

MEETING DATE: 07/28/14

AGENDA ITEM: Adopt a Resolution of the City Council of the City of Culver City, California designating the City's agent(s) for the State of California Office of Emergency Services' (CalOES) and the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program and approve a grant application through the Hazard Mitigation Grant Program

ATTACHMENTS

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1 RESOLUTION NO. 2014-R_____

2
3 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
4 CULVER CITY, CALIFORNIA, DESIGNATING
5 AUTHORIZED AGENTS FOR THE PURPOSES OF 1)
6 FILING AN APPLICATION FOR FINANCIAL ASSISTANCE
7 THROUGH THE STATE OF CALIFORNIA OFFICE OF
8 EMERGENCY SERVICES' HAZARD MITIGATION GRANT
9 PROGRAM AND PRE-DISASTER MITIGATION
10 PROGRAM; AND 2) PROVIDING ASSURANCES AND
11 AGREEMENTS REQUIRED FOR ALL MATTERS
12 PERTAINING TO SUCH FEDERAL AND/OR STATE
13 DISASTER ASSISTANCE.

14 WHEREAS, the Robert T. Stafford Disaster Relief and Emergency
15 Assistance Act, PL 100-707, which was signed into law November 23, 1988 and
16 amended the Disaster Relief Act of 1974, PL 93-288 (the "1988 Disaster Relief Act"),
17 constitutes the statutory authority for most Federal disaster response activities
18 especially as they pertain to FEMA and FEMA programs; and

19 WHEREAS, the California Disaster Assistance Act ("CDAA") provides
20 state financial assistance for recovery efforts to counties, cities, special districts, and
21 certain eligible private non-profit agencies after the declaration of a state disaster; and

22 WHEREAS, the State of California Office of Emergency Services
23 ("CalOES") is the administrative agency for the Hazard Mitigation and Grant Program
24 and Pre-Disaster Mitigation Program (collectively, the "Program"), funded under the
25 1988 Disaster Relief Act and the CDAA; and

26 WHEREAS, CalOES has established necessary procedures governing
27 application for financial assistance by local agencies under the Program; and

28 WHEREAS, said procedures require the applicant to designate by
resolution its authorized agents for the purposes of 1) filing an application for financial
assistance under the Program; and 2) providing assurances and agreements required
for all matters pertaining to such federal and/or state disaster assistance.

1 NOW, THEREFORE, the City Council of the City of Culver City DOES
2 HEREBY RESOLVE:

3 1. The City Manager, Public Works Director, and/or Fire Chief, or their
4 respective designees are hereby authorized to execute the application for and on behalf
5 of the City of Culver City, a public entity established under the laws of the State of
6 California, and to file it with CalOES for the purpose of obtaining certain federal
7 financial assistance under the 1988 Disaster Relief Act, and/or state financial
8 assistance under the CDAA.

9 2. The City Manager, Public Works Director and/or Fire Chief, or their
10 respective designees are hereby authorized to provide to Cal OES the assurances and
11 agreements required for all matters pertaining to such federal and/or state disaster
12 assistance.

13 3. The City of Culver City hereby certifies that this is a universal
14 resolution and shall be effective for all open and future disasters and/or grants for up to
15 three years following the date of adoption.

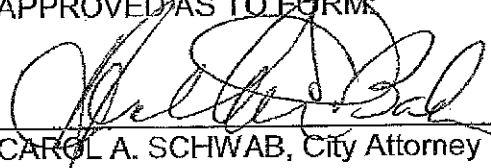
16
17 APPROVED and ADOPTED this _____ day of _____ 2014.

18
19 _____
20 MEGHAN SAHLI-WELLS, Mayor
City of Culver City, California

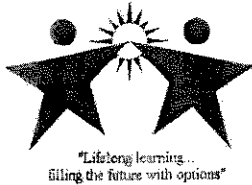
21 ATTEST:

22 APPROVED AS TO FORM:

23 _____
24 MARTIN R. COLE, City Clerk

25 
26 CAROL A. SCHWAB, City Attorney

27 A14-00530



Culver City Unified School District

Administration Building 4034 Irving Place Culver City, CA 90232-2810
(310) 842-4220

July 8, 2014

Charles D. Herbertson
City of Culver City
9770 Culver Boulevard, 2nd Floor
Culver City, CA, 90232

Re: "Statement of Intent to Participate" as participating jurisdiction in Culver City Multi-jurisdictional Hazard Mitigation Planning

Dear Charles Herbertson,

In accordance with the Federal Emergency Management Agency's (FEMA) Local Mitigation Plans requirements, under 44 CFR §201.6, which specifically identify criteria that allow for multi-jurisdictional mitigation plans, the Culver City Unified School District is submitting this letter of intent to confirm that Culver City Unified School District has agreed to participate in the Culver City Multi-jurisdictional Hazard Mitigation Planning effort.

Further, as a condition to participating in the mitigation planning; Culver City Unified School District agrees to meet the requirements for mitigation plans identified in 44 CFR §201.6 and to provide such cooperation as is necessary and in a timely manner to the City of Culver City to complete the plan in conformance with FEMA requirements.

Culver City Unified School District understands that it must engage in the following planning process, as more fully described in FEMA's Local Mitigation Plan Review Guide, dated October 1, 2011, including, but not limited to:

- Documentation of the planning process, including an open public involvement process, that allows the opportunity for the public to comment on the plan during all phases of the plan development, in accordance with *Title 44 of the Code of Federal Regulations (44 CFR), Section 201.6(b)*;
- A hazard identification and risk assessment that includes a description of the type, location and extent of all natural hazards that can affect the jurisdiction, and a history of past occurrences pursuant to *44 CFR, Section 201.6(c)(2)(i)*;
- Development of a comprehensive mitigation strategy that provides the jurisdiction's blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs and resources in accordance with *44 CFR, 201.6(c)(3)*;
- A strategy to review and revise the jurisdiction's plan to reflect changes in development, progress in local mitigation efforts, and changes in priorities per *44 CFR, 201.6(d)(3)*;
- Formal adoption of the Multi-jurisdictional Hazard Mitigation Plan by the jurisdiction's governing body and the governing body(ies) of each participating jurisdiction in accordance with *44 CFR, 201.6(c)(5)*; and
- Documentation of participation in the NFIP, continued compliance with NFIP requirements, and identification of NFIP insured structures that have been repetitively damaged by floods pursuant to *44 CFR, 201.6(c)(3)(ii)*.

Therefore, with a full understanding of the funding obligations incurred by an agreement between the Lead Jurisdiction and the Participating Jurisdiction, I Mike Reynolds, commit Culver City Unified School District to the Culver City Multi-jurisdictional Hazard Mitigation Planning effort.

Executed this ^{8th} day of July, 2014

BOARD OF EDUCATION

Ms. Laura Chardiet Ms. Nancy Goldberg Dr. Steven M. Levin Ms. Katherine Paspalis Ms. Susanne Robins Mr. David LaRose, Superintendent

Culver City Multi-jurisdiction Hazard Mitigation Plan
City of Culver City and Culver City Unified School District
July 9, 2014

City of Culver City Staff Budget						
Item Name	Subgrant Budget Class*a	Unit Quantity	Unit of Measure	Unit Cost (\$)	Cost Estimate (\$)	
Hire Consultant	City Staff	57	Hour	*a.	\$ 4,210.00	
Tasks:						
1) Prepare bid request and obtain City Council authorization to bid.	SMA (FT);	35				
	SMA (PT);	10				
2) Review bids and interview bidders.	DPW.	12				
3) Obtain City Council contract authorization and final contract documents.						
Initial Coordination	City Staff	39	Hour	*a	\$ 3,060.00	
Tasks:						
1) Organize/prepare /conduct "Kick-off" meeting with City and CCUSD in-house	SMA (FT);	15				
Technical	SMA (PT);	8				
Advisory	DPW;	5				
Committee	ESM;	2				
(TAC).	EPOM;	2				
2) Organize/prepare /conduct initial outside agencies (local, regional, state) and utilities coordination meeting.	MOM;	2				
	MA.	5				
Research Existing Data	City Staff	17	Hour	*a	\$ 986.00	
Tasks:						
1) Assemble existing related documents and data for contractor.	SMA (FT);	10				
	SMA (PT);	5				
	MA.	2				
Develop Planning Process	City Staff	38	Hour	*a	\$ 2,382.00	
Tasks:						

1) Coordinate involvement of general public, businesses, private/non-profit/educational stakeholders, and outside agencies in the plan development and adoption through workshops and Public Hearings. 2) Setup outreach procedures for public notification using multiple media, notices and the web. 3) Conduct initial Public Workshop.	SMS (FT); SMA (PT); MA; DPW.	16 14 4 4				
Develop Risk Assessment/Hazard Identification	City Staff	32	Hour	*a	\$ 1,923.00	
Tasks: 1) Work with Contractor to identify hazards and risks through the analysis of natural hazard events.	SMS (FT); SMA (PT); MA; DPW.	16 10 3 3				
Develop Vulnerability Assessment	City Staff	39	Hour	*a	\$ 3,060.00	
Tasks: 1) Work with Contractor to analyze vulnerabilities through collection of information on land uses, development, buildings, infrastructure, and critical facilities in the City, including CCUSD facilities. 2) Meet and confer with the outside agencies to assist in the	SMA (FT); SMA (PT); DPW; ESM; EPOM; MOM; MA.	15 8 5 2 2 2 5				

risk/vulnerabilities assessment.						
Develop GIS Mapping	City Staff	60	Hour	*a	\$ 3,652.00	
Tasks: 1) Create/update related maps (approximately 20 maps).	GISM.	60				
Develop Mitigation Strategy	City Staff	90	Hour	*a	\$ 5,921.00	
Tasks: 1) Work with Contractor to identify mitigation goals to reduce or avoid the impacts of a natural hazard event.	SMA (FT); SMA (PT); DPW; ESM; EPOM; MOM; MA.	30 15 10 5 5 5 15				
Develop Mitigation Actions/Projects	City Staff	90	Hour	*a	\$ 5,921.00	
Tasks: 1) Work with Contractor to develop implementable mitigation actions to reduce or avoid the impacts of a natural hazard event, and prioritize the actions to achieve the maximum cost benefit. 2) Meet and confer with the outside agencies to assist in the mitigation strategy, action plan/project development and prioritization assessment.	SMA (FT); SMA (PT); DPW; ESM; EPOM; MOM; MA.	30 15 10 5 5 5 15				
Draft Plan, OES/FEMA Review, Revisions, Adoption &	City Staff	56	Hour	*a	\$ 3,993.00	

Implementation						
Tasks:						
1) Prepare/Review Draft Plan.						
2) Distribute to/meet with Outside agencies to receive comments.						
3) Conduct second Public Workshop, and if necessary, Planning Commission and CCUSD public meetings.		SMA (FT); SMA (PT); DPW; ESM; EPOM; MOM; MA.	20 10 10 2 2 2 10			
4) Submit Draft Plan to OES and FEMA for review.						
5) Obtain City Council and CCUSD adoption at public meetings.						
Grant Application Preparation (Pre-Award)	City Staff	35	Hour		\$ 2,393.60	
Task:						
1) Assist Contractor in preparation of grant application.		SMA (PT); DPW.	25 10			
City Management of Project	City Staff	33	Hour	*a	\$ 2,320.00	
Tasks:						
1) Conduct monthly contract management, invoicing review/process payment request, prepare reimbursement requests, and project close-out.		SMA (FT); DPW.	30 3			
Culver City Total Cost					\$39,821.00	

See Next Page for Culver City Note "*a".

*a City of Culver City		
City Staff Positions	Abbreviation	Hourly w/Burden Rate
Senior Management Analyst (Full-Time)	SMA (FT)	\$65.27
Senior Management Analyst (Part-Time)	SMA (PT)	\$47.54
Director of Public Works	DPW	\$120.51
Management Analyst	MA	\$47.41
Engineering Services Manager	ESM	\$91.48
Environmental Programs and Operations Manager	EPOM	\$91.48
Maintenance Operations Manager	MOM	\$83.95
Geographically Information System Manager	GISM	\$60.86

See Next Page for CCUSD Budget:

Culver City Unified School District Staff Budget						
Item Name	Subgrant Budget Class*a	Unit Quantity	Unit of Measure	Unit Cost (\$)	Cost Estimate (\$)	
Initial Coordination	CCUSD Staff	8	Hour	*a	\$ 760.00	
Tasks: 1) Participate in "Kick-off" meeting with City and in- house Technical Advisory Committee (TAC).	AS; DMOT.	5 3				
Develop Planning Process	CCUSD Staff	9	Hour	*a	\$ 875.00	
Tasks: 1) Coordinate involvement of general public, businesses, private/non- profit/education al stakeholders, and outside agencies in the plan development and adoption through workshops and Public Hearings.. 2) Participate in initial Public Workshop.	AS; DMOT.	6 3				
Develop Risk Assessment/Hazard Identification	CCUSD Staff	6	Hour	*a	\$ 562.00	
Tasks: 1) Work with City and Contractor to identify hazards and risks through the analysis of natural hazard events.	AS; DMOT.	3 3				

Develop Vulnerability Assessment	CCUSD Staff	16	Hour	*a	\$ 1,499.00	
Tasks: 1) Work with City and Contractor to analyze vulnerabilities through collection of information on land uses, development, buildings, infrastructure, and critical facilities at CCUSD facilities. 2) Meet and confer with City and the outside agencies to assist in the risk/vulnerabilities assessment.	AS; DMOT.	8 8				
Develop Mitigation Strategy	CCUSD Staff	22	Hour	*a	\$ 2,082.00	
Tasks: 1) Work with City and Contractor to identify mitigation goals to reduce or avoid the impacts of a natural hazard event.	AS; DMOT.	12 10				
Develop Mitigation Actions/Projects	CCUSD Staff	30	Hour	*a	\$ 2,811.00	
Tasks: 1) Work with City and Contractor to develop implementable mitigation actions to reduce or avoid the impacts of a natural hazard event, and prioritize the	AS; DMOT.	15 15				

actions to achieve the maximum cost benefit. 2) Meet and confer with the City and outside agencies to assist in the mitigation strategy, action plan/project development and prioritization assessment.						
Draft Plan, OES/FEMA Review, Revisions, Adoption & Implementation	CCUSD Staff	18	Hour		\$ 1,707.00	
Tasks: 1) Prepare/Review Draft Plan. 2) Participate in second Public Workshop, and CCUSD School Board public meetings. 3) Submit Draft Plan to OES and FEMA for review. 4) Obtain CCUSD School Board adoption at public meetings.	AS; DMOT.	10 8				
Grant Application Preparation (Pre-Award)	CCUSD Staff	4	Hour	*a	\$ 416.00	
Task: 1) Assist City and Contractor in preparation of grant application and "Statement of Intent" letter.	AS.	4				
CCUSD Total Cost					\$ 10,712.00	

See Next Page for CCUSD Note "**a".

*a		
CCUSD Staff Positions	Abbreviation	Hourly w/Burden Rate
Assistant Superintendent	AS	\$104.10
Director of Maintenance, Operations & Transportation	DMOT	\$83.33