

Project: City of Bellevue 2025 Hazard Mitigation Plan

Date: August 7, 2024
10 am
Room 1E-108

RE: HMP Steering Committee Meeting #2

1. Welcome and Introductions 10:00
 - Introductions
 - Review agenda – changes / additions
2. Public Comment 10:05
 - The public must sign in prior to speaking by sending a message to the meeting host. The public may address the Steering Committee regarding items on previous meeting summaries and upcoming agenda items. The number of speakers and their time limit (up to 3 minutes) is at the discretion of the chair. Members of the public must state their name, and whom they represent, if applicable, prior to speaking.
3. Approve Meeting Summary from July 10, 2024 10:10
4. Plan Review 10:15
 - Review critical facilities definition
 - Capability assessment
 - Plan maintenance strategy
5. Next Steps 11:20
 - Risk assessment
 - SWOO
 - Public outreach
6. Adjourn 11:30
 - Next meeting date: September 4, 2024

Critical Facility Definition

A critical facility is any structure, facility or other improvement that, because of its function, service area or uniqueness, provides service that enables the continuous operation of critical business and government functions, and is critical to human health and safety or economic security. For the purposes of this hazard mitigation plan, all FEMA Community Lifelines are defined as critical facilities:

- **Safety and Security**—Law Enforcement/Security, Fire Service, Search and Rescue, Government Service, Community Facilities, Schools, Community Safety
- **Food, Hydration, Shelter**—Food, Hydration, Shelter, Agriculture
- **Health and Medical**—Medical Care, Public Health, Patient Movement, Medical Supply Chain, Fatality Management
- **Energy**—Power Grid, Pipelines, Fuel
- **Communications**—Infrastructure, Responder Communications, Alerts Warnings and Messages, Finance, 911 and Dispatch
- **Transportation**—Roads, Bridges, Mass Transit, Railway, Aviation, Maritime
- **Hazardous Materials**—Facilities, HAZMAT, Pollutants and Contaminants
- **Water Systems**—Potable Water Infrastructure, Wastewater Management Infrastructure, Stormwater Management Infrastructure

Draft Plan Maintenance Strategy

X.1 Plan Maintenance

Plan maintenance is the formal process for achieving the following:

- Incorporating the mitigation strategies outlined in this plan into existing planning mechanisms and programs, such as any relevant comprehensive land-use planning process, capital improvement planning process and building code enforcement and implementation.
- Ensuring that the hazard mitigation plan remains an active and relevant document and that the city maintains its eligibility for applicable funding sources.
- Monitoring and evaluating the plan annually and producing an updated plan every five years.

- Integrating public participation throughout the plan maintenance and implementation process.

To achieve these ends, a hazard mitigation plan must present a plan maintenance process that includes the following (44 CFR 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 section details the formal process that will ensure that the hazard mitigation plan remains an active and relevant document and that the City of Bellevue maintains its eligibility for applicable funding sources. The plan maintenance process includes a schedule for monitoring and evaluating the plan annually and producing an updated plan every five years. This section also describes how public participation will be integrated throughout the plan maintenance and implementation process. It explains how the mitigation strategies outlined in this plan will be incorporated into existing planning mechanisms and programs, such as comprehensive land-use planning processes, capital improvement planning and building code enforcement and implementation. The plan's format allows sections to be reviewed and updated when new data become available, resulting in a plan that will remain current and relevant.

X.2 Incorporation into Other Planning Mechanisms

The city views the comprehensive plan and the hazard mitigation plan as complementary documents that work together to reduce risk exposure to the citizens of Bellevue. A periodic update to the comprehensive plan will trigger an update to the hazard mitigation plan. Many of the ongoing recommendations identified in the current hazard mitigation plan are programs recommended by the comprehensive plan. Processes and programs that the city will coordinate with the hazard mitigation plan recommendations include, but are not limited to, the following:

- City emergency response plans
- Capital improvement programs
- Bellevue city code
- Community design guidelines
- Stormwater management programs

Implementation of the 2025 mitigation action plan will enhance and expand the city's previous and ongoing integration efforts. Inter-agency coordination that occurred during

the planning process through involvement by local, regional, state and federal stakeholders will continue through the plan maintenance period. As the plan is implemented, all city agencies will use information from this updated plan as the best available science and data on natural hazards impacting the City of Bellevue.

The current action plan includes XX actions related to plan integration. 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.

X.3 Plan Monitoring and Evaluation

The city's Office of Emergency Management, Transportation Department, and Utilities Department will monitor the plan by tracking the status of all recommended mitigation actions in the action plan. The plan will be evaluated by how successfully the implementation of identified actions has helped to achieve the plan goals and objectives. This will be assessed by a review of the changes in risk that occur over the performance period and by the degree to which mitigation goals and objectives are incorporated into existing plans, policies and programs.

X.4 Steering Committee

The steering committee is a volunteer body that contributed greatly to development of this hazard mitigation plan. The committee oversaw development of this plan and made recommendations on key elements of it, including this maintenance strategy.

A steering committee, as determined by the city's Office of Emergency Management, Transportation Department and Utilities Department, should remain involved in the proposed maintenance strategy. 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 representation from citizens, community groups and stakeholders within the planning area. Previous and existing members will be given the option to remain involved.

X.5 Annual Progress Report

The city's Office of Emergency Management, Transportation Department and Utilities Department will prepare a formal annual report on the progress of the current plan. This team will assemble city staff members with connection to hazard mitigation efforts. This group will meet at least annually to review the various action items and assess their continued relevance and importance, add any new action items, delete ones that are no

longer relevant and include any new or applicable mitigation data and information to the plan. These meetings will occur throughout the life of the plan.

An annual progress report, submitted by September 1 of each year, will provide a streamlined approach for fulfilling update requirements delineated in 44 CFR 201.6(d)(3) during the next plan update initiative. The objective of the progress report will be to evaluate the progress of individual actions and their effectiveness in achieving the goals of the plan. The review will include the following:

- Summary of any hazard events that occurred during the prior year and their impact on the planning area.
- Identification of new hazards that have emerged.
- Review of community vulnerability and any notable shifts.
- Review of successful mitigation actions identified in the 2025 plan.
- Brief discussion about why targeted strategies were not completed.
- Re-evaluation of mitigation strategies to determine if the actions are still appropriate for the community's circumstances.
- 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 actions in the city that involve hazard mitigation.

This report will be used as follows:

- Posted on the city website on the page dedicated to the hazard mitigation plan.
- Announced on multiple social media platforms.
- Provided to the local media through a press release.
- Presented to the Bellevue City Council.
- Provided as part of the Community Rating System 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 city will strive to complete the progress report process between June and September every year.

X.6 Plan Update

FEMA requires the hazard mitigation plan to be revised and resubmitted for review and approval by Washington EMD and FEMA prior to the five-year anniversary date of the plan's

adoption to remain eligible for benefits under the DMA (44 CFR, Section 201.6(d)(3)). The City of Bellevue 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 Bellevue
- A hazard event that causes loss of life
- A periodic update of the city's comprehensive plan

It will not be the intent of this update process to start from scratch and develop a completely 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 actions 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 comprehensive 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 Bellevue City Council will adopt the updated plan.

X.7 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. Upon initiation of the update process, a new public involvement strategy will be initiated 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.