Each	\$ 5,000.00	\$ 5,000.00
Project Management	Contractual	1.00	Each	\$ 38,000.00	\$ 38,000.00
Earthquake Analysis	Contractual	1.00	Each	\$ 42,353.00	\$ 42,353.00
Plan Development	Contractual	1.00	Each	\$ 36,000.00	\$ 36,000.00
				Total Cost	\$ 141,353.00

**Total Plan Cost Estimate: \$ 141,353.00**

Cost Share

Activity Cost Estimate	\$ 141,353.00
Federal Share Percentage	75%
Non-Federal Share Percentage	25%
	Dollars      Percentage
Proposed Federal Share	\$ 106,014.75
Proposed Non-Federal Share	\$ 35,338.25

Non-Federal Funds

Source Agency	Name of Source Agency	Funding Type	Amount (\$)	Action
Local Agency Funding	Carson City General Fund	Administration	\$ 35,338.25	<a href="#">View Details</a>
		<b>Grand Total</b>	<b>\$ 35,338.25</b>	

If you would like to make any comments, please enter them below.

Attachments

Funding Source	Local Agency Funding
Name of Funding Source	Carson City General Fund
Funding Type	Administration
Amount	\$ 35,338.25
Date of availability	10-01-2014
Funds commitment letter date	10-01-2014
Attachment (funds commitment letter)	

### Evaluation

By checking the *Not Applicable* box and not providing the information in this section, I understand that this application may not be selected for the Pre-Disaster Mitigation - Competitive Grant Program (PDMC) nor Legislative Pre-Disaster Mitigation Program (LPDM).

Complete

Not applicable

## Assurances and Certifications

Please click the link in the status column to view forms.

Forms	Status
Part I: FEMA Form 20-16A, Assurances <b>Non-Construction</b> Programs.	<a href="#"><u>Complete</u></a>
Part II: FEMA Form 20-16C, Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibilities Matters; and Drug-Free Workplace Requirements.	<a href="#"><u>Complete</u></a>
Part III: SF-LLL, Disclosure of Lobbying Activities ( <small>Complete only if applying for a grant of more than \$100,000 and have lobbying activities using Non-Federal funds. See Form 20-16C for lobbying activities definition.</small> )	Not Applicable

		Comments and Attachments	
Name of Section	Comment	Attachment	
Application Level	<p>Carson City has a current Hazard Mitigation Plan, but that plan does not appear when searching the included database. I've attached a copy of the approved plan (page two contains the FEMA approval letter).</p> <p>The Washoe Tribe has two colonies within the political jurisdiction of Carson City. The tribal government maintains their own hazard mitigation plan, but we will involve the tribal government with the development of our plan update and ensure that they receive any information necessary to utilize when updating their plan.</p>	<a href="#">Carson City HMP FMEA Approved Version April 2011.pdf</a>	0
Community	<p>Carson City's plan will consider elements of the Wahose Tribe's plan, as well as continuing our</p>	<a href="#">Carson City Location Map.pdf</a>	0

involvement in the State's mitigation planning efforts, so that the plans work in harmony to achieve mitigation results and education. The current plan (10-07-2010) is being reviewed annually by the Hazard Mitigation Planning team. This review process includes a line by line review of each item in the Action Plan Matrix. By reviewing each action item with subject matter experts the planning team is laying the foundation for continual improvement of the overall hazard mitigation plan while evaluating our effectiveness at completing key action items. The update that would be funded by this grant application will incorporate the information developed during the previous year's annual meetings.

The University of Nevada Reno will conduct a comprehensive earthquake

analysis for  
Carson City.  
The proposal  
is attached.

# Developing the Earthquake Section of the Carson City Hazard Mitigation Plan

By Dr. Craig M. dePolo

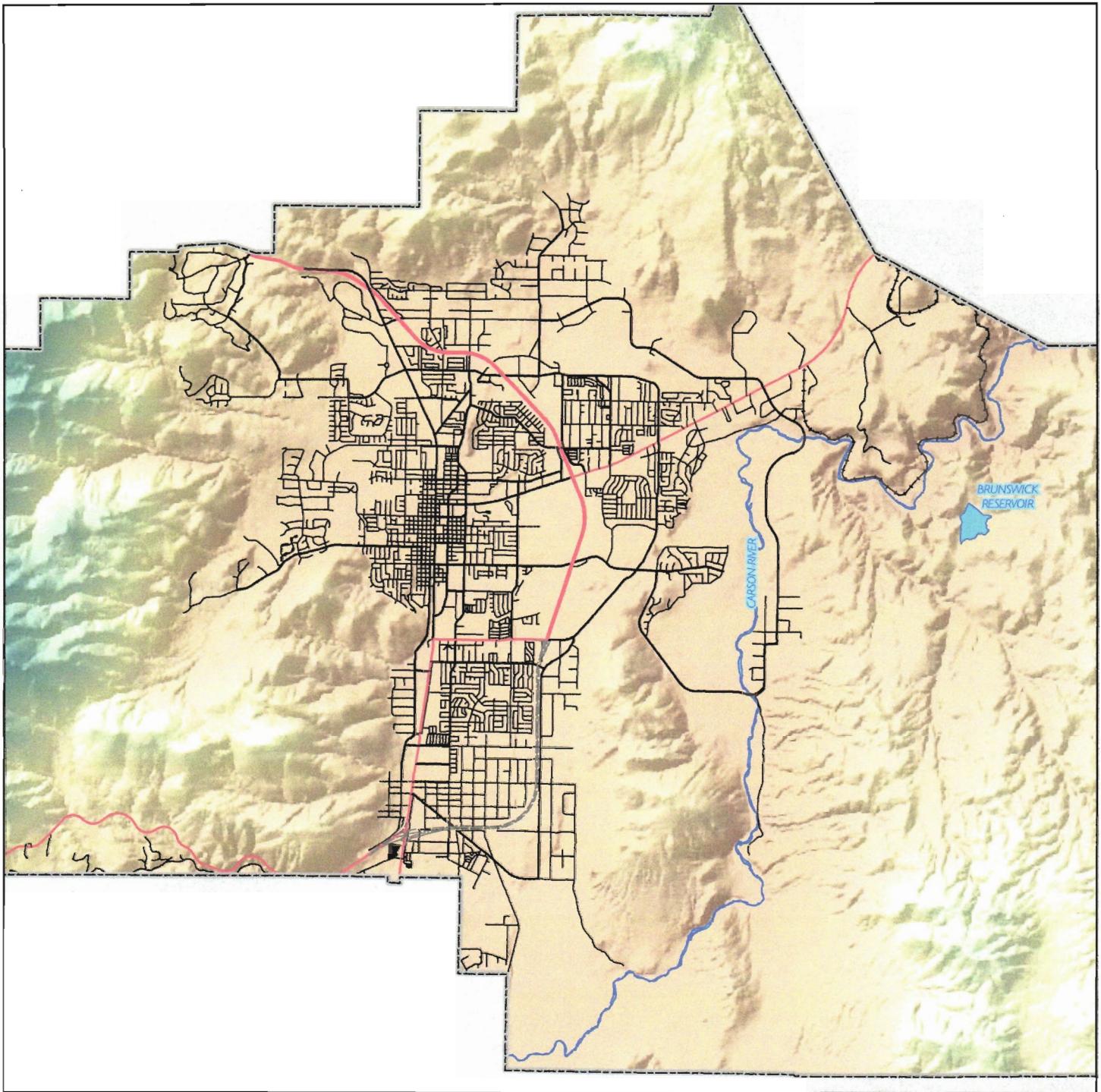
Nevada Bureau of Mines and Geology

March. 7, 2014

Carson City is the state capitol and is an important community and commercial leader in the western urban corridor of Nevada. The city was severely damaged from the 1887 Carson Valley earthquake and earthquakes are felt there every few years. The city is in the highest earthquake hazard part of the state. Carson City is located in an area of extraordinary complexity of earthquake faulting and creating realistic earthquake scenarios is going to be a challenge. For example, the strike-slip earthquake hazard is poorly understood. Additionally, developing the consequences and mitigation strategies for an urban community takes quite a bit of effort. This project will develop an earthquake section of the Carson City Hazard Mitigation Plan by researching and presenting major historical earthquakes that have affected the city researching and analyzing major faults that pose an earthquake threat to the city, summarizing the general potential for strong ground motion and the chances of having an earthquake, and putting this information together to develop specific earthquake scenarios. Earthquake vulnerabilities and consequences will be modeled using HAZUS computer simulations of the developed scenario earthquakes, for events both within and adjacent to Carson City. The seismic consequence mitigation of structural, nonstructural, and content hazards will be briefly described, as well as the importance of citizen involvement in creating a higher level of earthquake awareness. The beneficial actions part of the plan will list potential earthquake risk mitigation strategies and a prioritization of projects associated with these strategies. The final result will be a state-of-the-art analysis of the earthquake threat to Carson City, the development of credible, realistic earthquake scenarios, and a prioritized list of projects that will effectively mitigate potential injury and damage from future earthquakes.

## Proposed Budget

Dr. Craig M. dePolo	54 days @ \$481/day	\$25,974
Fringe Benefits @ 31%		\$8,052
GIS and Cartographic services	95 hrs @ \$50/hr	\$4,750
Student assistant	80 hrs @\$11/hr	\$880
Travel	4 trips to Carson City Co. @ \$70/trip	\$280
Supplies		\$400
Subtotal		\$40,336
UNR Overhead (Federally mandated)	5%	\$2,017
<b>TOTAL</b>		<b>\$42,353</b>



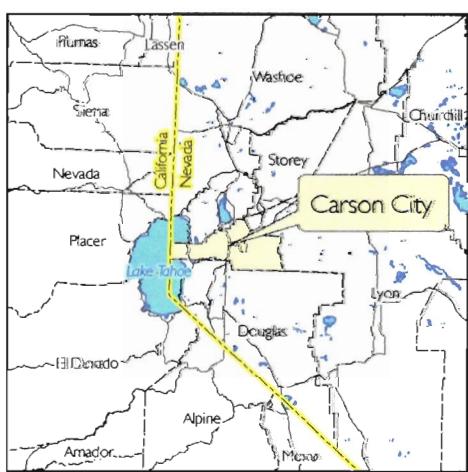
## Project Location

Figure: B-1

### Legend

#### Street Centerline

- Arterial Route
- Collector Route
- Local Route
- Proposed Freeway
- Proposed V&T Railroad
- Water Bodies



0 0.5 1 2 Miles

FINAL - 1/19/2010



**APPLICATION FOR  
FEDERAL ASSISTANCE  
(SF 424)**

1. TYPE OF SUBMISSION  
Non-Construction

2. DATE SUBMITTED

Applicant Identifier

3. DATE RECEIVED BY  
STATE

State Application Identifier

4. DATE RECEIVED BY  
FEDERAL AGENCY

Federal Identifier

**5. APPLICANT INFORMATION**

Legal Name  
Carson City

Organizational Unit  
Carson City Fire Department

Address  
777 S. Stewart St.,  
Carson City, NV 89701

Name and telephone number of the person to be contacted on  
matters involving this application  
Stacey Belt, 775-283-7218

6. EMPLOYER IDENTIFICATION NUMBER  
(EIN)  
88-6000189

6.a. DUNS NUMBER  
782889851

7. TYPE OF APPLICANT  
Local Government

8. TYPE OF APPLICATION  
Planning Application

9. NAME OF FEDERAL AGENCY  
Federal Emergency Management Agency

**10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE**

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT  
Carson City HMP Update

**12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.)**  
CARSON CITY

**13. PROPOSED PROJECT:**

Start Date:  
End Date :

**14. CONGRESSIONAL DISTRICTS OF:**

a. Applicant NV  
b. Project NV

**15. ESTIMATED FUNDING**

a. Federal

\$ 106,014.75

16. IS APPLICATION SUBJECT TO REVIEW BY STATE  
EXECUTIVE ORDER 12372 PROCESS?

No, Program has not been selected by state for review

b. Applicant

\$ 0.00

c. State

\$ 0.00

d. Local

\$ 35,338.25 17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL  
DEBT?

e. Other

\$ 0.00 No

f. Program Income

\$ 0.00

g. TOTAL

\$ 141,353.00

**18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION ARE TRUE AND CORRECT, THE DOCUMENT  
HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE  
ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.**

a. Name of Authorized  
Representative

b. Title

c. Telephone Number

d. Signature of Authorized Representative

e. Date Signed