



# City Council

## Agenda Item

**Subject:** Authorization for the Mayor to sign a Letter of Commitment as a Participating Jurisdiction in Codington County Hazard Mitigation Plan.

**Meeting:** City Council - May 19 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

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### **BACKGROUND INFORMATION:**

The Building Resilient Infrastructure and Communities (BRIC) Grant—previously used to fund the consultant who assists with our Pre-Disaster Mitigation (PDM) Plan—was discontinued on April 4 of this year. The PDM Plan, which is typically completed at the county level with input from all municipalities, is required for local governments to remain eligible for certain types of federal disaster assistance.

Our current PDM Plan is valid through April 2027. Fortunately, another potential funding source is available through the Hazard Mitigation Grant Program (HMGP). Securing this funding now will help ensure our local communities remain eligible for future mitigation opportunities and is better prepared in the long term.

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### **OVERSIGHT / PROJECT RESPONSIBILITY:**

Don Rowland, Fire Chief

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### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the authorization for the Mayor to sign a Letter of Commitment as a Participating Jurisdiction in Codington County Hazard Mitigation Plan.

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### **ATTACHMENT(S):**

[Watertown PDM](#)



May 19, 2025

Andrew Delgado  
Codington County Emergency Management  
14 1<sup>st</sup> Ave SE,  
Watertown, SD 57201

Re: Letter of Commitment as participating jurisdiction in Codington County Hazard Mitigation Plan

Mr. Delgado

As the Federal Emergency Management Agency's (FEMA) Local Mitigation Plan requirements under 44 CFR §201.6 specifically identify criteria that allow for multi-jurisdictional mitigation plans and that many issues are better resolved by evaluating hazards more comprehensively by coordinating at the county, regional, or watershed level, the City of Watertown is submitting this letter of commitment to confirm that it has agreed to participate in the Codington County Multi-Jurisdictional Pre-Disaster Mitigation Plan.

Further, as a condition to participate in the mitigation planning process, the City of Watertown agrees to meet the requirements for mitigation plans identified in 44 CFR §201.6 and to provide such cooperation as is necessary to Codington County to complete the plan in conformance with FEMA requirements.

The City of Watertown understands that it must engage in the following planning process, as more fully described in FEMA's *Local Multi-Hazard Mitigation Planning Guide of 2023*, including, but not limited to:

- ▶ Identification of hazards unique to the City of Watertown not addressed in the master planning document;
- ▶ The conduct of a vulnerability analysis and an identification of risks, where they differ from the general planning area;
- ▶ The formulation of mitigation goals responsive to public input and development of mitigation actions complementary to those goals. A range of actions must be identified specific for each jurisdiction;
- ▶ Demonstration that there has been offered an opportunity for participation in the planning process by all community stakeholders (examples of participation include relevant involvement in any planning process; attending meetings; contributing research, data, or other information; commenting on drafts of the plan; etc.);
- ▶ Documentation of an effective process to maintain and implement the plan; and,
- ▶ Formal adoption of the Multi-jurisdictional Pre-Disaster Mitigation Plan by the jurisdiction's governing body.



Grant funds received for this planning activity will be used to hire a consultant to oversee the various actions identified above, including the preparation of a draft plan for community acceptance.

Therefore, with a full understanding of the obligations incurred by participating in the FEMA pre-disaster mitigation planning process as a participant in a multi-jurisdictional plan, I, Mayor Ried Holien, commit the City of Watertown to the Codington County Multi-Jurisdictional Pre-Disaster Mitigation planning effort.

Executed this 19th day of May, 2025.

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Ried Holien

Mayor