



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Lance Meyer, P.E., City Engineer

DATE: January 21, 2020

SUBJECT: WARD COUNTY HAZARD MITIGATION PLAN ANNUAL PROGRESS REPORT

I. RECOMMENDED ACTION

- A. Recommend the Council receive and file the Hazard Mitigation Plan Annual Progress Report
- B. Authorize the Mayor to sign the CRS annual recertification form

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer	(701) 857-4100
Christine Goldader, Storm Water Engineer	(701) 857-4100

III. DESCRIPTION

A. Background

In 2013, the Ward County, ND Hazard Mitigation Plan (the Plan) was prepared by 12 local jurisdictions incorporated into Ward County. The Plan is organized to parallel the structure provided in the IFR, and to reflect the changes in the review process that were implemented in October 2012, with the enactment of the *Local Mitigation Plan Review Guide*. For the ease of review and use, the 2013 Plan was significantly reformatted from the 2008 Plan.

On October 7, 2013 the Plan was formally adopted by the Minot City Council. Documentation of this adoption is provided in the original Plan. Original copies of the 2013 Plan, as well as the 2018 update, are available on the Ward County Emergency Management web page for public use. City of Minot employees in the Engineering, Planning, and Public Works Departments also have access to the Plan through an internal server dedicated to City projects.

In order to maintain compliance with the Federal Emergency Management Agency (FEMA), the Plan is updated every 5 years and submission of the update was due on October 1, 2018. The 2018 update to the Plan was approved by FEMA as documented by a letter to the North Dakota Department of Emergency Services dated August 17, 2018.

As a participating jurisdiction in Ward County, the City of Minot has prepared this evaluation for use by the Ward County Emergency Management Director (EMD), who is primarily responsible for monitoring the Plan. The EMD may use this document in preparing the County-wide annual evaluation report.

In 2016, the City began participating in the Community Rating System (CRS) program. Currently, the City has achieved a Class 8 status, which provides a 10% reduction to flood insurance policy rates on qualifying policies.

B. Proposed Project

To maintain the effectiveness of the Plan, a yearly evaluation report is used as a method of monitoring the Plan. The report is attached to this memo and lists the mitigation goals, action items, and current status.

In addition, a yearly recertification of the City's CRS Program is required. This will be the City's third recertification in the program. Staff has compiled the required data to submit to the ISO. The Mayor will need to sign the recertification sheet on behalf of the City.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

The CRS program is of critical importance to the City and must be fully staffed and supported by Council. The insurance discounts offered to citizens due to the City's participation will pay for the program multiple times over. Additionally, continuation and maintenance of the CRS program will be critical to lessen the impacts of mandatory flood insurance requirements on property owners affected when updated Flood Insurance Rate Maps are adopted in the future.

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

N/A

V. ALTERNATIVES

N/A

VI. TIME CONSTRAINTS

Council must accept and file the plan and have the mayor sign the CRS recertification form at this council meeting to meet the February 1st deadline for ISO recertification.

VII. LIST OF ATTACHMENTS

- A. City of Minot: Annual Hazard Mitigation Plan Progress Report
- B. Community Rating System Annual Recertification