



TO: Mayor Tom Ross
Members of the City Council

FROM: Jason Sorenson, Utilities Director

DATE: April 1, 2024

SUBJECT: APPROVAL OF FLOOD SPECIFIC EMERGENCY ACTION PLAN (3135.1)

I. RECOMMENDED ACTION

1. Recommend council approve the updated Emergency Action Plan

II. DEPARTMENT CONTACT PERSONS

Jason Sorenson, Utilities Director 857-4140

III. DESCRIPTION

A. Background

As a requirement of our System Wide Improvement Framework (SWIF) for flood fighting and preparedness the city is required to prepare a flood specific emergency action plan (EAP) and update this plan yearly. This plan is posted on our city webpage.

B. Proposed Project

The EAP is a living document that describes the process, procedures and materials needed in the event of a flood in the City of Minot to protect lives and prevent property damage in the event of a flood. The updates done in this plan cover changes to the levy up to 2023. Completion of MREFPP Phases MI 1-3, SWIF Repairs (Projects A-F), and MWTP Flood Protection have all been incorporated into the plan. All tables and figures, contact info for personnel has been updated and websites and links have been verified.

Some of the specific requirements of this plan address the following:

- Authority and Emergency declarations
- Shared resources and assistance needed from state and federal agencies
- Organization structure
- External resources and contacts
- Flood elevations, mapping and history
- Public and private utilities
- Critical facilities and sheltering
- Prioritized actions for varying flood event size
- Evacuation
- Internal and external communication

C. Consultant Selection

Houston Engineering

IV. IMPACT:

A. Strategic Impact:

This plan is a requirement of our SWIF agreement with the USACE to remain eligible for PL 84-99 funding in the event of a flood.

B. Service/Delivery Impact:

This plan makes relevant flood fighting information readily available in a single document for a flood fighting effort.

C. Fiscal Impact:

There are no immediate fiscal impacts. Serious impacts could be felt later if the city falls out of the PL 84-99 program and must undergo flood fighting without the help of USACE

Project Costs

N/A

Project Funding

N/A

V. CITY COUNCIL ASPIRATIONS

This item accomplishes the council aspiration of resilient and prepared

VI. ALTERNATIVES

N/A

VII. TIME CONSTRAINTS

N/A

VIII. LIST OF ATTACHMENTS

- A. The EAP can be viewed on the City of Minot webpage at
<https://www.minotnd.gov/692/Flooding-Flood-Control>