

## **PART 1—THE PLANNING PROCESS**



# CHAPTER 1.

## INTRODUCTION TO THE PLANNING PROCESS

### 1.1 WHY PREPARE THIS PLAN?

#### 1.1.1 The Big Picture

Hazard mitigation is the use of long- and short-term strategies to reduce or alleviate the loss of life, personal injury, and property damage that can result from a disaster. It involves strategies such as planning, policy changes, programs, projects, and other activities that can mitigate the impacts of hazards. The responsibility for hazard mitigation lies with many, including private property owners; business and industry; and local, state and federal government.

The federal Disaster Mitigation Act (DMA) of 2000 (Public Law 106-390) requires state and local governments to develop hazard mitigation plans as a condition for federal grant assistance. The DMA emphasizes the importance of community planning for disasters before they occur. Prior to 2000, federal legislation emphasized funding for disaster relief and recovery, with limited funding for hazard mitigation planning.

The DMA promotes sustainability as a strategy for disaster resistance. “Sustainable hazard mitigation” includes the sound management of natural resources, local economic and social resiliency, and the recognition that hazards and mitigation must be understood in the largest possible social and economic context. The enhanced planning called for by the DMA helps local governments articulate accurate mitigation needs, resulting in faster allocation of funding and more cost-effective risk reduction projects.

#### 1.1.2 Roseville’s Response to the DMA

Roseville has a long-standing reputation as a national leader in risk reduction through proactive mitigation. This reputation has been built through innovative planning and a commitment to protecting its citizens from the impacts of natural disasters. Embracing the goals of the DMA, Roseville created an initial hazard mitigation plan that became a model nationally and has been touted by the Federal Emergency Management Agency (FEMA) as a “mitigation success story.”

*The City of Roseville Hazard Mitigation Plan* was adopted by Roseville City Council on July 20, 2005, and was formally approved by FEMA Region IX on August 10, 2005. The initial plan was developed with the following objectives:

- The plan would meet or exceed program requirements specified under the DMA.
- The plan would meet not only state and federal requirements but also the needs of the City. Therefore, it was determined that this plan would address human-caused hazards, which are not required to be addressed under the DMA.
- Plan development would follow FEMA’s Community Rating System (CRS) guidelines so that Roseville could meet requirements to become the nation’s first CRS Class 1 community.
- The plan would coordinate existing plans and programs so that high-priority initiatives and projects to mitigate possible disaster impacts would be funded and implemented. The plan would also create a linkage with established plans, such as the City’s general and specific plans, so that they can work together to achieve successful mitigation.

The initial plan was developed according to the requirements specified under Chapter 44 of the Code of Federal Regulations (44CFR), qualifying the City to pursue funding under the Robert T. Stafford Act. The City has achieved numerous objectives identified in the plan. Local hazard mitigation plans must be regularly updated to comply with the DMA. The City responded to this requirement with a plan update process that resulted in this 2011 Multi-Hazard Mitigation Plan.

### **1.1.3 Purposes for Planning**

DMA compliance is only one of multiple objectives driving this planning effort. Roseville's long-standing tradition of proactive, progressive planning and program implementation is enhanced by the development of this plan update. Elements and strategies for the update were selected because they meet a program requirement and because they best meet the needs of Roseville and its citizens.

This 2011 hazard mitigation plan identifies resources, information, and strategies for reducing risk from hazards. It will also help guide and coordinate mitigation activities throughout the City. Benefits of the planning effort include the following:

- Allows the City to be proactive instead of reactive.
- Focuses on sustainability in the identification of projects.
- Supports the other components of emergency management: preparedness, response and recovery.
- Gains both political and public support for initiatives that reduce risk of hazards.
- Meets CRS planning requirements, allowing the City to maintain its CRS classification.
- Coordinates existing plans and programs so that high-priority initiatives and projects to mitigate possible disaster impacts are funded and implemented.

## **1.2 WHO WILL BENEFIT FROM THIS PLAN?**

The citizens and businesses of Roseville are the ultimate beneficiaries of this hazard mitigation plan. The plan strives to reduce risk for those who live in, work in, and visit Roseville. It provides a viable planning framework for all foreseeable hazards that may impact the City. Participation in development of the plan by key stakeholders has helped to ensure mutually beneficial outcomes. The resources and background information in the plan are applicable citywide, and the plan's goals and recommendations can lay groundwork for the development and implementation of local mitigation activities and partnerships.

## **1.3 HOW TO USE THIS PLAN**

This hazard mitigation plan is organized into three primary parts:

- Part 1—The Planning Process
- Part 2—The Risk Assessment
- Part 3—Mitigation Strategy.

Each part includes elements required under 44CFR. The requirements specified for DMA compliance are often cited at the beginning of a subsection to illustrate compliance with the requirement.

The following appendices provided at the end of the plan include information or explanations to support the main content of the plan:

- Appendix A—A glossary of acronyms and definitions

- Appendix B—Hazard mitigation questionnaire and summary
- Appendix C—Documentation of public meetings, including quantifiable results of the public involvement strategy.
- Appendix D— Most recent progress report from initial performance period.
- Appendix E—Folsom Dam Containment Dike Failure Risk Assessment Project



## **CHAPTER 2. PLAN UPDATE—WHAT HAS CHANGED**

### **2.1 THE INITIAL PLAN**

The development of the initial Roseville Hazard Mitigation Plan was directed by a planning team consisting of City staff supported by consultant Tetra Tech, Inc. A 15-member Steering Committee made up of City staff, citizens and other stakeholders in the planning area provided oversight to the planning team during development of the initial plan. The committee served as the principle vehicle for public involvement in the plan development. The initial plan was organized into five parts:

- Part 1—Preceding Documents (including the table of contents, acknowledgements, and executive summary)
- Part 2—The Planning Process
- Part 3—Risk Assessment of the following hazards:
  - Drought
  - Earthquake
  - Flood
  - Landslide
  - Human Caused Hazards
  - Human Health Hazards
  - Severe Weather
  - Wildfire
- Part 4—Mitigation Strategies
- Part 5—Plan Implementation and Maintenance

The plan identified seven goals, 10 objectives, and 67 mitigation strategies. Each strategy was prioritized based on the benefits of the project versus the cost, whether the project met multiple objectives, and whether the project could be implemented within the capabilities of the City.

The action plan was reviewed annually after adoption of the initial plan via a prescribed plan maintenance process that involved progress reports prepared by the same Steering Committee that oversaw the plan's development. The annual progress reports helped keep the plan dynamic and established opportunities to fine-tune it. Progress reporting also identified and coordinated available grant funding opportunities. The progress reports were the first documents reviewed during the plan update process. The most recent is attached to this 2011 plan in Appendix D. All four progress reports prepared during the initial plan performance period were made available to the public on a dedicated website:

[http://www.roseville.ca.us/fire/emergency\\_preparedness/multi\\_hazard\\_mitigation\\_plan.asp](http://www.roseville.ca.us/fire/emergency_preparedness/multi_hazard_mitigation_plan.asp)

### **2.2 MITIGATION SUCCESS STORIES**

Detailed accounts of successful mitigation actions completed by the City during each reporting period are included in each progress report.

One of the principal objectives of the initial plan was to create a plan that would help the City achieve the highest possible rating under FEMA's CRS program. The CRS program has stringent requirements for Classes 4 or better, and especially for Class 1. Several of these requirements are related to planning, and the initial plan was developed to meet these requirements.

When the initial plan was completed, it was submitted to the Insurance Services Office (ISO) for review to determine whether it met the Class 1 requirements. The ISO determined that it did. The City underwent a re-verification process in December 2005, and was verified with sufficient credit to become the nation's first and only CRS Class 1 community. This classification went into effect on October 1, 2006, and was confirmed again during the re-verification process in 2008.

## **2.3 WHY UPDATE?**

44CFR stipulates that hazard mitigation plans must describe the method and schedule for monitoring, evaluating, and updating the plan. Prescribing an update schedule establishes an opportunity to reevaluate recommendations, monitor the impacts of actions that have been accomplished, and determine if there is a need to change the focus of mitigation strategies. DMA compliance is contingent on meeting the plan update requirement. A jurisdiction covered by a plan that has expired is not able to pursue federal funding for which a current hazard mitigation plan is a prerequisite under the Robert T. Stafford Act.

## **2.4 THE UPDATED PLAN—WHAT IS DIFFERENT?**

Due to the success of the initial plan, no major changes were made to the plan's approach and function. The plan has been enhanced using recent best available data and technology, especially in the risk assessment. The format of the plan has been enhanced so that there is consistency of discussion points on each hazard of concern. Additionally, the format has been changed to address required elements for plan updates. Based on recommendations from FEMA Region IX during the review of the initial plan, a new hazard of concern—dam failure—has been assessed in this update (the initial plan discussed dam failure as a subset of the flood hazard). With funding from a FEMA planning grant, the City completed a comprehensive assessment of the risk associated with the dam failure hazard (see Appendix E).

The plan update followed the same basic planning process as was followed under the initial effort. A Steering Committee was once again the critical planning component in the process. Table 2-1 indicates the major changes between the two plans as they relate to 44CFR planning requirements.

**TABLE 2-1.  
PLAN CHANGES CROSSWALK**

44CFR Requirement	Initial Plan	2011 Plan
<p>§201.6(c)(5): [The local hazard mitigation plan shall include] documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., City Council, County Commissioner, Tribal Council).</p>	<p>Chapter 20 of the plan includes a copy of the final resolution adopting the plan as well as the plan review and adoption protocol followed by the City.</p>	<p>This same information has been moved to Chapter 6 in the 2011 plan.</p>
<p>§201.6(b): In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process shall include:</p> <ul style="list-style-type: none"> <li>(1) An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;</li> <li>(2) An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and</li> <li>(3) Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.</li> </ul>	<p>Chapters 1 through 4 describe the planning process, including organizing resources and public involvement. The development process for this plan followed the CRS 10-Step planning process.</p>	<p>Chapters 3 through 5 describe the planning process, including organizing resources and public involvement. The development process for this plan followed the CRS 10-Step planning process.</p>
<p>§201.6(c)(2): The plan shall include a risk assessment that provides the factual basis for activities proposed in the strategy to reduce losses from identified hazards. Local risk assessments must provide sufficient information to enable the jurisdiction to identify and prioritize appropriate mitigation actions to reduce losses from identified hazards.</p>	<p>Chapters 5 through 15 present a comprehensive risk assessment for the planning area that looks at eight hazards of concern: drought, earthquake, flood, human caused, human health, landslide, severe weather and wildfire. The plan also includes a profile of the City of Roseville, discussion of the methodology used to complete the risk assessment, and a section that ranks risk within the planning area.</p>	<p>Chapters 8 through 20 present a comprehensive risk assessment for the planning area that looks at nine hazards of concern: dam failure, drought, earthquake, flood, human caused, human health, landslide, severe weather and wildfire. The update also includes a profile of the City of Roseville, discussion of the methodology used to complete the risk assessment, and a section that ranks risk within the planning area.</p>

**TABLE 2-1 (continued).  
PLAN CHANGES CROSSWALK**

44CFR Requirement	Initial Plan	2011 Plan
<p>§201.6(c)(2)(i): [The risk assessment shall include a] description of the ... location and extent of all natural hazards that can affect the jurisdiction. The plan shall include information on previous occurrences of hazard events and on the probability of future hazard events.</p>	<p>Each hazard of concern in Part 2 of the plan includes mapping that illustrates the extent and location of each hazard. Some hazards include more than one map</p>	<p>Chapters 10 through 19 present a comprehensive risk assessment of each hazard of concern. Each chapter is broken down into the following components:</p> <ul style="list-style-type: none"> <li>• Hazard profile, including maps of extent and location, historical occurrences, frequency, severity and warning time</li> <li>• Secondary hazards</li> <li>• Climate change impacts</li> <li>• Exposure of people, property, critical facilities and environment</li> <li>• Vulnerability of people, property, critical facilities and environment</li> <li>• Future trends in development</li> <li>• Scenarios</li> <li>• Issues</li> </ul>
<p>§201.6(c)(2)(ii): [The risk assessment shall include a] description of the jurisdiction’s vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description shall include an overall summary of each hazard and its impact on the community</p>	<p>The vulnerability of each hazard of concern was assessed using GIS applications. A HAZUS Level-1 analysis using version MR-1 was completed for the earthquake and flood hazards.</p>	<p>Vulnerability was assessed for all hazards of concern. The HAZUS-MH (version MR-4) computer model was used for the dam failure, earthquake, and flood hazards. These were Level 2 analyses using city and county data. “User defined” analysis techniques were applied to the flood and dam failure hazards. Additionally, site-specific data on City-identified critical facilities was entered into the HAZUS model. HAZUS-MH outputs were generated for other hazards by applying an estimated damage function to affected assets. The asset inventory was extracted from the HAZUS-MH model. Best available data was utilized for all analyses.</p>
<p>§201.6(c)(2)(ii): [The risk assessment] must also address National Flood Insurance Program insured structures that have been repetitively damaged floods</p>	<p>Section 9.3.7 of the plan included a repetitive loss area analysis per the CRS planning criteria.</p>	<p>This section has been carried over to the 2011 plan. The data has been validated using the most current repetitive loss data from ISO and FEMA. Once again, this section was completed according to the CRS criteria.</p>
<p>§201.6(c)(2)(ii)(A): The plan should describe vulnerability in terms of the types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard area</p>	<p>A complete inventory of the numbers and types of structures was developed using assessor’s data and GIS applications. An enhanced definition for critical facilities was used by the Steering Committee.</p>	<p>A complete inventory of the numbers and types of buildings exposed was generated for each hazard of concern. The Steering Committee defined “critical facilities” as they pertained to the planning area, and these facilities were inventoried by exposure. Each hazard chapter provides a discussion on future development trends as they pertain to each hazard</p>

**TABLE 2-1 (continued).  
PLAN CHANGES CROSSWALK**

44CFR Requirement	Initial Plan	2011 Plan
<p>§201.6(c)(2)(ii)(B): [The plan should describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(i)(A) of this section and a description of the methodology used to prepare the estimate.</p>	<p>Loss estimates were generated for the earthquake and flood hazards using HAZUS-MH. Vulnerability for the other hazards of concern was discussed anecdotally with an emphasis on historical damages.</p>	<p>Loss estimations in terms of dollar loss were generated for all hazards of concern. These were generated by HAZUS-MH for the dam failure, earthquake, and flood hazards. For the other hazards, loss estimates were generated by applying a regionally relevant damage function to the exposed inventory. In all cases, a damage function was applied to an asset inventory. The asset inventory was the same for all hazards and was generated in the HAZUS-MH model.</p>
<p>§201.6(c)(2)(ii)(C): [The plan should describe vulnerability in terms of] providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.</p>	<p>Each hazard chapter provides a discussion of future development trends with an emphasis on current land use policies dictated by the City's General Plan (Safety element)</p>	<p>This section has been carried over to the 2011 plan. The data has been updated to reflect the current status of the City's General plan.</p>
<p>§201.6(c)(3): The plan shall include a 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, and its ability to expand on and improve these existing tools.</p>	<p>The plan identifies 67 mitigation initiatives, which were segregated by the type of hazard the action will address. Each action identified a lead agency, timeline for completion, estimated costs, sources for funding, the goals met and the objectives met by the initiative.</p>	<p>The 2011 plan has identified 63 actions, including 51 actions carried over from the initial plan. The action plan matrix has been revised to provide a clearer tie to action prioritization as well as providing a status report on the actions carried over from the initial plan. Once again, the action plan identifies: a lead agency, time-line for completion, estimated costs, and sources for funding.</p>
<p>§201.6(c)(3)(i): [The hazard mitigation strategy shall include a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.</p>	<p>The Steering Committee identified seven goals and 10 objectives, as described in Chapter 15 of the plan.</p>	<p>The Steering Committee reviewed the original goals and objectives from the initial plan and determined that they are still relevant for the 2011 plan. It was the consensus of the Committee to enhance Goal #7 to deal with the probable impacts of climate change.</p>

**TABLE 2-1 (continued).  
PLAN CHANGES CROSSWALK**

44CFR Requirement	Initial Plan	2011 Plan
<p>§201.6(c)(3)(ii): [The mitigation strategy shall include a] section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure.</p>	<p>A catalog of mitigation alternatives was developed via a facilitated planning process that looked at strengths, weaknesses, obstacles, and opportunities within the planning area. This catalog supported the City in identification of actions for the plan.</p>	<p>An enhanced mitigation catalog was used by the City during the update process. The catalog supported the City as it did during the initial plan development process. Additionally, a matrix showing an analysis of mitigation initiatives was added to the plan to illustrate which of six mitigation categories each initiative meets. This illustrates the comprehensive range of actions identified.</p>
<p>§201.6(c)(3)(ii): [The mitigation strategy] must also address the jurisdiction’s participation in the National Flood Insurance Program, and continued compliance with the program’s requirements, as appropriate.</p>	<p>This was not a planning requirement when the initial plan was done.</p>	<p>The City has identified actions to maintain its compliance with the National Flood Insurance Program, as well as its current standing as the nation’s only CRS Class 1 community.</p>
<p>§201.6(c)(3)(iii): [The mitigation strategy section shall include] an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the local jurisdiction. Prioritization shall include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs.</p>	<p>Each recommended initiative is prioritized using a qualitative methodology that looked at the objectives the project will meet, the timeline for completion, how the project will be funded, the impact of the project, the benefits of the project and the costs of the project. This scheme is detailed in Chapter 18.</p>	<p>The same prioritization scheme was carried over to the 2011 plan.</p>
<p>§201.6(c)(4)(i): [The plan maintenance process shall include a] section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.</p>	<p>Chapter 19 details a plan maintenance strategy that includes maintaining a steering committee, annual progress reporting, a 5-year update protocol, a strategy for continuing public involvement, and methods for incorporation into other planning mechanisms.</p>	<p>The initial plan maintenance strategy has been carried over to the 2011 plan.</p>

<b>TABLE 2-1 (continued). PLAN CHANGES CROSSWALK</b>		
44CFR Requirement	Initial Plan	2011 Plan
<p>§201.6(c)(4)(ii): [The plan shall include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.</p>	<p>Chapter 7 details recommendations for incorporating the plan into other planning components such as:</p> <ul style="list-style-type: none"> <li>• City emergency response plan</li> <li>• Capital Improvement Programs</li> <li>• Roseville municipal code</li> <li>• Community design guidelines</li> <li>• Water-efficient landscape design guidelines</li> <li>• Stormwater management program</li> <li>• Water system vulnerability assessment</li> <li>• Sacramento Urban Area Security Initiative</li> </ul>	<p>The initial plan maintenance strategy has been carried over to the 2011 plan. It was updated to reflect current programs</p>
<p>§201.6(c)(4)(iii): [The plan maintenance process shall include a] discussion on how the community will continue public participation in the plan maintenance process.</p>	<p>Chapter 19 details a strategy for continuing public involvement such as:</p> <ul style="list-style-type: none"> <li>• Website</li> <li>• Libraries</li> <li>• Publication of annual progress report</li> </ul>	<p>The initial plan maintenance strategy has been carried over to the 2011 plan.</p>



## **CHAPTER 3. PLAN UPDATE METHODOLOGY**

### **3.1 PLAN UPDATES**

Local governments are required by 44CFR §201.6(d)(3) to review and revise their hazard mitigation plans and resubmit them for approval within 5 years in order to remain eligible for mitigation project grant funding. FEMA's July 2008 *Local Hazard Mitigation Planning Guidance* outlines the requirements for updates. This guidance outlines five phases:

- Phase 1—Organize resources
- Phase 2—Update the risk assessment
- Phase 3—Engage the public
- Phase 4—Assemble the updated plan
- Phase 5—Plan adoption/implementation.

Chapter 4 provides a detailed discussion of the public involvement strategy deployed for the 2011 plan (Phase 3). The other phases are discussed in the following sections.

### **3.2 PLANNING RESOURCE ORGANIZATION**

The first phase in the update of the plan was to organize the needed resources. This phase had the following primary objectives:

- Secure grant funding
- Form a planning team
- Confirm political support for the process
- Establish a steering committee
- Coordinate with other agencies
- Review existing programs.

#### **3.2.1 Grant Funding**

The planning effort was supplemented by a grant from FEMA's Pre-Disaster Mitigation Grant Program, which supports pre-disaster hazard mitigation efforts with funds appropriated annually by Congress. The grant was funded in 2009. It covered 75 percent of the cost for development of this plan update.

#### **3.2.2 Formation of the Planning Team**

The City hired Tetra Tech, Inc. as a consultant to assist with development and implementation of the 2011 plan. The Tetra Tech project manager assumed the role of the lead project planner and reported directly to a City project manager. Once the technical assistance was secured, a planning team made up of the following members was formed to lead the planning effort:

- Julia Burrows (Roseville City Manager's Office)—Deputy City Manager, project oversight
- Carl Walker (City of Roseville Department of Public Works)—Floodplain Management

- Garth Gaylord (City of Roseville Department of Public Works)—Floodplain Management
- Mike Isom (City of Roseville Planning Department)-City Planning Lead
- Rob Flaner (Tetra Tech)—Lead project planner
- Ed Whitford (Tetra Tech)—HAZUS-MH/GIS lead
- Cara Murphy (Tetra Tech)—HAZUS-MH/GIS support
- Laura Hendrix (Tetra Tech)—Hazard Identification and profiling
- Dan Portman (Tetra Tech)—Lead editor.

### 3.2.3 Confirming Political Support

This plan update process had the full support of Roseville City Council. The City Council has been fully engaged with implementation of the Roseville Hazard Mitigation Plan through review of annual progress reports. The City Council also reviewed and approved the proposal submitted by Tetra Tech to facilitate the plan update process. Council was briefed on the plan update process and confirmed the makeup of the Steering Committee during Council proceedings on July 20, 2009.

### 3.2.4 The Steering Committee

Hazard mitigation planning is one of the best ways to enhance collaboration and gain support among the parties whose interests might be affected by hazard losses. By working together, a broad range of stakeholders can identify and create partnerships that pool resources to achieve a common vision for the community. The Steering Committee that oversaw the development of the initial plan remained intact during the initial performance period of the plan and then provided oversight for the 2011 plan. For the update process, some new members were added while some previous members left the committee. Table 3-1 lists the Steering Committee members, approved by the City Council.

Leadership roles and ground rules were reconfirmed during the Steering Committee's initial meeting for the plan update on August 26, 2009. The Steering Committee agreed to meet on the fourth Wednesday of every month as needed throughout the course of the 2011 plan's development. The planning team facilitated each Steering Committee meeting, which addressed a set of objectives based on the work plan established for the update. The Steering Committee met eight times from August 2009 through September 2010. Meeting agendas, minutes and attendance logs are available for review. All Steering Committee meetings were open to the public and agendas and meeting minutes were posted to the web.

### 3.2.5 Coordination with Other Agencies

Coordination with other local, state and federal agencies involved in hazard mitigation in the region helped to ensure a consistent platform with other ongoing efforts. 44CFR requires that opportunities for involvement in the planning process be provided to neighboring communities, local and regional agencies involved in hazard mitigation, agencies with authority to regulate development, businesses, academia, and other interests (Section 201.6.b.2). Agency coordination was accomplished as follows:

- **Steering Committee Involvement**—Agency representatives were invited to participate on the Steering Committee.
- **Coordination with Placer County**—Placer County had just finished updating its multi-jurisdictional hazard mitigation plan and was invited to join the Steering Committee. County staff were able to provide insight into lessons learned through the County's update process. The County's involvement also allowed for integration between the two plans, which did not exist for the initial plan.

**TABLE 3-1.  
STEERING COMMITTEE MEMBERS**

Name	Title	Jurisdiction/Agency
Grace Keller <sup>a</sup>	Citizen	Community Emergency Response Team
Rita Brohman <sup>b</sup>	Citizen	Faith Based Representative
Julia Burrows	Deputy City Manager	City of Roseville- City Manager’s Office
Mike Isom	Senior Planner	The City of Roseville-Planning
Carl Walker	Senior Civil Engineer	The City of Roseville-Public Works
Garth Gaylord	Senior Civil Engineer	The City of Roseville-Public Works
Dean Grundy	Battalion Chief	Roseville Fire Department
Ben Salo	Manager, Hazardous Materials	Union Pacific
Barbara Todd	Emergency Management Coordinator	Sutter Roseville Medical Center
Chris Wooden	Safety Manager	Sure West Communications
Rui Cuhna	Program Manager	Placer County Office of Emergency Services
Rod Rodriguez	Senior Emergency Services Specialist	Placer County Office of Emergency Services
Clair Alway	Citizen	Floodplain Resident
Jim Williams	Citizen	Roseville Coalition of Neighborhood Associations
George Booth	Citizen	Sacramento Department of Water Resources and Roseville resident
a. Steering Committee Chairperson		b. Steering Committee Vice Chairperson

- **Agency Notification**—The following agencies were invited to participate in the process from the beginning and were kept apprised of plan development milestones:
  - FEMA Region IX
  - California Emergency Management Agency (CalEMA)
  - California Department of Water Resources
  - Placer County Office of Emergency Services
  - Placer County Flood Control District (PCFCD)
  - Placer County Office of Education
  - Sacramento County Department of Water Resources
  - City of Rocklin
  - City of Citrus Heights
  - Roseville Joint Union High School District
  - Eureka School District
  - U.S. Bureau of Reclamation

All of these agencies received meeting announcements, meeting agendas, and meeting minutes by e-mail throughout the plan development process. This approach proved to be beneficial when these agencies supported the effort by attending meetings or providing feedback on issues. All of these agencies were also informed about the plan update web page for up-to-date information.

- **Pre-adoption Review**—All the agencies listed above were provided means to review and comment on the mitigation action plan for the 2011 plan. The predominant means for this

review was through the project webpage. Each agency was sent an e-mail message informing them that draft portions of the update were available for review. In addition, the complete draft plan was sent for a pre-adoption review to FEMA Region IX, the ISO, and the Placer County Office of Emergency Services (OES).

### **3.2.6 Review of Existing Programs**

44CFR states that hazard mitigation planning must include review and incorporation, if appropriate, of existing plans, studies, reports and technical information (Section 201.6.b(3)). Chapter 9 of this plan provides a review of laws and ordinances in effect within the planning area that can affect hazard mitigation initiatives. An assessment of the City's regulatory, technical and financial capabilities to implement hazard mitigation initiatives is presented in Chapter 21. Many of these relevant plans, studies and regulations are cited in the capability assessment.

Of particular interest for the plan update effort are the City of Roseville General Plan, the City of Roseville Emergency Response Plan (an emergency support function-based plan that directs emergency response actions in the planning area), and the State of California 2007 Hazard Mitigation Plan.

One of the Steering Committee's first action items was to review the State of California Hazard Mitigation Plan and all of the progress reports completed during the performance period for the initial plan. The Steering Committee identified hazards listed in the state plan to which Roseville area is susceptible, in order to determine if there was a need to expand the scope of the risk assessment. The committee also reviewed the goals, objectives and strategies of the state plan in order to select goals, objectives and actions for the plan that are consistent with those of the state.

Each annual progress report for the initial plan contains a section that recommends changes or enhancements to the plan or plan development process. These reports effectively completed a key step of the plan update process before the update process began—identifying needs for changes or enhancements.

## **3.3 RISK ASSESSMENT UPDATE**

Planning regulation requires local jurisdictions to provide sufficient hazard and risk information from which to identify and prioritize appropriate actions to reduce losses from identified hazards. This includes detailed descriptions of all the hazards that could affect the jurisdiction, along with an analysis of the jurisdiction's vulnerability to those hazards. The update of the risk assessment is typically the most involved part of the overall plan update process.

FEMA planning guidance specifies comprehensive updates to the risk assessment portion of local hazard mitigation plans if there have been new technical data pertaining to a hazard developed by a credible source since the plan's initial development. Updated risk assessment efforts for the 2011 plan included the following:

- Following the recommendation from FEMA Region IX, the dam failure hazard was added to the list of hazards of concern due to the exposure potential from Folsom Dam.
- New technology was used to enhance the risk assessments for the earthquake and flood hazards using FEMA's HAZUS-MH risk assessment platform (version MR-4).
- All hazards of concern were updated with new relevant data.

A detailed description of the methodology deployed in the update of the risk assessment is provided in Chapter 8.

### **3.4 ASSEMBLE THE UPDATED PLAN**

The base format of the initial plan was maintained in the 2011 plan. However, enhancements were made to include the following components:

- The update describes the process used to review and analyze each section of the plan.
- The update provides a discussion on how the public was kept apprised of the plan's actions during the initial performance period.
- The update describes the need for changes to the risk assessment and what changes were made in comparison to the initial plan.
- The update describes any changes to risk exposure due to either of the following:
  - Successful mitigation projects
  - Changes in land use due to annexation or new development.
- The update describes any changes to the action plan and the reasons for them.
- The update identifies the completed, deleted, or deferred actions or activities from the previously approved plan as a benchmark for progress. Further, the 2011 plan includes in its evaluation and prioritization any new mitigation actions identified since the previous plan
- To be compliant with California Assembly Bill 2140, the 2011 plan includes linkage with the City's general Plan. The bill encourages cities and counties, through the incentive of increased reimbursement of state public assistance project costs, to create local hazard mitigation plans and to adopt them as part of the safety element of their general plans.
- A linkage has been established between the City's recently completed emergency operations Plan and the 2011 Multi-Hazard Mitigation Plan.

### **3.5 PLAN DEVELOPMENT CHRONOLOGY/MILESTONES**

Table 3-2 summarizes important milestones in the plan update process.

**TABLE 3-2.  
PLAN DEVELOPMENT CHRONOLOGY/MILESTONES**

Date	Event	Description	Attendance
<b>2008</b>			
9/30	CRS re-verification visit	City undergoes its first re-verification visit as the nation's only CRS Class 1 community. The Class 1 is re-verified by this process.	N/A
11/12	City grant application to the Pre-Disaster Mitigation Grant Program	City seeks to secure funding for plan update process	N/A
<b>2009</b>			
April	FEMA approval of PDMC-PL-09-CA-2009-036 grant application and funding awarded	Hazard mitigation planning grant funds secured	N/A
6/24	Solicitation for planning consultant	City seeks technical assistance for the plan update	N/A
8/12	Selection of Tetra Tech as plan facilitation consultant	Technical assistance secured	N/A
8/26	1st Steering Committee meeting	<ul style="list-style-type: none"> <li>• Reconfirm Steering Committee organization/ground rules</li> <li>• Review the plan update work plan</li> <li>• Risk assessment update</li> <li>• Review progress reports and state plan</li> </ul>	18
9/23	2nd Steering Committee Meeting	<ul style="list-style-type: none"> <li>• Provide comment on state and county plans</li> <li>• Progress report update</li> <li>• Review of other plans/programs</li> <li>• Review goals and objectives</li> <li>• Outreach strategy</li> </ul>	16
10.28	3rd Steering Committee meeting	<ul style="list-style-type: none"> <li>• Review FEMA plan update requirements</li> <li>• Review final goals and objectives</li> <li>• Risk assessment update</li> <li>• Review of other plans/programs</li> <li>• Outreach strategy</li> </ul>	13
12/9	4th Steering Committee meeting	<ul style="list-style-type: none"> <li>• FY 2009 progress report</li> <li>• Review first-run HAZUS results</li> <li>• Dam failure update</li> <li>• Outreach strategy update</li> <li>• Review of emergency operations plan</li> </ul>	17

**TABLE 3-2 (continued).  
PLAN DEVELOPMENT CHRONOLOGY/MILESTONES**

Date	Event	Description	Attendance
<b>2010</b>			
1/27	5th Steering Committee meeting	<ul style="list-style-type: none"> <li>Finalize FY 2009 progress report</li> <li>Risk assessment update</li> <li>Outreach strategy update</li> <li>Public meeting</li> <li>Comment emergency operations plan</li> </ul>	14
1/29	<i>Focus</i> show about hazard mitigation	The <i>Focus</i> program, hosted by Vice Mayor Pauline Rocucci with guests Dean Grundy, Gene Paolini, Julia Burrows and Rhon Herndon, covered the topics of hazard mitigation, seismic, flood control and emergency preparedness. The <i>Focus</i> show can be streamed via the City website or viewed on the City's cable channels 14 or 73.	N/A
2/23	Hazard mitigation questionnaire deployed electronically	Electronic survey deployed using Survey Monkey. Notice of the survey availability posted on City website as well	
2/27	Public information open house	Public open house held at the Rock of Roseville, 725 Vernon Street, Roseville from 9:00 AM to 12:00 PM. Risk assessment data shared with the public as well as distribution of the questionnaire.	36
6/23	6th Steering Committee meeting	<ul style="list-style-type: none"> <li>Planning team re-organization</li> <li>Risk assessment update</li> <li>Critical facilities review</li> <li>Draft plan timeline</li> <li>Final public outreach</li> </ul>	15
11/12	Internal review draft	The internal review draft of the plan is completed and circulated to the Steering Committee	N/A
12/1	7th Steering Committee meeting	<ul style="list-style-type: none"> <li>Provide comments on draft plan</li> <li>Determine final public meeting schedule</li> </ul>	10
12/15	Public Comment Period opens	<ul style="list-style-type: none"> <li>Draft plan posted on Hazard Mitigation Plan website.</li> <li>Press release advertising public comment period</li> </ul>	N/A
TBD	Final public meeting to present draft plan	TBD	TBD
TBD	Pre-adoption review submittal	A pre-adoption review draft was submitted to CalEMA and ISO for the CRS review, for their review and approval prior to adoption by the City..	N/A
TBD	Pre-adoption approval	Pre-adoption approval of draft plan granted by both CalEMA and FEMA region IX	N/A
TBD	Adoption	Roseville City Council formally adopts the 2011 Multi-Hazard Mitigation Plan.	N/A
TBD	Final approval	Upon receipt of the proof of adoption, FEMA Region IX granted final approval of the 2011 plan.	N/A



## **CHAPTER 4. PUBLIC INVOLVEMENT**

It is important to include broad public participation in the planning process in order to solicit different points of view about the City's needs. 44CFR requires that the public have opportunities to comment on disaster mitigation plans during the drafting stages and prior to plan approval (Section 201.6.b.1). The CRS gives credits for optional additional public involvement activities.

The Steering Committee drafted a comprehensive public involvement strategy for this update using multiple media sources. This strategy was built upon the Steering Committee's perception of what was effective during development of the initial plan. The planning team identified stakeholders to target through the multi-disciplinary public involvement strategy.

### **4.1 STRATEGY**

The strategy for involving the public in the development of the plan emphasized the following elements:

- Include members of the public on the Steering Committee.
- As was done for the initial plan, use a questionnaire to re-assess the public's perception of risk and support of hazard mitigation and to get direction on alternatives. Hold public meetings to describe the plan update process and progress and to collect input from a wide range of the public.
- Attempt to reach as many citizens in the planning area as possible through the use of multiple media.

#### **4.1.1 Steering Committee**

Thirteen of the 15 members of the Steering Committee live or work in the City of Roseville. This body has provided a mechanism for continuing public involvement in the maintenance of the plan by meeting annually to monitor the progress of the plan implementation and creating annual progress reports. The ongoing participation of some members from the time that the initial plan was developed provided a valuable historical perspective for the committee during the update process. All Steering Committee meetings were open to the public and advertised on the City's hazard mitigation plan website. The Steering Committee met nine times during the course of the plan update process. None of the meetings were attended by members of the public, except for citizens serving on the steering committee.

#### **4.1.2 Questionnaire**

The Steering Committee elected to use a survey for the update process to collect new information from the public about household preparedness for hazards, the level of knowledge about tools and techniques for reducing loss from hazards, and areas of public concern about hazards. The questionnaire used some of the same questions asked on the initial survey, which helped to show whether citizens' perception of risk and vulnerability has changed over the last 5 years. The survey also asked some new questions to support the plan update process.

The survey asked 38 quantifiable questions and provided opportunities for written comment. The web-based survey tool "Survey Monkey" was utilized to set up and deploy the survey. The survey was made available to all citizens of Roseville via a web-link posted on the City's website and advertised via press releases and other components of the public outreach strategy. Hard copies of the survey were made

available for public meetings. Over 50 surveys were completed during the course of the plan update process. The questionnaire and a summary of its findings are provided in Appendix B

### 4.1.3 Public Meetings

A public meeting was held at the beginning of the update process to introduce the process, to share the results of the revised risk assessment, and to gauge the public's perception of risk. A final public meeting was held at the end of the process to provide the public an opportunity to comment on the draft plan.

#### Public Meeting #1

This meeting was held on Saturday, February 27, 2010 from 9:00 a.m. to noon at the Rock of Roseville, 725 Vernon Street (see Figures 4-1 through 4-4). This was an open-house-format meeting, allowing citizens to come and go as they pleased during the meeting time frame. Free H1N1 flu vaccinations were offered to those in attendance to support mitigation of human health hazards.



Figure 4-1. Planning Team Presentation



Figure 4-2. Community Emergency Response Team Information Table



Figure 4-3. HAZUS-MH Work Station



Figure 4-4. Sample Printout from Work Station

The principal objective of the meeting was to share the results of the revised risk assessment with the public, then gauge their perception of risk by having them complete a questionnaire. A 45-minute

presentation was given by the planning team, and attendees were provided the opportunity view the recently taped *Focus* program on hazard mitigation, which played continuously on monitors at the facility during the meeting. HAZUS-MH work stations were set up, allowing citizens to see information on their property, including exposure and damage estimates for dam failure, earthquake and flood events. Participating property owners were provided printouts of this information for their properties. This tool was highly effective in illustrating risk to the public. This meeting was well attended, with 36 in attendance, not counting planning team and presenters. Local media outlets were informed of this open house by a formal press release from the City and by the *Focus* show aired on the City's TV network prior to the open house.

### **Public Meeting #2**

Once the draft updated plan was assembled, a comment period for public input was open from December 15, 2010 through December 31, 2010. The public comment period was advertised via multiple press-releases from the City. A public comment link was established on the City's Hazard Mitigation Plan website. During this public comment period, the City received [ ] formal public comments on the draft plan.

Following the public comment period and prior to City Council review and adoption, the public was given a further opportunity to provide comment on the draft plan at a public hearing on [ ], 2010. Notice of this meeting was provided via standard City Council meeting protocol. Members of the planning team gave a presentation to the City Council that outlined the reasons for the initial plan and its update, the update process, and the key recommendations of the 2011 plan, followed by an opportunity for questions and answers. All attendees were given a copy of the executive summary for the 2011 plan. Due to the size of the plan, attendees were encouraged to review the entire document on-line at the City website.

## **4.1.4 Use of Media**

### **Press Releases**

Press releases were distributed over the course of the 2011 plan's development as key milestones were achieved and prior to each public meeting.

### **Internet**

The City used its web-based capabilities to keep the public apprised of the plan update process. Upon completion of the initial plan, a permanent hazard mitigation plan website was established on the Roseville website (see Figure 4-5):

[http://www.roseville.ca.us/fire/emergency\\_preparedness/multi\\_hazard\\_mitigation\\_plan.asp](http://www.roseville.ca.us/fire/emergency_preparedness/multi_hazard_mitigation_plan.asp)

This page can be accessed from the City's home page using the site's search engine. This page housed all pertinent information on the hazard mitigation plan, its progress, and its implementation status. This site has proven to be a highly effective way for ongoing public access to the plan. The update scope of work was posted on the website during the update process, along with announcements of all key milestones of the plan update development. Steering Committee meeting announcements, agendas and meeting minutes were also made available on the site. This website also provided the principal means of dissemination of the questionnaire developed for the 2011 plan.

## Cable Television Coverage

The City produces a television show called *Focus*, which is broadcast over a cable television channel used to broadcast important City government events (Comcast Channel 14 & Sure West Channel 73). The show's format is a question-and-answer session conducted by a Roseville City Council member with an invited guest. The January 29, 2010 *Focus* program addressed hazard mitigation planning, seismic hazard mitigation, flood control and emergency preparedness. Key members of the Steering Committee as well as city staff were interviewed about the hazard mitigation plan and emergency preparedness in Roseville. This program was replayed according to a schedule and was available to the public any time on the City website (see Figure 4-6).

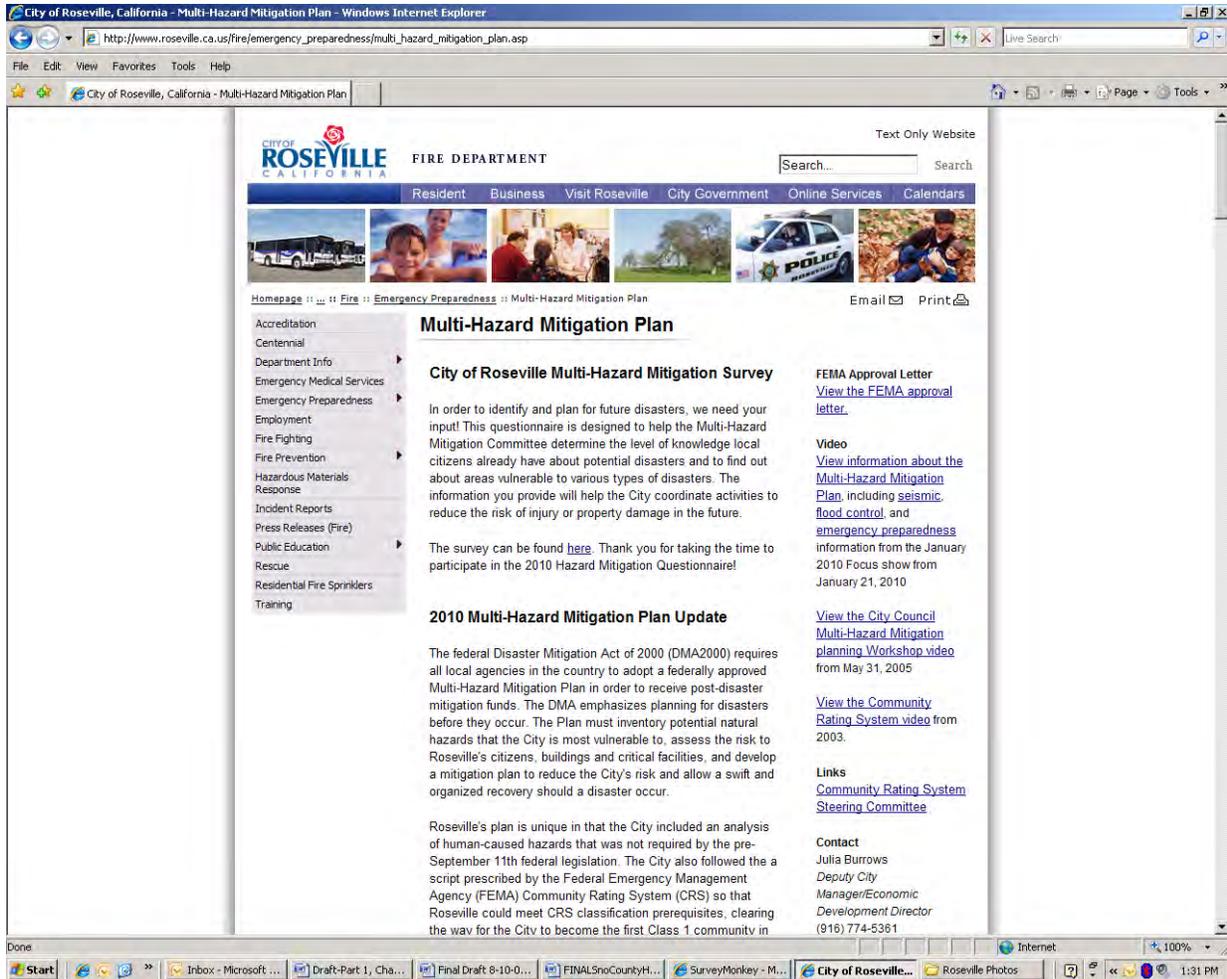


Figure 4-5. Sample Page from Hazard Mitigation Plan Web Site



Figure 4-6. Focus Show on Hazard Mitigation

## 4.2 PUBLIC INVOLVEMENT RESULTS

The public involvement strategy used for plan update introduced the concept of mitigation to the public and provided the Steering Committee with feedback to use in developing the 2011 plan. All citizens of Roseville were provided ample opportunities to provide comment during all phases of this plan update process. Details of attendance and comments received from the four public meetings are provided in Appendix C and summarized in Table 4-1. Detailed analysis of the questionnaire findings is presented in Appendix B; a summary is as follows:

- Number of hard copy questionnaires distributed—100
- Number of questionnaires returned at open house—5
- Number of questionnaires returned via internet—46
- Total questionnaires analyzed—51

**TABLE 4-1.  
SUMMARY OF PUBLIC MEETINGS**

Date	Location	Number of Citizens in Attendance	Number of Comments Received	Number of Questionnaires Received <sup>a</sup>
2/27/2010	The Rock of Roseville	36	2	5
<b>TBD</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>
<b>Total</b>				
a. Questionnaire was not available for these events.				

# CHAPTER 5. GOALS AND OBJECTIVES

## 5.1 BACKGROUND

44CFR requires local hazard mitigation plans to identify goals for reducing or avoiding long-term vulnerabilities to identified hazards (Section 201.6.c.3.i). For the purposes of this plan, goals and objectives are defined as follows:

- **Goals** are general guidelines that explain what is to be achieved. They are usually broad-based, policy-type statements, long-term, and represent global visions. Goals help define the benefits that the plan is trying to achieve. The success of the hazard mitigation plan should be measured by the degree to which its goals have been met (that is, by the actual benefits in terms of hazard mitigation).
- **Objectives** are short-term aims which, when combined, form a strategy or course of action to meet a goal. Unlike goals, objectives are specific and measurable.

The City of Roseville developed goals and objectives for the initial plan through discussions, research, and meetings of the Steering Committee and based on input from stakeholders and the public. Information for this process was garnered from the public involvement strategy, the risk assessment, and review of the California and Placer County hazard mitigation plans.

The Steering Committee identified seven goals, working from a catalog of goal statements created through review of other similar plans and FEMA planning guidance. Once the goals were established, objectives that meet multiple goals were selected through a similar exercise.

For the 2011 plan, the Steering Committee reviewed the goals and objectives established for the initial plan to determine if they still fulfill the vision of reducing risk in the planning area. It was determined that the goals and objectives are still relevant to the vision, with Goal #7 to be enhanced to address possible impacts of climate change.

## 5.2 GOALS

The goals for the 2011 plan are as follows:

- G-1: Protect lives and reduce injury.
- G-2: Promote hazard mitigation as an integrated policy.
- G-3: Protect the continuity of local government to ensure no significant disruption of services during or due to a disaster.
- G-4: Improve community emergency management preparedness, collaboration and outreach.
- G-5: Minimize or reduce damage to property, including critical facilities.
- G-6: Develop and implement mitigation strategies that optimize public funds in an efficient and cost-effective way.
- G-7: Maintain, enhance, and restore the natural environment's capacity to deal with the impacts of natural hazards, taking into account the potential impacts of global climate change.

### 5.3 OBJECTIVES

The Steering Committee selected the objectives listed in Table 5-1 to meet multiple goals. The objectives serve as a stand-alone measurement of a mitigation action rather than as a subset of a goal. Achievement of the objectives is a measure of the effectiveness of a mitigation strategy. The objectives are also used to help establish priorities.

<b>TABLE 5-1. OBJECTIVES FOR 2011 MULTI-HAZARD MITIGATION PLAN</b>		
Objective Number	Objective Statement	Goals for which it can be applied
O-1	Consider the impacts of hazards on future land uses in the City of Roseville by coordinating with other planning mechanisms such as the general plan and land-use code development.	1, 2, 5, 7
O-2	Protect and sustain reliable local emergency operations and communication facilities during and after disasters.	1, 3, 4
O-3	Develop new or enhance existing early warning response systems and plans.	1, 3, 4, 5
O-4	Seek to enhance emergency response capabilities through improvements to infrastructure and City programs.	1, 4, 5
O-5	Enhance the understanding of all hazards that impact the City of Roseville and the risk they pose.	1, 3, 4, 5, 7
O-6	Seek mitigation projects that provide the highest degree of hazard protection at the least cost.	1, 5, 6
O-7	Seek to update information on natural, environmental, and human-caused hazards, vulnerabilities, and mitigation measures by coordinating planning efforts and creating partnerships with appropriate local, county, state, and federal agencies.	1, 2, 3, 4, 5, 7
O-8	Seek to implement codes, standards, and policies that will protect life and property, including natural habitat, from the impacts of hazards within the City of Roseville.	1, 2, 3, 5, 6
O-9	Educate the public on preparedness for and mitigation of potential impacts of hazards on the City of Roseville.	1, 2, 4
O-10	Retrofit, purchase, or relocate structures in high hazard areas, including those known to be repetitively damaged.	3, 5, 6

# CHAPTER 6. PLAN ADOPTION

## 6.1 PRE-ADOPTION REVIEW

44CFR requires documentation that a hazard mitigation plan has been formally adopted by the governing body of the jurisdiction requesting federal approval of the plan (Section 201.6.c.5). This plan will be submitted to the California Emergency Management Agency (CalEMA) and the ISO prior to adoption for a pre-adoption review. Once the plan has been determined to comply with the criteria specified under the DMA, CalEMA will forward it to FEMA Region IX for review and approval.

ISO is responsible for determining compliance for the CRS program. Since this plan will be a key element in the City meeting the prescribed requirements for a CRS rating of Class 1, ISO will be asked to review the plan for CRS Activity 510 compliance. Once pre-adoption approval has been granted by CalEMA, FEMA Region IX and the ISO, the City will initiate its process to formally adopt the plan.

Simultaneous with the process described above, the draft action plan will be sent to the following agencies with a request for review and comment:

- Placer County Office of Emergency Services
- City of Rocklin
- Sacramento County Department of Water Resources
- California Department of Water Resources
- City of Citrus Heights
- Placer County Flood Control District.

## 6.2 ADOPTION

Pre-adoption approval of the plan was granted by CalEMA on [REDACTED], and by FEMA Region IX on [REDACTED].

The Roseville City Council adopted the plan through Resolution # [REDACTED] on [REDACTED], 2011. A copy of the resolution is provided in Figure 6-1.

Final FEMA approval was granted on [REDACTED], 2011. The City of Roseville is considered eligible for the benefits afforded under the Disaster Mitigation Act as of this date.

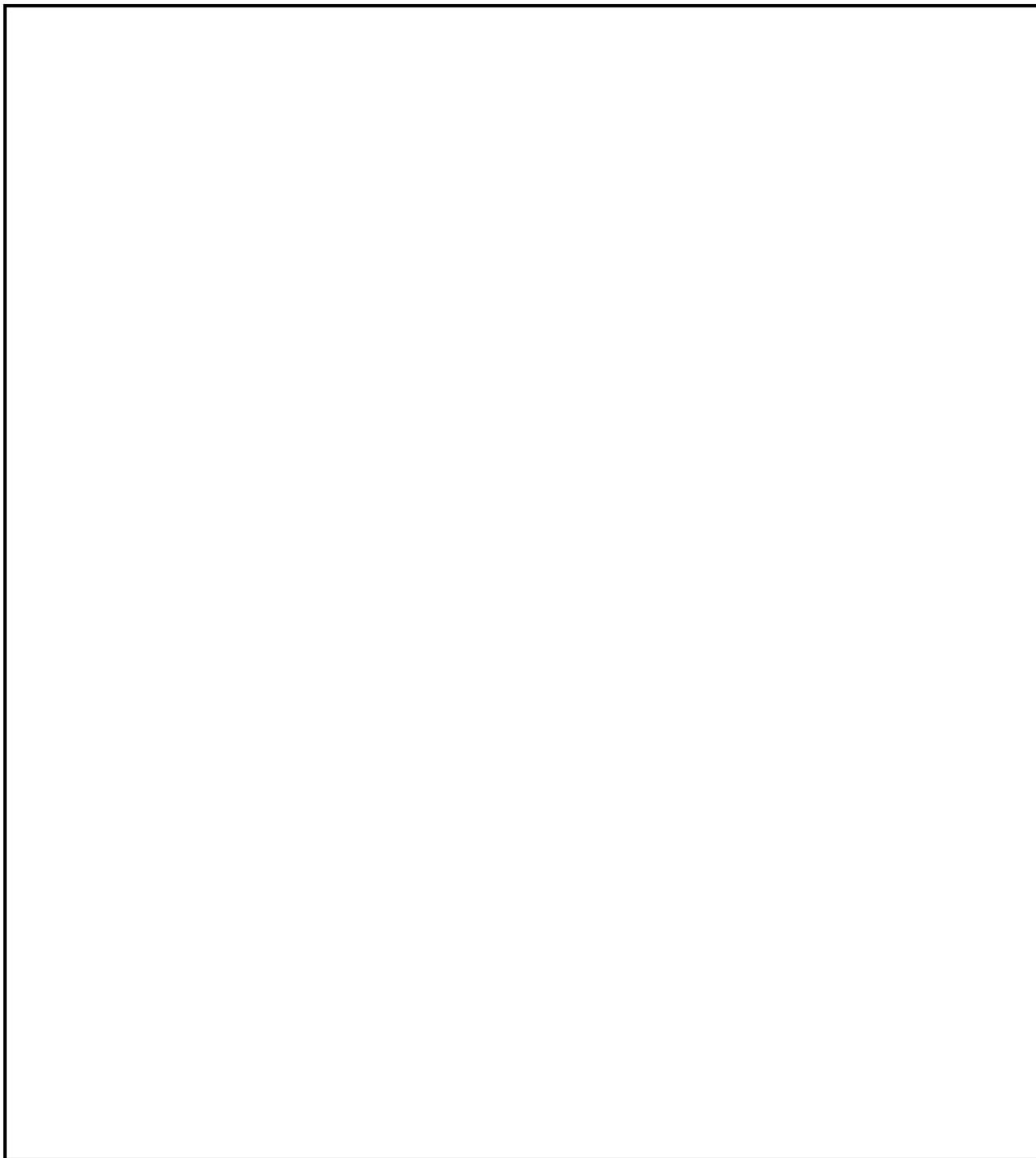


Figure 6-1. Resolution Adopting the Roseville Hazard Mitigation Plan

# **CHAPTER 7. PLAN MAINTENANCE STRATEGY**

## **7.1 OVERVIEW**

44CFR requires a hazard mitigation plan to present a plan maintenance strategy that includes the following (Section 201.6.c.4):

- A method and schedule for monitoring, evaluating, and updating the mitigation plan
- A process for incorporating the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate
- A strategy for continuing public participation through the plan maintenance process.

This chapter details the formal process that will ensure that the City of Roseville hazard mitigation plan remains an active and relevant document. The plan's format allows the City to review and update sections when new data become available. New data can be easily incorporated, resulting in a plan that will remain current and relevant.

## **7.2 PLAN IMPLEMENTATION**

The hazard mitigation plan includes a range of action items to reduce losses from hazard events. Together, the action items provide a framework for activities that the City can choose to implement over the next five years. The effectiveness of the plan depends on the incorporation of the action items into existing City plans, policies, and programs.

The Roseville City Manager's Office and the Planning and Redevelopment Department will be jointly responsible for overseeing the plan's implementation and maintenance through existing City programs. The Deputy City Manager or designated appointee will assume lead responsibility for facilitating plan implementation and maintenance meetings. Although the City Manager's Office will have primary department responsibility for review, coordination, and promotion, plan implementation and evaluation will be a shared responsibility among all departments and agencies identified as lead agencies in the mitigation action plan (see Chapter 21).

## **7.3 STEERING COMMITTEE**

The Steering Committee is a volunteer body that contributed greatly to the development of the initial and updated plans. The initial committee oversaw the development of the initial plan and made recommendations on key elements of the plan, including a maintenance strategy. An oversight committee with representation similar to the initial Steering Committee then took an active role in the maintenance strategy. By maintaining progress reports, and keeping the plan dynamic, Roseville was able to successfully complete many of the actions identified in the initial action plan. A reactivated Steering Committee then oversaw development of the 2011 plan.

The 2011 plan recommends that a Steering Committee of not more than 14 members, as determined by the Roseville City Manager's Office, remain involved in key elements of the maintenance strategy proposed in this chapter. The Steering Committee will convene annually to perform annual reviews of the updated plan and its implementation. The make-up of this Steering Committee will strive for no less than 50 percent representation from citizens, citizen groups, and stakeholders within the planning area. Previous and existing members will be given the option to remain involved in the process.

A technical subcommittee with a make-up similar to the subcommittee used for initial plan development could be used in the plan maintenance strategy, at the discretion of the planning team and the Steering Committee.

## **7.4 ANNUAL PROGRESS REPORT**

The minimum task of the annual Steering Committee meetings will be the evaluation of the progress of the 2011 plan. This review will include the following:

- Summary of any hazard events that occurred during the prior year and their impact on the planning area
- Review of successful mitigation initiatives identified in the 2011 plan
- Brief discussion about why targeted strategies were not completed
- Re-evaluation of the action plan to determine if the timeline for identified projects needs to be amended (such as changing a long-term project to a short-term project because of funding availability)
- Recommendations for new projects
- Changes in or potential for new funding options (grant opportunities)
- Impacts of any other planning programs or initiatives in the City that involve hazard mitigation

The planning team will create a template to guide the Steering Committee in preparing a progress report. The Steering Committee will provide feedback to the planning team on items included in the template. The planning team will then prepare a formal annual report on the progress of the 2011 plan. This report will be used as follows:

- Posted on the City website on the page dedicated to the hazard mitigation plan
- Provided to the local media through a press release
- Presented in the form of a report to the Roseville City Council.
- Provided as part of the CRS annual re-certification package.

The CRS program requires an annual recertification to be submitted by October 1 of every calendar year for which the community has not received a formal audit. To meet this recertification timeline, the planning team will strive to complete the progress report process between June and September every year.

## **7.5 PLAN UPDATE**

Section 201.6.d.3 of 44CFR requires that local hazard mitigation plans be reviewed, revised if appropriate, and resubmitted for approval in order to remain eligible for benefits awarded under the DMA. The City of Roseville intends to update its hazard mitigation plan on a 5-year cycle. This cycle may be accelerated to less than 5 years based on the following triggers:

- A Presidential Disaster Declaration that impacts the City of Roseville
- A hazard event that causes loss of life
- A comprehensive update of the City of Roseville general plan

It will not be the intent of this update process to start from scratch and develop a complete new hazard mitigation plan. Based on needs identified by the planning team, this update will, at a minimum, include the following elements:

- The update process will be convened through a Steering Committee.
- The hazard risk assessment will be reviewed and updated using best available information and technologies.
- The action plan will be reviewed and revised to account for any initiatives completed, dropped, or changed and to account for changes in the risk assessment or new City policies identified under other planning mechanisms, as appropriate (such as the general plan).
- The draft update will be sent to appropriate agencies and organizations for comment.
- The public will be given an opportunity to comment on the update prior to adoption.
- The Roseville City Council will adopt the updated plan.

## **7.6 CONTINUING PUBLIC INVOLVEMENT**

The public will continue to be apprised of hazard mitigation actions through the City website and by providing copies of the annual progress reports to the media. Copies of the 2011 plan will be distributed to the Roseville City Library System. Upon initiation of the update process, a new public involvement strategy will be initiated based on guidance from the Steering Committee. This strategy will be based on the needs and capabilities of the City at the time of the update. At a minimum, this strategy will include the use of local media outlets within the planning area.

## **7.7 INCORPORATION INTO OTHER PLANNING MECHANISMS**

The City began planning for the impacts of hazards through the safety element of its 1992 general plan. The hazard mitigation plan update process provided the City with an opportunity to review and expand on policies contained in the general plan. The City views the general plan and the hazard mitigation plan as complementary documents that work together to reduce risk exposure to the citizens of Roseville. A comprehensive update to the general plan will trigger an update to the hazard mitigation plan. Many of the ongoing recommendations identified in the 2011 plan are programs recommended by the general plan. Processes and programs that the City will coordinate with the hazard mitigation plan recommendations include the following:

- City emergency response plan
- Capital improvement programs
- Roseville municipal code
- Community design guidelines
- Water-efficient landscape design guidelines
- Stormwater management program
- Water system vulnerability assessment
- Sacramento Urban Area Security Initiative.

Some action items do not need to be implemented through regulation. Instead, these items can be implemented through the creation of new educational programs, continued interagency coordination, or improved public participation.

