

## REQUEST FOR BOARD ACTION

ITEM NO. 9.

**DATE OF MEETING:** January 19, 2010

**REQUESTED BY:** Patrick Davenport, Director of Planning & Development

**SHORT TITLE:** Resolution Authorizing 2010 FEMA Hazard Mitigation Assistance Program Application and Approval of Agreement for Services with Holland Consulting Planners

**BACKGROUND:** The FEMA Hazard Mitigation Assistance Program is administered through the NC Department of Emergency Management. This program provides funding that can assist county taxpayers (homeowners) with the elevation and flood mitigation retrofitting of private residences. The priority for this funding is the elevation of severe repetitive loss (SRL) properties (four or more flood insurance claims of at least \$5,000 each or two claims totaling in excess of fair market value). However, other HMA funds may be available to assist homeowners who have filed only one or two claims, provided that the benefit/cost ratio calculated by FEMA for the proposed elevation/acquisition exceeds 1.0.

The basic premise of the program is funding projects that provide a reduction in federally-insured flood claims over the useful life of the structure that exceeds the proposed project cost. Seasonal and rental homes are eligible for assistance and assistance is not dependent on homeowner income. A homeowner match of 10% or 25% is required, depending on the type of HMA funding received. The county is not responsible for any of the project cost. As well, administrative costs will be paid for with grant funding.

The program is funded on an annual basis, and the next cycle of applications will be due in September, 2010. In order to get in position to apply for program funds next September, the County needs to start to work on gathering data on flood areas, flooding claims, and so forth to justify a grant application.

Holland Consulting Planners has very successfully managed the elevation of over 450 homes in Beaufort County since 1997, and also has successfully managed several major acquisition projects in eastern North Carolina following Hurricane Floyd. HCP is intimately familiar with this program, and is willing to put in the time (at no cost to the County) to collect the necessary information and data for Pender County that is required to first submit a letter of interest, then start preparing for an application next September. The County's Planning staff will work with the staff of Holland Consulting Planners to prepare and submit an application. An agreement for services with Holland Consulting Planners is included for consideration for approval.

The Board is being asked to consider a resolution authorizing staff to initiate research and work to prepare a mitigation application for submission in September, 2010. Mr. Newman concurs with the need and benefit to pursue these funds for Pender County homeowners.

**SPECIFIC ACTION REQUESTED:** To consider a resolution authorizing the preparation and submission of a 2010 FEMA Hazard Mitigation Assistance Program application, and approving an Agreement for Services with Holland Consulting Planners.

**COUNTY MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

Initial

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** by the Pender County Board of Commissioners that:

County staff is hereby authorized to initiate research and planning work in anticipation of preparation and submission of a 2010 FEMA Hazard Mitigation Assistance Program application; and an Agreement for Services with Holland Consulting Planners is hereby approved. The Chairman/County Manager is authorized to execute any/all documents necessary to implement this resolution.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Tate \_\_\_ Blanchard \_\_\_ Brown \_\_\_ Rivenbark \_\_\_ Williams \_\_\_

\_\_\_\_\_  
Jimmy T. Tate, Chairman      Date

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
Date

## Agreement to Provide Consultant Services

This Agreement made this \_\_\_\_\_ day of January, 2010, between Holland Consulting Planners, Inc., hereinafter called the "Consultant" and Pender County, North Carolina, hereinafter called the "County", authorizes the Consultant to provide planning consulting services to the County for assistance with the 2010-2011 Hazard Mitigation Assistance Program (HMA) application process sponsored by the North Carolina Division of Emergency Management in accordance with the following conditions:

The Consultant shall provide services to the County to assist in the compilation of data and provide additional technical assistance required to submit a 2011 Hazard Mitigation Assistance application to the North Carolina Division of Emergency Management no later than September 30, 2010. These services will include, but not necessarily be limited to, the following:

1. Preparation of an HMA Letter of Interest to the North Carolina Division of Emergency Management.
2. Preparation of letter to NCDDEM to request repetitive flood loss data related to residential property in Pender County's planning jurisdiction.
3. Review repetitive loss data, prioritize prospective residential elevation/acquisition properties, and prepare an outreach package to be delivered by the County to homeowners identified as potential participants in a 2001 HMA elevation/acquisition project.
4. Assist the County planning department staff with review of homeowner applications received by the County.
5. Assist the County planning department staff with preparation of a full 2011 HMA elevation/acquisition application utilizing FEMA's e-grants application portal.

The County shall provide support services to the Consultant including delivery/ mailing of application packages to homeowners, review of submitted homeowner applications, requesting homeowners to submit missing information required for completion of their application, and assistance with preparation of the e-grants application as requested (county profile/damage history).

The Consultant will provide all services delivered under the terms of this Agreement on a *pro bono* basis, with the understanding that the Consultant will be allowed to submit a competitive proposal for management of any HMA or related project funded through completion of the services provided under the terms of this Agreement.

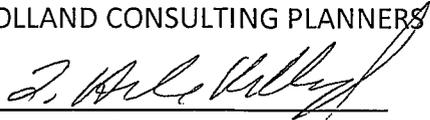
In Witness Whereof, the Consultant and the County have caused this Agreement to be executed by their duly authorized representatives.

PENDER COUNTY

HOLLAND CONSULTING PLANNERS INC.

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Jimmy T. Tate, Chairman  
Board of Commissioners



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T. Dale Holland, President