

# **ANNEX P**

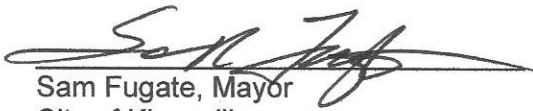
## **Hazard Mitigation**



## APPROVAL & IMPLEMENTATION

### Annex P

### Hazard Mitigation



Sam Fugate, Mayor  
City of Kingsville

3/19/18  
Date



Adrian Garcia, Fire Chief / EMC  
City of Kingsville Fire Department

3/19/18  
Date

## RECORD OF CHANGES

[illegible]

## ANNEX P

### HAZARD MITIGATION

#### I. AUTHORITY

- A. See Section I of the Basic Plan for general authorities.
- B. The Robert T. Stafford Disaster Relief and Emergency Assistance Act (PL 93-288), as amended by the Disaster Mitigation Act of 2000 (PL 106-390)
- C. Applicable Commissioners Court orders and/or city ordinances appointing members of the local Hazard Mitigation Team (HMT).
- D. Applicable Commissioners Court orders and/or city ordinances pertaining to emergency management or mitigation plans.
  - 1. City Ordinance # 3-9-2 adopting the *Mitigation Action Plan*
  - 2. Commissioners Court Order # 3-9-3 adopting the *Mitigation Action Plan*
  - 3. Joint Resolution # \_\_\_\_\_ adopting the *Mitigation Action Plan*
- E. Applicable Commissioners Court orders and/or city ordinances, or countywide or regional plans pertaining to mitigation, floodplain management, zoning regulations, land management, and/or construction standards, etc.

#### II. PURPOSE

- A. This annex describes the organization of the local HMT, and assigns tasks, and responsibilities for coordinated hazard mitigation planning and implementation activities and actions.
- B. This annex addresses mitigation as a long-term, on-going process, and identifies planning and implementation actions applicable to both pre-incident and post-incident situations.
- C. This annex is applicable to and ensures that mitigation planning and implementation services address and are provided to the entire area of responsibility covered in the [City] Emergency Management Plan.
- D. This annex explains the methodologies and progressive steps as to how we plan to identify the hazards that affect us and to systematically reduce the identified levels of risk and vulnerability to these hazards.
- E. This annex explains our active partnership, and participation in [regional] mitigation planning and implementation activities.



### III. EXPLANATION OF TERMS

#### A. Acronyms

AOR	Area of Responsibility
B/C	Benefit/Cost
DEM	Division of Emergency Management
FMA	Flood Mitigation Assistance Program
GIS	Geographical Information System
GPS	Global Positioning System
HMGP	Hazard Mitigation Grant Program
HMC	Hazard Mitigation Coordinator
HMT	Hazard Mitigation Team
MAP	Mitigation Action Plan
NFIP	National Flood Insurance Program
PA	Public Assistance (Program)
PDM	Pre-Disaster Mitigation Program
SOP	Standard Operating Procedures

#### B. Definitions

Appropriate Mitigation Measures. Mitigation actions that balance the cost of implementation against the potential cost of continued damages, if such measures are not taken. Mitigation measures should be less costly to implement than the damages they are intended to prevent. Floodplain management, acquisition of floodprone property, enhanced insurance coverage, and the adoption and enforcement of safe land use regulations and construction standards are considered as highly appropriate mitigation actions.

Area of Responsibility. The entire area covered by our comprehensive Emergency Management Plan that is: [Describe the area covered]

Benefit/Cost. The ratio between the cost of implementing a mitigation project versus the benefits (amount of future cost savings) potentially achieved. Projects funded under HMGP or PDM must have a B/C of 1 to 1 or greater.

Disaster. A hazard caused event that results in widespread or severe damage, injury or loss of life, property or resources, and exceeds the recovery capabilities of a jurisdiction. Disaster assistance provided by the Federal or State government is intended to supplement local government resources and so enhance recovery capabilities to achieve a speedy and efficient return to pre-incident conditions.

Disaster Resistant Community. A community-based initiative that seeks to reduce vulnerability to natural hazards for the entire designated area through mitigation actions. This approach requires cooperation between government agencies, volunteer groups, individuals, and the business sectors of a community to implement effective mitigation strategies.

Hazard Analysis. A document that provides a risk based quantitative method of determining mitigation and preparedness priorities and consists of a hazard assessment, vulnerability assessment, and risk assessment. A Hazard Analysis identifies vulnerabilities and risks

within each sector of the community and is a living document that is reviewed and updated annually

Hazard Event. Any occurrence in which people and/or property are adversely affected by the consequences of a natural or man-made hazard.

Hazard Mitigation. Sustained actions taken to eliminate or reduce long-term risk to people and property from hazards and their effects. The goal of mitigation is to save lives and reduce damages to property, infrastructure, and the environment and, consequently to minimize the costs of future disaster response and recovery activities.

Hazard Mitigation Grants. There are three federal mitigation grant programs that provide federal cost-share funds to develop and implement vulnerability and risk reduction actions:

1. Flood Mitigation Assistance Program (FMA) – Provides pre-disaster grants to State and local governments for both planning and implementation of mitigation strategies. Each State is awarded a minimum level of funding that may be increased depending upon the number of National Flood Insurance Program (NFIP) policies in force and repetitive claims paid. Grant funds are made available from NFIP insurance premiums, and therefore are only available to communities participating in the NFIP.
2. Hazard Mitigation Grant Program (HMGP) – Authorized under Section 404 of the Stafford Act; provides funding for cost-effective post-disaster hazard mitigation projects that reduce the future potential of loss of life and property damage.
3. Pre-Disaster Mitigation Program (PDM) - Authorized by Section 203 of the Stafford Act as amended by the Disaster Mitigation Act (DMA) of 2000 (Public Law 106-390). The PDM Program provides a means to fund pre-disaster hazard mitigation actions specifically designed to eliminate or reduce the consequences of future disasters. The PDM's focus is: (1) to prevent future losses of lives and property due to hazards and (2) to implement State or local hazard mitigation plans.

Local Hazard Mitigation Team (HMT). A multi-disciplined organization composed of representatives of mutually supporting organizations and agencies from local governments and the private, public and civic sectors. Members of the HMT, also referred to as the local "Team", meet regularly to evaluate hazards, identify strategies, coordinate resources and implement measures that will reduce the vulnerability of people and property to damage from hazards. The HMT is a partnership through which all governmental, public, civic and private sector entities come together to support and participate in activities to determine and implement methods, and commit resources to reduce the community's level of risk. Team membership is listed in Appendix 1 to this annex. The roles and responsibilities of each team member organization/agency are described in Section VI.B.3.b.

Mitigation Action Plan (MAP).

A document that outlines the nature and extent of vulnerability and risk from natural and man-made hazards present in a jurisdiction and describes the actions required to minimize the effects of those hazards. A mitigation action plan also describes how prioritized mitigation measures will be funded and when they will be implemented. The area of



coverage for a MAP is based on commonly shared hazards, needs, and capabilities; plans may be prepared for a single city, as a countywide plan, or on a regional basis (prepared by a Council of Governments, a River Authority, or a coalition of several counties). MAPs must be formally adopted by city ordinance, Commissioners Court order, and/or joint resolution. DMA 2000 (Public Law 106-390) requires jurisdictions to have a FEMA-approved MAP or be signatories to a regional plan not later than November 1, 2004, or they will not be eligible for mitigation grant funds for mitigation projects.

Public Assistance Program. For the purposes of this annex, this refers to disaster recovery grants authorized under Section 406 of the Stafford Act to repair the damages to public facilities following a major disaster declaration. PL 106-390 requires mitigation components be added to repair projects to reduce repetitive damages.

Risk Factors. A group of identifiable facts and assumptions concerning the impact of specific or associated hazards. An analysis of interrelated risk factors provides a means to determine the degree (magnitude) of risk produced by a particular hazard or an incident and, consequently, provides a means to determine the priority of mitigation planning and implementation activities. A sample listing of risk factors are as follows:

1. Number of previous events involving this hazard.
2. Probability of future events occurring that involves this hazard.
3. Number of people killed or injured during previous events and number of people potentially at risk from future events involving this hazard.
4. Damages to homes, businesses, public facilities, special-needs facilities, and unique historic or cultural resources, crops, livestock that have been caused by previous events or are potentially at risk from future events involving this hazard.
5. Capabilities and shortfalls of emergency management organization to effectively respond to emergency situations involving this hazard.
6. Recovery activities needed to return jurisdiction to pre-event status. The recovery process involves not only time requirements, but also the associated costs to repair damages, restore services, and return economic stability after occurrence of the event.

Sectoring. Dividing the community into manageable geographic segments for defining specific types of information concerning what is vulnerable and at risk in each sector. Sectioning facilitates mitigation and preparedness planning as well as response, search and rescue, and damage assessment operations.

Sustainable Development. Managed community growth that meets the needs of the present without jeopardizing the needs of future generations. Sustainable development considers the impact of hazards on the community in the years ahead.

## **IV. SITUATION & ASSUMPTIONS**

### **A. Situation**

1. Our current *Hazard Analysis* indicates we are vulnerable and at risk from hazards that have caused, or have the potential for causing, loss of lives, personal injuries, and/or extensive property damage. We have suffered incidents, emergencies, and disasters in the past and are still vulnerable and at risk from future similar occurrences.
2. Our area of responsibility has been divided into [six] of sectors to facilitate the collection of vulnerability and risk data, and for conducting damage assessment operations.
3. Our local HMT has been appointed and is operational under the leadership of our Hazard Mitigation Coordinator (HMC).
4. Our Mitigation Action Plan (MAP) will be a municipal plan. Our MAP will meet state planning standards for mitigation and will be formally adopted by ordinance and will be approved by FEMA.

### **B. Assumptions**

1. Exposure to risk from hazards exists whether or not an incident actually occurs.
2. The adverse impact of hazards can be directly affected by hazard mitigation actions accomplished prior to occurrence of an emergency situation. Effective post-event mitigation actions can also reduce the risk of repeat disasters.
3. Hazard mitigation planning and implementation activities are an on-going program/process and are an integral and complimentary part of our comprehensive emergency management program.
4. Mitigation actions to save lives and reduce damages can be achieved through properly coordinated group efforts. These efforts will require the cooperation of various levels of government and will be enhanced by the involvement and partnership of talented individuals with expertise in varying disciplines from both the public and private sectors.
5. The effective, long-term reduction of risks is a goal and responsibility shared by all residents.

## **V. CONCEPT OF OPERATIONS**

### **A. General**

1. This annex is not intended to describe in detail all aspects of our mitigation program. The achievement of hazard mitigation objectives is a high governmental priority, and all departments will seek out and implement risk reduction measures.



2. The Hazard Mitigation Coordinator (HMC) is responsible for the coordination of all mitigation activities of this jurisdiction. To achieve mitigation objectives, the HMC will be assisted by a HMT composed of public and private sector partners that represent the local population.
3. The data collection process described in this annex provides a systematic means to identify hazards and assess their impact on this jurisdiction and will facilitate the development and maintenance of our local *Hazard Analysis* by the HMT.
4. The "Notice of Interest and Hazard Mitigation Team Report" (Appendix 3 to this annex) provides a means to develop a multi-disciplined, on-going mitigation planning and implementation process and facilitates the development and maintenance of our *Mitigation Action Plan* by the HMT. It also facilitates the development, and expedited submission of applications for mitigation grants to implement mitigation projects.
5. Consistent with capabilities, the Division of Emergency Management (DEM) and the State HMT will provide coordination, technical assistance, and guidance to help us achieve effective risk reduction objectives.
6. Our mitigation planning and implementation process is intended to facilitate the identification and implementation of appropriate mitigation actions. This process, in turn, facilitates the development of a joint federal, state, and local government partnership dedicated to the achievement of effective risk reduction objectives.
7. Consistent with capabilities, the HMC and members of the HMT will participate in appropriate training and exercises related to their hazard mitigation responsibilities.
8. Consistent with capabilities, we will utilize the most current information and guidance provided by DEM to include web-based assistance available via the Internet.

## **B. Overview of Mitigation Process**

Hazard mitigation is an on-going process that begins with the establishment of a local based planning group referred to as the local HMT. The team's first job is development of the local *Hazard Analysis* that provides a means for prioritizing mitigation and preparedness needs based on levels of vulnerability and risk. The next step in the process is the development of our *Mitigation Action Plan* that defines specific mitigation measures designed to address the needs identified in the hazard analysis, to include actions that are to be taken, who will take them, how much they will cost, and how they will be funded. The next step is to implement the measures identified in the *Mitigation Action Plan* using a variety of funding sources identified through an on-going and active search for funding opportunities. The final step is to monitor and evaluate the effectiveness of implemented mitigation measures and to repeat the process-review and update the *Hazard Analysis* and the *Mitigation Action Plan*, continue the active search for funding opportunities, implement mitigation measures consistent with availability of funds, and monitor and evaluate their effectiveness.

## **C. Pre-Event and Post-Event Relationships.**

1. General



Hazard mitigation activities are not only a response to an event and a known hazard, but are also an active search for ways to prevent or reduce the impact from newly discovered hazards. The mitigation process is long-term in nature and, therefore, is an on-going element of the emergency management program that directly influences preparedness, response, and recovery requirements. Mitigation activities can be initiated at any time, but are classified as either pre-event or post-event actions. These actions are not mutually exclusive and will be merged into a coordinated, continuous mitigation process.

## 2. Pre-Event Mitigation

Activities that take place prior to the occurrence of an emergency situation. This time frame provides a more relaxed atmosphere for the development and implementation of long-term, multi-hazard oriented mitigation measures. This time frame is preferred and is the most appropriate for reducing risks and potential damages.

## 3. Post-Event Mitigation

Activities that take place after an emergency situation has occurred and already adversely affected this jurisdiction. These activities are a response and are too late to prevent or reduce impacts already suffered. Heightened hazard awareness and a desire for speedy recovery, provide an emphasis for conducting mitigation activities during this time frame. Mitigation opportunities can be identified and implemented which can be very effective in reducing potential damages from future events.

# D. Activities by Phases of Emergency Management

Hazard mitigation actions are an on-going process, and are more appropriately classified and associated with the time frames before, during, and after occurrence of an emergency situation caused by a hazard. The following is a sequenced set of actions that should be taken by the HMT during each time frame:

## 1. Pre-Event Period

- a. Develop and maintain *Hazard Analysis*.
- b. Develop and maintain hazard *Mitigation Action Plan*.
- c. Apply for grants and loans to conduct studies and implement mitigation projects.
- d. Conduct studies and implement mitigation projects.
- e. Provide vulnerability and risk data for use in community development planning, exercise design, emergency preparedness planning, and floodplain management.

## 2. Incident Response Period

- a. Assist decision makers and emergency responders better understand potential impact consequences and emergency response needs by providing detailed

vulnerability and risk data for all sectors impacted or likely to be impacted by the incident.

- b. Assist decision makers and emergency responders answer "What if" questions through use of appropriate real-time and model based damage assessment tools such as DERC, HAZUS, and other programs.

### 3. Post-Incident Period

- a. Conduct site surveys to record damage "Footprint" and record and map high-water marks and other benchmarks to verify inputs and results of damage assessment tools. Inspect and evaluate effectiveness of previously implemented mitigation measures. Evaluate accuracy of floodplain maps and studies and identify any mapping needs.
- b. Complete Hazard Mitigation Team Reports based on observations and findings from site inspections. Begin development of potential mitigation project application(s) based on team reports.
- c. Provide assistance to decision makers for prioritization of damage assessment operations, conducting substantial damage determinations, and preparation of request for a state and/or federal disaster declaration by providing detailed incident impact data.
- d. Provide assistance to state and federal mitigation team activities once a disaster is declared.
- e. Assist designated Local Project Officer(s) prepare and submit Hazard Mitigation Grant Program (HMGP) Notice of Interest(s) (NOIs), and application(s), and monitor Public Assistance (PA) projects for inclusion of mitigation components once a state or federal disaster is declared.
- f. Review Hazard Mitigation Team Reports and update hazard analysis and mitigation action plan.
- g. Assist designated Local Project Officer(s) in implementing projects and administer HMGP and other mitigation grant programs.

## E. Local Hazard Mitigation Team

1. Members of the HMT provide a multi-disciplined, local capability to identify mitigation opportunities and implement mitigation measures in both a pre-event and post-event situation. [Our HMT has primary responsibility for mitigation activities for our jurisdiction, but also provides representatives to and actively participates in [regional] mitigation action planning.]
2. The HMT is not viewed as an organization with rigid membership and regular duties, but rather one of flexible membership whose makeup and duties are dependent upon the particular mitigation activity under consideration. This flexibility allows the HMC to tailor



the group to meet the situation while insuring the involvement of appropriate individuals from the community.

3. The HMT are the local experts that understand local concerns, issues, and capabilities to achieve local mitigation goals and objectives. The HMT, under the leadership and coordination of the HMC, is collectively responsible for development, distribution, and maintenance of the local *Hazard Analysis, Mitigation Action Plan*, and this annex.
4. In the event of a Presidential or State Major Disaster Declaration for this jurisdiction, the HMC and Team will provide assistance to the federal and state HMT and will assist in conducting damage and effectiveness assessments, and the identification and implementation of appropriate hazard mitigation measures for the jurisdiction(s).
5. The HMC and the Team will also be responsible for providing assistance necessary for submission and administration of HMGP and PDM grants.

#### **F. Local Hazard Analysis**

Our *Hazard Analysis* was developed through a joint effort of our HMT [and our countywide, regional mitigation action planning partners]. It is a stand-alone product consisting of maps, databases, charts, atlases, and other supporting documentation that is reviewed and updated at least annually by the HMC with assistance from the HMT. The analysis provides a risk-based quantitative method to prioritize mitigation and preparedness needs for the jurisdiction as a whole. Our analysis supplements the *State of Texas Hazard Analysis* and focuses on hazards and their impact to our area of responsibility. Our analysis has been distributed to all appropriate agencies/organizations, and additional copies are available from the HMC. [Some of the data in our *Hazard Analysis* was developed and provided through our partnership efforts in contributing to development of our [countywide, regional] mitigation action plan, and our data has been incorporated into our [countywide, regional] plan.]

#### **G. Mitigation Action Plan**

Our *Mitigation Action Plan* was developed through joint efforts of our HMT [and our [countywide, regional] mitigation action planning partners]. It is reviewed annually and updated at least every five years by the HMC with assistance from members of the HMT [and our partners]. Our mitigation action plan outlines our mitigation goals, our risk reduction strategy for each of the significant hazards that threaten our area of responsibility, and a discussion of on-going risk reduction activities. Our plan also details what is to be done, how much it will cost, who will be responsible for the action, how it will be funded, and provides an implementation schedule. It is an action plan for accomplishment of vulnerability and risk reduction measures for our area of responsibility. Our plan supplements, and is in concert with the *State of Texas Hazard Mitigation Plan*, and focuses on mitigation actions that affect our area of responsibility. Our plan meets state planning standards for mitigation (Planning Standards Checklist P), and Section 201 CFR 44 requirements, and has been approved by FEMA and adopted by [ordinance, court order, joint resolution]. Copies have been distributed to all appropriate agencies/organizations, and additional copies are available from the HMC.

## VI. ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

### A. Organization

1. Hazard mitigation is a function that requires the coordination of a variety of multi-disciplined on-going activities. The [EMC], as the Emergency Management Coordinator, is responsible for the overall emergency management program, and has designated the [TML] as the agency with primary responsibility for hazard mitigation. The [EMC] has been designated as the HMC and serves as the single manager/coordinator for this function for this jurisdiction.
2. The HMT consists primarily of representatives of local government, but also includes partners that represent industry and the private sector. Individual team members and functional areas of expertise are listed in Appendix 1 of this Annex. The HMT provides a pool of local people with skills in the wide variety of disciplines that may be required to achieve effective hazard mitigation objectives. The Mayor appoints supporting agencies and organizations to provide representatives to the HMT, and the HMC serves as team leader and functional manager.
3. The HMT organization provides the flexibility to involve all team members in the problem solving process, or to involve only those team members who possess the specific skills needed to mitigate a hazard specific condition.
4. The Mayor will designate individuals to serve as local applicant's project officer to administer Hazard Mitigation Grant Program (HMGP) applications and projects. The local project officer(s) will serve as the single point of contact for the jurisdiction and coordinate with designated state mitigation project officers.

### B. Task Assignments

1. The Mayor will:
  - a. Appoint an agency to exercise primary responsibility to coordinate hazard mitigation activities and an individual to serve as HMC.
  - b. Appoint support agencies and organizations to provide representation to the HMT.
  - c. Appoint local Project Officer(s) to administer HMGP and other mitigation applications and projects.
2. The Hazard Mitigation Coordinator will:
  - a. Coordinate all hazard mitigation related activities of this jurisdiction, to include development, distribution, and maintenance of the local *Hazard Analysis, Mitigation Action Plan*, and this annex.
  - b. Assist in selecting supporting agencies and individual members of the HMT, assign tasks, and manage the various activities of the team so as to accomplish mitigation functional responsibilities for the jurisdiction.



- c. Insure development, distribution and retention of mitigation reports, records and associated correspondence, and manage implementation of appropriate mitigation measures.
  - d. Serve as point of contact and provide local assistance for federal, state, and
  - e. [regional] level mitigation program and planning activities.
  - f. Develop Standard Operating Procedures (SOPs) for compiling information, determining priority of efforts, preparing reports, and monitoring implementation and effectiveness of mitigation measures.
  - g. Maintain this annex and insure that all component parts are updated and contain current data.
  - h. [Serve as or provide assistance to] the designated local Project Officer(s) responsible for administering mitigation program grants such as HMGP and PDM, and for reviewing PA projects for inclusion of appropriate mitigation measures.
  - i. Conduct or assist in annual reviews and scheduled updates of [city] mitigation action plan.
  - j. Periodically review, download, and utilize the most current guidance material from the DEM website: [www.txdps.state.tx.us/dem](http://www.txdps.state.tx.us/dem).
3. Hazard Mitigation Team members will:
- a. General
    - (1) Assist in the accomplishment of team objectives as assigned by the HMC.
    - (2) Provide technical assistance and functional expertise in disciplines as assigned in Appendix I of this Annex.
    - (3) Assist the HMC develop, distribute, and maintain the local *Hazard Analysis*, and this annex, and local Project Officer(s) administer mitigation program grants.
    - (4) Conduct or assist in annual reviews and scheduled updates of the city. Provide assistance to the designated local Project Officer(s) responsible for administering mitigation program grants such as HMGP and PDM.
  - b. [List each organization that is part of the team and indicate their role(s).]
4. Local Project Officer(s) will:
- a. Serve as single point of contact and administer HMGP, PDM, and other mitigation program applications and projects.
  - b. Coordinate with designated state mitigation project officer(s).



## **VII. DIRECTION & CONTROL**

- A.** The HMC will manage the activities of the HMT and coordinate all hazard mitigation related activities of this jurisdiction.
- B.** Lines of Succession
  - 1. Lines of succession for the HMC will be in accordance with the [City of Kingsville] Standard Operating Procedures (SOP).
  - 2. Lines of succession for HMT members will be in accordance with their parent organization's established SOP.
  - 3. The Mayor will appoint successors for unaffiliated individual team members.

## **VIII. INCREASED READINESS ACTIONS**

Hazard Mitigation activities are ongoing and standard increased readiness actions are not applicable.

## **IX. ADMINISTRATION & SUPPORT**

### **A. Records and Reports**

- 1. The Emergency Management Coordinator maintains records of previous hazard events and disaster declarations. These records contain data pertinent to risk factor analysis and, consequently, aid in determination of mitigation requirements. Risk factor analysis provides a means to determine significant levels of risk or significant hazard events that require initiation of a Hazard Mitigation Team Report.
- 2. A listing of mitigation-related documents on file pertaining to this jurisdiction is provided in Appendix 2 of this Annex. This is a listing of plans, programs, grants, regulations, studies, maps, etc., which address hazards or mitigation activities unique to this jurisdiction. Items listed may include flood control studies, levee improvement agreements, dam safety plans/guidance, local ordinances, flood mitigation plans, flood hazard boundary maps, flood insurance rate maps, drainage studies, Corps of Engineer Section 22 or feasibility studies, master drainage studies/plans, flood mitigation plans, etc. This record provides a listing of reference documents to be maintained and utilized as an aid to identify vulnerability and risks impacts and accomplish mitigation objectives.
- 3. The "Notice of Interest and Hazard Mitigation Team Report" provides a means to identify, record, and coordinate on going mitigation planning and implementation activities. The report is a management tool to facilitate the identification of mitigation opportunities and the development of an action plan and implementation schedule. The report is used to document mitigation opportunities discovered during the damage assessment process following occurrence of emergency situations, and also to

document and facilitate the implementation of findings and recommendations identified in the *Hazard Analysis* or land use, development, flood control, or other special comprehensive studies. This report system also provides a means to increase inter-governmental participation in the mitigation process through exchange of ideas, technical assistance and guidance. This report is a component of our *Mitigation Action Plan*, and is also used to notify the state of our interest in applying for a mitigation program grant. This form may be found in Appendix 3 to this annex.

4. The instructions for completing the "Notice of Interest and Hazard Mitigation Team Report" are located in Tab A to Appendix 3 to this annex. The most current version of these instructions are also available as "Mitigation Job Aid #1" on the DEM website at [www.txdps.state.tx.us/dem](http://www.txdps.state.tx.us/dem) under "documents".
5. Additional reports to evaluate effectiveness and monitor long-term implementation measures will be prepared as needed. Records pertaining to loans and grant programs will be maintained in accordance with applicable program rules and regulations.

#### **B. Release and Distribution of Information**

1. Completed Hazard Mitigation Team Reports, the *Hazard Analysis*, and the *Mitigation Action Plan* will be presented to the chief elected official(s), and commission for review, approval, adoption, and implementation.
2. Completed reports, historical records and associated correspondence will be maintained and utilized as a management tool for the continued development of a mitigation strategy for this jurisdiction.

<b>X. ANNEX DEVELOPMENT &amp; MAINTENANCE</b>
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- A. The HMC has overall responsibility for the development and maintenance of all components of this annex, to include reports, records, SOPs, and associated correspondence files.
- B. The HMC, with assistance from the HMT and in conjunction with the Emergency Management Coordinator, will ensure that copies of this annex are distributed to all HMT members, all jurisdictions within our area of responsibility, the Division of Emergency Management, and other agencies/organizations as appropriate.

<b>XI. REFERENCES</b>
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- A. Division of Emergency Management (DEM), *State of Texas Emergency Management Plan*.
- B. DEM, *State of Texas Hazard Analysis*
- C. DEM, *State of Texas Hazard Mitigation Plan*.
- D. DEM-21, *Mitigation Handbook*.
- E. Local Hazard Analysis, (date).

F. Local Hazard Mitigation Action Plan, (date).

**APPENDICES:**

1. Hazard Mitigation Team
2. Mitigation Reference Records
3. Notice of Interest and Hazard Mitigation Team Report

Tab A - Mitigation Job Aid #1: Instructions for Completing the NOI/Hazard Mitigation Team Report

# **CITY OF KINGSVILLE, TEXAS**

## **CODE OF ORDINANCES**

### **2018**

**Contains City of Kingsville Multiple Jurisdiction Hazard Mitigation Plan.  
Resolution 2018-11      Passed 2-12-2018**

#### **Appendix 1**



## ARTICLE 9. - EMERGENCY MANAGEMENT; PUBLIC DISTURBANCES

### EMERGENCY MANAGEMENT

#### Sec. 3-9-1. - Emergency management director; coordinator.

- (A) There exists the office of Emergency Management Director of the city which shall be held by the Mayor in accordance with state law.
- (B) The Emergency Management Coordinator may be appointed by and serve at the pleasure of the Director.
- (C) The Director shall be responsible for conducting a program of comprehensive emergency management within the city and for carrying out the duties and responsibilities set forth in § 3-9-4 herein. He may delegate authority for execution of these duties to the Coordinator, but ultimate responsibility for such execution shall remain with the Director.

(1962 Code, § 2-2-1)

#### Sec. 3-9-2. - Powers and duties of director.

The powers and duties of the Director shall include an ongoing survey of actual or potential major hazards which threaten life and property within the city; and an ongoing program of identifying and requiring or recommending the implementation of measures which would tend to prevent the occurrence or reduce the impact of such hazards if a disaster did occur. As part of his responsibility in hazard mitigation, the Director shall supervise the development of an Emergency Management Plan for the city, and shall recommend that plan for adoption by the City Commission along with any and all mutual aid plans and agreements which are deemed essential for the implementation of such Emergency Management Plan. The powers of the Director shall include the authority to declare a state of disaster, but such action may be subject to confirmation by the City Commission at its next meeting. The duties of the Director shall also include the causing of a survey of the availability of existing personnel, equipment, supplies and services which could be used during a disaster, as provided for herein, as well as a continuing study of the need for amendments and improvements in the Emergency Management Plan.

(1962 Code, § 2-2-2)



Sec. 3-9-3. - Emergency management council.

The Mayor is hereby authorized to join with the County Judge and the Mayors of the other cities in the county in the formation of an Emergency Management Council for the county and shall have the authority to cooperate in the preparation of a joint Emergency Management Plan and in the appointment of a joint Emergency Management Coordinator, as well as all powers necessary to participate in a county-wide program of emergency management insofar as the program may affect the city.

(1962 Code, § 2-2-3)

Sec. 3-9-4. - Additional duties and responsibilities.

The duties and responsibilities of the Emergency Management Director shall include the following:

- (A) The direction and control of the actual disaster operations of the city Emergency Management Organization as well as the training of Emergency Management personnel.
- (B) The determination of all questions of authority and responsibility that may arise within the Emergency Management Organization of the city.
- (C) The maintenance of necessary liaison with other municipal, county, district, state, regional, federal, or other Emergency Management Organizations.
- (D) The marshaling, after declaration of a disaster as provided for above, of all necessary personnel, equipment or supplies from any department of the city to aid in the carrying out of the provisions of the Emergency Management Plan.
- (E) The issuance of all necessary proclamations as to the existence of a disaster and the immediate operational effectiveness of the city Emergency Management Plan.
- (F) The issuance of reasonable rules, regulations or directives which are necessary for the protection of life and property in the city. Such rules and regulations shall be filed in the office of the City Secretary and shall receive widespread publicity unless publicity would be of aid and comfort to the enemy.
- (G)

The supervision of the drafting and execution of mutual aid agreements, in cooperation with the representatives of the state and of other local political subdivisions of the state, and the drafting and execution, if deemed desirable, or an agreement with the county in which the city is located and with other municipalities within the county, for the county-wide coordination of Emergency Management efforts.

- (H) The supervision of, and final authorization for the procurement of all necessary supplies and equipment, including acceptance of private contributions which may be offered for the purpose of improving Emergency Management within the city.
- (I) The authorizing of agreements, after approval by the City Attorney, for use of private property for public shelter and other purposes.

(1962 Code, § 2-2-4)

#### Sec. 3-9-5. - Operational organization of emergency management.

The operational Emergency Management Organization of the city shall consist of the officers and employees of the city so designated by the Director in the Emergency Management Plan, as well as all organized volunteer groups. The functions and duties of this organization shall be distributed among such officers and employees in accordance with the terms of the Emergency Management Plan. Such plan shall set forth the form of the organization, establish and designate divisions and functions, assign tasks, duties and powers, and designate officers and employees to carry out the provisions of this article. Insofar as possible, the form of organization, titles and terminology shall conform to the recommendations of the State Division of Emergency Management of the State of Texas and of the federal government.

(1962 Code, § 2-2-5)

#### Sec. 3-9-6. - Oath.

Each employee or any individual that is assigned a function or responsibility shall solemnly swear or affirm to support and defend the Constitution of the United States, laws of the State of Texas and the ordinances of the city.

(1962 Code, § 2-2-12; Ord. 84011, passed 7-9-84)

# Kleberg and Kenedy Counties and City of Kingsville

## Multi-Hazard Mitigation Plan

Final Accepted Draft

January 2018

### **Appendix 2**



**RESOLUTION #2018- 11**

**A RESOLUTION OF THE CITY OF KINGSVILLE TEXAS, ADOPTING THE FEMA APPROVED KLEBERG AND KENEDY COUNTIES AND CITY OF KINGSVILLE, TEXAS MULTI-JURISDICTION HAZARD MITIGATION PLAN.**

**WHEREAS**, the City of Kingsville ("City") recognizes the threat that natural hazards pose to people and property within the City; and

**WHEREAS**, the City has created a Hazard Mitigation Plan for itself and its participants which is in accordance with the Disaster Mitigation Act of 2000; and

**WHEREAS**, the City of Kingsville, Texas Multi-Jurisdiction Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in the plan from impacts of future hazards and disasters; and

**WHEREAS**, adoption by the City Commission demonstrates the City's commitment to hazard mitigation and achieving the goals outlined in the Plan; and

**WHEREAS**, adoption of this plan will make the City of Kingsville eligible to apply for current open and future Hazard Mitigation Grants; and

**WHEREAS**, a Hazard Mitigation Plan will provide guidance to Participating Jurisdictions, but does not require a specific financial commitment by the Participating Jurisdiction.

**NOW THEREFORE, BE IT RESOLVED** by the City Commission of the City of Kingsville, Texas:

I.

**THAT** the City of Kingsville, Texas hereby adopts the FEMA approved Kleberg and Kenedy Counties and City of Kingsville, Texas Multi-Jurisdiction Hazard Mitigation Plan.

II.

**THAT** all resolutions or parts of resolutions in conflict with this resolution are repealed to the extent of such conflict only.

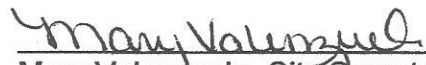
III.

**THAT** this Resolution shall be and become effective on and after adoption.

**PASSED AND APPROVED** by a majority vote of the City Commission on the 12th day of February, 2018.

  
\_\_\_\_\_  
Sam R. Fugate, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Mary Valenzuela, City Secretary

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Courtney Alvarez, City Attorney



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## 1. Introduction and Background

### 1) Hazard Mitigation Plan History

Kenedy County was a participating jurisdiction in the *Cover the Border Plan* (CBP). However, that plan expired in 2013, and the County has been without a plan since then. Kleberg County and the City of Kingsville were both participating jurisdictions in the Coastal Bend Council of Governments' (CBCOG) Hazard Mitigation Plan which expired in November 2017. This Multi-Hazard Mitigation Plan is a new plan. It will rely on information from the CBP and the CBCOG plan, but it is not an update of those plans.

The mitigation planning regulation of the Disaster Mitigation Act<sup>1</sup> requires that mitigation plans be reviewed and updated every five years to maintain eligibility for mitigation grant funding. As part of this plan, the participating jurisdictions will develop a schedule to ensure that their hazard mitigation plan isn't allowed to lapse in the future.

The CBP plan identified 10 hazards facing the Rio Grande Border Region: hurricanes, drought, flooding, hazardous material release, fuel pipeline breach, dam failure, wildland fire, hail, tornadoes, and extreme summer heat. The CBP plan determined that severe winter storms, earthquakes, and expansive soils were low risk hazards, and therefore, didn't need to be mitigated.

Of the ten hazards identified in the CBP plan, two aren't natural hazards: hazardous material release and fuel pipeline breach. These hazards are better addressed in an emergency management plan, and will not be addressed in this plan.

The CBCOG plan identified six hazards for Kleberg County and five hazards for the City of Kingsville. Kleberg County's six hazards are coastal erosion, drought, flooding, hurricanes, tornadoes, and wildland fire. The City of Kingsville's five hazards are drought, flooding, hurricanes, tornadoes, and wildland fire.

This plan will address the following natural hazards:

**Table 1: Addressed Natural Hazard by Participating Jurisdictions**

Participating Jurisdictions	Kenedy County	Kleberg County	City of Kingsville
-----------------------------	---------------	----------------	--------------------

---

<sup>1</sup> 44 CFR §201.6(d)(3)

Flooding	✓	✓	✓
Hurricanes/Tropical Storms	✓	✓	✓
Wildland Fire	✓	✓	✓
Tornadoes	✓	✓	✓
Drought	✓	✓	✓
Coastal Erosion	✓	✓	□
Dam/Levee Failure	□	✓	✓
Expansive Soils	✓	✓	✓
Extreme Heat	✓	✓	✓
Hailstorm	✓	✓	✓
Severe Winter Storms	✓	✓	✓
Windstorms	✓	✓	✓
Lightning	✓	✓	✓

The local planning team determined that earthquakes and land subsidence have had negligible or no prior impact in the jurisdiction. In the planning team's opinion, it's unlikely these hazards will have an impact in the future, so they won't be addressed in this plan.

## 2) Purpose

Mitigation in the context of natural hazards means:

*Sustained action taken to reduce or eliminate long-term risk to people and property from hazards and their effects. Mitigation distinguishes actions that have a long-term impact from those that are more closely associated with preparedness for, immediate response to, and short-term recovery from a specific event.*

The main purpose of the hazard mitigation plan is reducing future losses in the participating jurisdictions by identifying mitigation strategies based on an analysis of risk, including both an assessment of each hazard and related vulnerability. The plan's mitigation strategies seek to identify potential loss-reduction opportunities; however, implementation of the strategies will be constrained to some extent by the future availability of funding in the context of other community priorities. It is unrealistic to expect that all future losses are able to be eliminated entirely. It is realistic to strive over coming decades to make the participating jurisdictions more disaster-resistant and resilient communities, as part of an overall "sustainable development" approach.



**State Planning Standards Checklist for Hazard Mitigation  
"Annex P and Mitigation Action Plan"**

**Jurisdiction(s):** City of Kingsville

**Annex Date:** 3/19/2018

**Date of most recent change, if any:** \_\_\_\_\_

(The date which appears on the signature page)

**Note:** The annex and the mitigation action plan will be considered Deficient if the *italicized* standards are not met. Criteria that exceed CFR-44 Part 201 requirements indicated by "\*\*".

<b>This Annex shall:</b>	<b>Section/paragraph</b>
<b>I. Authority</b>	
P-1. Identify local, state, and federal legal authorities pertinent to this annex that differ from those cited in the Basic Plan.	I; MAP Section 1
<b>II. Purpose</b>	
P-2. Include a purpose statement that describes the reason for development of the annex.	II
<b>III. Explanation of Terms</b>	
P-3. Define terms and explain acronyms and abbreviations used in the annex.	III
<b>IV. Situation &amp; Assumptions</b>	
P-4. Include a situation statement related to the subject of the annex.	IV.A
P-5. Include a list of assumptions that influence hazard mitigation operations.	IV.B
<b>V. Concept of Operations</b>	
P-6. <i>Describe the mitigation process and pre and post-disaster operations of the local hazard mitigation program.</i>	V.B, C, D; Appendix 1, 2, 3, 5
P-7. <i>Describe the purpose, desired composition, and organization of the local hazard mitigation team.</i>	V.E; Appendix 1
P-8. <i>Describe the interaction and coordination between the local hazard mitigation team and the state hazard mitigation team.</i>	V.A, D, E
P-9. <i>Describe how the local hazard analysis will be developed, maintained, and distributed and how those who need access to it can obtain it.</i>	V.F
P-10. <i>Describe the relationship between the state and local hazard analysis and the uses of those documents.</i>	V.F
P-11. <i>Describe how the local Mitigation Action Plan will be developed, maintained, and distributed and how those who need access to it can obtain it.</i>	V.G
P-12. <i>Describe the relationship and consistency between the state and local hazard mitigation plans.</i>	V.G
P-13. <i>Describe the interaction and coordination between the local hazard mitigation team, the local hazard analysis, and the local hazard mitigation action plan.</i>	V.A-G
<b>VI. Organization &amp; Assignment of Responsibilities</b>	
P-14. <i>Describe or depict the organization of the local hazard mitigation team, to include all agencies/organizations that provide representatives to the team.</i>	VI.A.2; Appendix 1
P-15. <i>Identify by position the individual responsible to serve as the local mitigation coordinator.</i>	VI.A; Appendix 1



P-16. <i>Identify the specific mitigation tasks and responsibilities of the Hazard Mitigation Coordinator.</i>	VI.A, B.2; Appendix 1
P-17. <i>Identify the mitigation tasks and responsibilities of team members.</i>	V.E.3, F
P-18. <i>Assign responsibility for the development, annual review, update, and distribution of the local Hazard Analysis.</i>	VI.B.2.A.3.c
P-19. <i>Assign responsibility for the development, annual review, update, and distribution of the local Mitigation Action Plan.</i>	V.E.3., G; VI.B.2.d, 3.a, 4
P-20. <i>Assign responsibility for coordinating with and assisting the state hazard mitigation team during post-disaster actions.</i>	V.E.4; VI.B.2.D, 3.,a, 4
<b>VII. Direction &amp; Control</b>	
P-21. <i>Identify the lines of succession for the HMC and the HMT.</i>	VIII.B
<b>IX. Administration &amp; Support</b>	
P-22. <i>Identify policies on reporting and the maintenance of records concerning mitigation actions.</i>	IX.A, B
<b>X. Annex Development &amp; Maintenance</b>	
P-23. <i>Specify the individual(s) by position responsible for developing and maintaining the annex.</i>	V.E.3; VI.B.2.a, 3.c; X.A
<b>XI. References</b>	
P-24. <i>Identify hazard mitigation related reference materials and identify where they are maintained.</i>	XI
P-25. <i>Identify the current local Hazard Analysis by name and date published.</i>	XI
P-26. <i>Identify the current local Mitigation Action Plan by name and date published.</i>	XI
<b>Other</b>	
P-27. <i>Include a City of Kingsville Code of Ordinances (Emergency Management)</i>	Appendix 1
P-28. <i>Include a City of Kingsville Multiple Jurisdiction Hazard Mitigation Plan</i>	Appendix 2

FOR LOCAL GOVERNMENT USE	Signature	Date
This Checklist Completed By 		3/19/10

FOR DEM USE	Initials
DEM Preparedness Section Processing	
DEM Mitigation Section Processing	