

City of Minot

TO: Mayor Chuck Barney
Members of the City Council

FROM: *Kelli Flermoen, Fire Chief*

DATE: *January 18, 2018*

SUBJECT: **WARD COUNTY DEBRIS MANAGEMENT PLAN**

I. RECOMMENDED ACTION

State what you want the Council/Mayor to do – this will become their motion. List each action separately.

1. Recommend adoption of the Ward County Debris Management Plan

II. DEPARTMENT CONTACT PERSONS

Place name, titles, and phone numbers of the persons involved in hierarchical order:

Dan Jonasson, Public Works Director	857-4112
Kelli Flermoen, Fire Chief	857-4740

III. DESCRIPTION

A. Background

Place information here about the issues/project and why it's important that we address them. Make it brief but informative. You can add additional sections to this area such as:

This debris management plan is a guideline/template for the City of Minot if there was a tornado, flood, or other type of disaster that would cause a large amount of debris. Adopting this plan would make the City eligible for up to an additional five percent federal funding on federal disasters. Typically federal cost shares are at 75%, but with the adoption of this plan could give the City an 80% federal cost share, and bringing the local share at 20% instead of 25%.

B. Proposed Project

Place information about the proposed project and what the goals and objectives of the project are. Why is it important to do this project? What does the project get or do for us?

This adoption would reduce the cost to the city by 5% in the event of a large emergency.

C. Consultant Selection

State how you went about identifying, bidding, and selecting consultants or contractors and who the lowest responsible bidder was.

N/A

IV. IMPACT:

A. Strategic Impact:

State how this activity is in alignment with our City's Mission/Vision and/or your Department's goals and objectives.

This plan will allow the City of Minot to meet the FEMA requirement for reimbursement.

B. Service/Delivery Impact:

State how this project will impact (improve, augment, advance) the City, your Department, our services, quality, delivery, customer experience, etc.

This plan will allow for a smooth transition throughout the city for removal of debris in the event of a large emergency.

C. Fiscal Impact:

Briefly state how this project is being funded. Add written context in the paragraph so the dollar amounts, sources of funding, and expenses are made clear and document whether the project was included in the approved budget.

This adoption of this plan could give the City an 80% federal cost share, and bringing the local share at 20% instead of 25%.

V. ALTERNATIVES

State the alternatives to this project. The alternatives need to be viable options and there should be at least two: one would be some other approach and what the results of that alternative would be and the second would be not to do the project and what the result would be, for example:

Alt 1. The Council could decide to not adopt this plan and pay an increased rate for debris removal in the event of an emergency.

VI. TIME CONSTRAINTS

State here if and why timing is of the essence and what the next steps are going to be in the progression of the work.

Plan approval needs to be submitted by February 15.

VII. LIST OF ATTACHMENTS

Place your list of attachments here, in order they were referenced in the document. For example:

- A. Ward County Debris Management Plan
- B. Minot Debris Routes