

RESOLUTION
#R2006-51

Whereas, there has not been a comprehensive study of the human services system in DeKalb County done for the past fifteen years, and

Whereas, the citizens of DeKalb County did, on April 1, 1997, approve a levy of additional property taxes in the amount of 2.5% for the purpose of providing services to senior citizens of the county, and

Whereas, the DeKalb County Health and Human Services Committee has realized that a comprehensive study of the human services system in DeKalb County would be of value in their funding decisions for the use of the senior tax levy funds, and

Whereas, the DeKalb County Health and Human Services Committee further believes that the agencies bidding for senior tax funds will be able to create more useful programs as a result of the information gathered by a comprehensive study of the human services system in DeKalb County, and

Whereas, the DeKalb County Human Services Initiative Project has been developed to provide such a comprehensive study of the human services system in DeKalb County, and

Whereas, the Human Services Initiative Project is supported by a coalition of funders including the DeKalb County Community Foundation, the Kishwaukee United Way, the City of DeKalb, the DeKalb County Mental Health Board and the DeKalb County Community Services Department, and

Whereas, the cost to complete Phase I of a comprehensive study of the human services system in DeKalb County would be \$12,880 with the senior services portion of that study being \$2,500.

NOW, THEREFORE, BE IT RESOLVED, that the DeKalb County Board does concur in the recommendation of the Health and Human Services Committee and hereby approves the use of \$2,500 in Senior Services Tax Levy funds for the senior services portion of Phase I of this comprehensive study of the human services system in DeKalb County.

PASSED AT SYCAMORE, ILLINOIS THIS 20TH DAY OF SEPTEMBER 2006, A.D.

ATTEST:

SIGNED:

Sharon B. Holmes
County Clerk

Ruth Anne Tobias
County Board Chairman

RESOLUTION
#R2006-52

Whereas, the DeKalb County Executive Committee has, pursuant to provisions of 5 ILCS 120/2.06, received the results of the periodic review of the minutes and verbatim recordings of all closed meetings held by the DeKalb County Board and the appointed committees of the board, and

Whereas, the Executive Committee did recommend to the County Board that the minutes listed below no longer require confidential treatment and that those minutes could be released for public inspection and the verbatim recordings of those meetings could be destroyed in accordance with Illinois Open Meetings Act:

Executive Committee Meetings of: 1/13/2004; 9/7/2004; 10/12/2004; 4/12/2004

Finance Committee Meeting of: 9/01/2004

Forest Preserve Committee Meeting of: 3/31/2005

Planning and Zoning Committee Meeting of: 9/22/2004

County Highway Committee Meeting of: 9/02/2004

NOW, THEREFORE, BE IT RESOLVED that the DeKalb County Board does hereby concur in the recommendation of the DeKalb County Executive Committee and directs the Clerk of the Board to make the minutes of the above stated meetings available for public inspection.

PASSED AT SYCAMORE, ILLINOIS THIS 20TH DAY OF SEPTEMBER 2006

ATTEST:

SIGNED:

Sharon B. Holmes
County Clerk

Ruth Anne Tobias
County Board Chair

RESOLUTION R2006-53

Whereas the DeKalb County is subject to natural hazards, such as, floods, tornadoes, earthquake, and severe winter and summer storms; and

Whereas Federal programs, including *44 CFR Part 201 – Mitigation Planning, Interim Final Rule, in accordance with the Stafford Act (42 U.S.C. 5165)*, and *44 CFR Part 78.5 – Flood Mitigation Plan Development, in accordance with the National Flood Insurance Act of 1968 (42 U.S.C. 4104c et seq)* require that DeKalb County have an adopted natural hazard mitigation plan to qualify for their benefits;

Whereas DeKalb County has received a grant from the Illinois Emergency Management Agency for the development of a hazard mitigation plan;

Now, therefore, ***be it resolved*** that:

1. A DeKalb County Hazard Mitigation Committee, which will serve as the County's hazard mitigation planning committee, is hereby established for the purpose of developing a natural hazard mitigation plan;
2. All municipalities within DeKalb County shall be invited to participate in and benefit from County's hazard mitigation planning effort.
3. The Hazard Mitigation Committee will be comprised of representatives from the County, municipalities and appointed representatives. Representatives of other interested agencies, organizations and associations shall be appointed by the Chair of the County Board to represent the stakeholders in hazard mitigation and the general public.
4. The Committee shall meet as often as necessary to prepare the hazard mitigation plan. The schedule of Committee meetings shall be posted in appropriate places. All meetings of the Committee shall be open to the public
5. Haley Murray is hereby appointed as the lead County representative on the Mitigation Committee. She is charged with:
 - a. Working with and coordinating the efforts of the Chair and the Mitigation Committee;
 - b. Keeping the County Board informed of the Committee's activities and recommendations;
 - c. Coordinating the County's efforts to collect information about the hazards facing the DeKalb County and our current policies and programs that can mitigate the impacts of those hazards; and
 - d. Obtaining input from County staff on mitigation issues relevant to their work.

e. Working with the County's planning consultant for the development of the hazard mitigation plan.

6. When the County's Mitigation Committee has completed its work and presents its recommended plan, this Board will review it with the intention of adopting all or parts of it. It is understood that this resolution of commitment to participate in the planning process does not constitute a commitment to enact the recommended plan.

PASSED AT SYCAMORE, ILLINOIS THIS 20TH DAY OF SEPTEMBER 2006 A.D.

ATTEST:

SIGNED:

Sharon B. Holmes
County Clerk

Ruth Anne Tobias
County Board Chair

E:\R2006-53 Hazard Mitigation Committee Creation.doc

RESOLUTION R2006-54

Whereas, the DeKalb County Executive Committee has received notice that DeKalb County is eligible to receive a planning grant to fund the process of developing an “All Hazards Mitigation Plan” for the County and all of the cities, towns and villages within the County, and

Whereas, successful participation in and completion of the all hazards mitigation planning process will meet the criteria for qualifying the County and all participating municipalities to receive FEMA funds under the Disaster Mitigation Act of 2000, and

Whereas, the planning process will be open, public and inclusive of all relevant county, municipal and private stakeholders as well as the general public. The planning process will be guided by a Mitigation Planning Committee that will be appointed by the County and consist of county members, at least one representative from each community wishing to qualify for funding or CRS credit, members of the public and relevant stakeholders, and

Whereas, upon completion of this planning process the community as a whole will be better prepared to prioritize its approach to improving the safety of its citizens and protecting private and public property throughout the County, and

Whereas, having reviewed the benefits and burdens associated with participating in this planning effort, the DeKalb County Executive Committee did recommend that the County Board agree to accept the grant and to engage Molly O’Toole and Associates, Ltd. as the professional planning consultant to assist the Mitigation Planning Committee in its tasks as outlined in the “Scope of Work” which is attached to this Resolution and hereby incorporated by reference.

NOW THEREFORE BE IT RESOLVED THAT THE DeKalb County Board does concur in the recommendation of the DeKalb County Executive Committee and hereby authorizes the County Board Chairman to execute any and all documents necessary to accept the All Hazards Mitigation Planning Grant and to engage Molly O’Toole and Associates, Ltd. to provide professional guidance to assist the Mitigation Planning Committee in carrying out the tasks outlined in the attached “Scope of Work”

PASSED AT SYCAMORE, ILLINOIS THIS 20TH DAY OF SEPTEMBER 2006 A.D.

ATTEST:

SIGNED:

Sharon B. Holmes
County Clerk

Ruth Anne Tobias
DeKalb County Board Chair

DeKalb County, Illinois
Scope of Work – Hazard Mitigation Planning

Purpose

The purpose of this planning effort is to prepare a countywide all hazards mitigation plan for DeKalb County. The plan and the planning process will meet the criteria for qualifying participating municipalities to receive hazard mitigation funds under the Disaster Mitigation Act of 2000. The plan will address the hazards of riverine flooding, earthquakes, severe summer storms, tornadoes, and winter storms, along with an examination of potential manmade hazards, such as transportation incidents or utility interruption. Severe storms include wind, hail, lightning, and localized flash flooding, snow and ice.

Approach

A Hazard Mitigation Planning Committee (“Committee”) will be formed and its membership will include DeKalb County staff, representatives from interested municipalities, and representatives of the public and stakeholders, such as the American Red Cross.

The plan will be prepared through a series of eight tasks, which follow FEMA’s recommended planning process. Each task includes the preparation of one or more documents, which are provided to the Mitigation Planning Committee. After Committee review they will be revised and form part of the working draft mitigation plan.

Technical input, research, and written drafts will be provided by a qualified hazard mitigation planning consultant. Molly O’Toole & Associates, Ltd. (O&A). Molly J. O’Toole, P.E., CFM will be the principal investigator. O&A associates may provide assistance in the planning effort. DeKalb County will provide support for the data management, mapping, municipal coordination and public involvement aspects of the planning process. Throughout the process, the Committee and O&A will ensure that the mitigation measures proposed are technically appropriate, environmentally sound, and financially feasible. To the extent possible, they will be coordinated or combined with other activities, such as economic development, protection of natural areas, and recreation.

Tasks

Task 1. Organize: O&A and the County staff will meet to review the process to be followed. Project contacts will be identified and the make up of the Mitigation Planning Committee will be discussed. The Committee will be composed primarily of County and municipal staff, but will also include stakeholders and the general public.

O&A will provide a draft resolution for the County Board to create the Committee, specifying its duties and appointing the chair. Each municipality that wants the plan to qualify them for FEMA mitigation grants or Community Rating System (CRS) credit must have at least one representative on the Committee. O&A will draft a resolution for the municipalities, committing them to cooperate with the effort and participate in the process. The resolution will identify the community’s level of effort and who will represent it.

The Committee is expected to meet seven to eight times during the planning process (see Timetable, page 5). O&A will provide County and municipal offices with a list of needed data, plans, studies, maps, ordinances, and other documents related to the hazards and mitigation activities. It will be the County and municipal offices' responsibility to provide those that are readily available.

Task 2. Public involvement: Public involvement is important to ensure that the mitigation measures proposed are responsive to perceived threats, are realistic, and are comprehensible to lay persons. It also builds a constituency to support implementation of the plan's recommendations. The following approaches will be used:

Mitigation Planning Committee: Committee membership will include representatives of the public and stakeholder organizations.

Press Releases: Press releases that explain the project will be disseminated. They will include information on how people can participate and how they can submit their comments or concerns. Members of the Committee will be encouraged to provide the press release to their community newsletters and other local media.

Website: A County website will be used to keep inquirers abreast of progress and to solicit their input. It will include things like information on the planning process, the schedule of Committee meetings, and the questionnaire.

Final Public Meeting: The Committee will hold a public meeting at the end of the planning process when the draft is ready for presentation. It will be publicized through the media and e-mail notices to interested parties, such as those who attended the evening workshops.

Task 3. Coordination: O&A will review the plans, studies, maps, ordinances, and other documents collected under Task 1. Agencies and organizations involved in hazard mitigation will be contacted and, in the case of the more active ones, will be visited and interviewed. The objective is to determine what activities they are currently implementing that impact hazard mitigation and what things they could do to help mitigate losses in the region. As part of Task 7, the draft mitigation plan will be sent to these agencies and organizations for their review. They will be asked to comment before the final public meeting.

Task 4. Hazard Assessment: This portion of the plan will include a **hazard risk assessment, identify and profile hazards, and a vulnerability assessment**. The plan will address, at a minimum, the following natural hazards: riverine flooding, earthquakes, thunderstorms, tornadoes, and winter storms. Thunderstorms include the hazards of wind, hail, lightning, and localized flash flooding.

For the **risk assessment** O&A will review the available data on these hazards from the following sources:

- County and municipal databases
- Existing plans, studies and publications
- Records from past events and disaster declarations

- Flood insurance claims data
- Input from Committee members
- Information collected from the public

With this information, along with hazard identification and assessment worksheets, O&A will work with the Committee to examine, **identify and prioritize hazards**. O&A will prepare, for Committee review, a **hazard profile** of prioritized hazards.

This information will be summarized in narrative form, in tables, and on maps. The summaries will include information on past occurrences and the probability of future events.

Special attention will be paid to the repetitive loss properties in those communities interested in the CRS. These are properties that FEMA has identified as having paid two or more flood insurance claims of over \$1,000. Each property will be plotted and checked to see if any mitigation activity has been implemented since it was identified. Repetitive loss areas will be outlined and the mitigation plan will include activities that meet all the CRS repetitive loss planning and loss reduction requirements for those participating communities.

As part of the **vulnerability assessment**, O&A will review the available data to determine the impact of the hazards on:

- Public safety
- Public health
- Infrastructure
- Property damage

O&A will conduct hazard audits of several critical facilities. These will identify how the facilities would be damaged by natural hazards and how they could be protected. The results can be extrapolated to help estimate the countywide impact of these hazards. The County's GIS will be used to determine the extent and severity of identified hazards. Where possible, the impacts on infrastructure and property will be measured in terms of dollar losses.

A **summary assessment** of the impacts will be prepared. Separate tables will be prepared where the impacts on participating municipalities vary from the summary for the whole region. Plans and regional growth trends will be reviewed to estimate how the problem can be expected to change over time.

Task 5. Goal Setting: O&A will review existing County and municipal plans and documents that have identified goals (e.g., land use plans). After the Committee reviews these goals and the hazard assessment, an exercise will be conducted to help it establish goals and objectives for the mitigation plan.

Task 6. Mitigation Activities and Mitigation Strategy: O&A will collect information on ongoing hazard mitigation activities from:

- A survey of activities that will be given to each participating municipality and organization
- Follow up interviews on selected activities
- Available reports, ordinances, and publications

- Meetings with state and federal agencies

The mitigation activities will be organized according to five basic mitigation strategies:

- *Preventive activities* that keep problems from getting worse through building codes, regulating the use and development of hazardous areas, and local planning and capital improvement programs.
- *Property protection* activities that are undertaken on a building-by-building or parcel basis, such as acquisition, retrofitting and insurance.
- *Emergency services* measures taken during a disaster to minimize its impact.
- *Structural projects* that control flooding, drainage, and other hazards.
- *Public information* activities that advise people about the hazards and how to protect themselves and their property.

Each of these strategies will form the basis for a chapter in the plan. The chapters will review the various measures that can be taken pursuant to the strategy, whether they are appropriate for the area, and possible changes to those activities that are currently being implemented.

Task 7. Draft Plan: The working draft products of tasks 3 – 6 will be combined to form the basis of the draft mitigation plan. It will include a description of the planning process, the hazard assessment, the goals, and a summary of possible and appropriate measures.

The last chapter will be an action plan that:

- Specifies who does what by when
- Describes how the action items were prioritized
- Reviews the benefits and costs of the action items
- Recommends incorporation of appropriate mitigation measures into existing planning mechanisms
- Has identifiable action items for the municipalities that want FEMA recognition
- Specifies how the plan will be monitored and kept up to date over the years.

Following Committee review of the draft plan, it will be revised and distributed to the appropriate agencies and organizations that were contacted during task 3. They will be asked to comment before the final public meeting.

The draft plan will be summarized and publicized through various media. The public will be invited to attend a public meeting to comment on the plan's content and recommended action items.

Task 8. Final plan: Upon receipt of the comments from the public meeting and the agencies and organizations that reviewed it, the Committee will make changes to the plan as needed. The Mitigation Planning Committee Chair will formally submit the final plan to the County Board and the City Councils and Village Boards of each participating municipality.

After any final revisions and adoption, the County will reproduce the plan. Appropriate government bodies, organizations and people will be notified of its availability. The plan will be

submitted to the Illinois Emergency Management Agency for the appropriate reviews and approval.

Note: While this concludes the plan preparation process, both the FEMA funding and CRS programs require reviews and updates every five years. Each municipality receiving CRS credit for the plan will need to ensure an annual progress report of their activities is submitted to FEMA.

Timetable

The planning process is expected to take eight months from initiation to preparing the final draft. Six to seven Committee meetings will be held, and one meeting with the County Board. The meetings for Tasks 4, 5 and 6 will be at least one-half daylong. The meeting on the draft plan (Task 7) will be a public meeting, which will likely be held in the evening.

Task	Month							
	1	2	3	4	5	6	7	8
Task 1. Organize	M							
Task 2. Public involvement	M							
Task 3. Coordination	M							
Task 4. Hazard assessment		M						
Task 5. Goal setting			M					
Task 6. Mitigation activities				M	M	M		
Task 7. Draft plan							M	
Task 8. Final plan								M

M = Main topic at one of the five meetings of the Mitigation Planning Committee.

In addition to attending the Committee meetings, the County and participating municipalities are expected to contribute staff time for the following planning work:

- Task 1: Assisting in setting up the Planning Committee meetings, serving on the Committee, sending out reminder notices, etc.
- Task 2: Identifying all appropriate media contacts, issuing press releases, coordinating and setting up the public meeting.
- Task 4: Assistance with collection of data, plans, reports, etc.
- Task 6: Assistance in collecting documents and data
- Task 7: Setting up and publicizing the public meeting
- Task 8: Printing and distributing the final plan

The County and participating municipalities will keep track of these hours as a record of their in-kind contribution to the local cost-share of the project.

Budget

	Consultant				DeKalb County	
	O&A	Assoc.	Total		In-Kind	Cash and
	Hours			O&A Budget	Staff *	GIS Products**
Task 1. Organize	32		32	\$ 3,840	24	
Task 2. Public involvement	20		20	\$ 2,400	40	\$ 1,000
Task 3. Coordination	32		32	\$ 3,840	8	
Task 4. Hazard assessment	120	40	160	\$18,400	60	\$ 4,500
Task 5. Goal setting	12		12	\$ 1,440	20	
Task 6. Mitigation activities	140	40	180	\$20,800	80	\$ 1,500
Task 7. Draft plan	80	8	88	\$10,400	20	
Task 8. Final plan	20		20	\$ 2,400	20	
Total hours	456	88	544	---	272	---
Rate (per hour)	\$ 120	\$ 100		---	\$ 40	---
Total labor	\$54,720	\$8,800	\$63,520	\$63,520	\$ 10,880	\$ 7,000
			Travel	\$ 480	---	---
			Direct Expenses (copying & reproduction)	\$ 1,000	---	\$ 3,850
			Totals:	\$65,000	\$ 10,850	\$ 10,850
					Project total:	\$ 86,700

* 12.5% of Project total is allowed by IEMA as in-kind services, for County and municipalities.

** Includes reproduction of maps and graphics

Contract Amount:

Molly O'Toole & Associates, Ltd.

\$65,000