Linn County Multi-Jurisdictional Hazard Mitigation Plan
2014 – 2019
Appendix

Linn County Planning Committee and Meeting Documentation

Alburnett Planning Committee and Meeting Documentation

Bertram Planning Committee and Meeting Documentation

Cedar Rapids Planning Committee and Meeting Documentation

Center Point Planning Committee and Meeting Documentation

Central City Planning Committee and Meeting Documentation

Coggon Planning Committee and Meeting Documentation

Ely Planning Committee and Meeting Documentation

Fairfax Planning Committee and Meeting Documentation

Hiawatha Planning Committee and Meeting Documentation

Lisbon Planning Committee and Meeting Documentation

Marion Planning Committee and Meeting Documentation

Mount Vernon Planning Committee and Meeting Documentation

Palo Planning Committee and Meeting Documentation

Prairieburg Planning Committee and Meeting Documentation

Robins Planning Committee and Meeting Documentation

Springville Planning Committee and Meeting Documentation

Walker Planning Committee and Meeting Documentation

Center Point – Urbana Community School District Planning Committee and Meeting Documentation

College Community School District Planning Committee and Meeting Documentation
Linn County Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 1 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 1: Unincorporated Linn County Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
<th>Meeting #1</th>
<th>Meeting #2</th>
<th>Meeting #3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stephanie Lientz</td>
<td><strong>Primary Contact</strong></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Linn County Planning and Development, Planner</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Les Beck</td>
<td>Linn County Planning and Development, Director</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Carolyn Siebrecht</td>
<td>Linn County Planning and Development, P &amp; D Specialist</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Dan Swartendrubber</td>
<td>Linn County Planning and Development, Planning and Zoning Manager</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Michael Goldberg</td>
<td>Linn County Emergency Management Agency, Coordinator</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Don Vincent</td>
<td>Linn County Emergency Management Agency, Plans Officer</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Gerald Hansel</td>
<td>Linn County Sheriff’s Office, Major Second Deputy</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Greg McGivern</td>
<td>Linn County Sheriff’s Office, Lieutenant</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Julie Stephens</td>
<td>Linn County Public Health, Administration and Finance</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Seth Gunnerson</td>
<td>Corridor Metropolitan Planning Organization, Planner</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Tom Smith</td>
<td>Corridor Metropolitan Planning Organization, Planner</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Steve Gannon</td>
<td>Linn County Secondary Roads, Engineer</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Rebecca Palmer</td>
<td>Duane Arnold Energy Center, Emergency Preparedness Coordinator</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Sonia Kendrick</td>
<td>Feed Iowa First, Founder and Linn County Food Systems Council, Member</td>
<td></td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notices, combined meeting agenda and minutes, and sign-in sheets.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Unincorporated Linn County Meeting #1

Date: Thursday, February 27, 2014
Time: 9 AM – 10:30 PM
Location: Jean Oxley Public Service Center
Lower Level Room 3A/3B
935 Second Street SW
Cedar Rapids, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #1 Agenda and Minutes

1. Consultant and planning committee introduction (10 minutes)

The meeting began at 9 AM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county's hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the County or particular interest in hazard mitigation planning. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the county's planning committee.

2. Hazard mitigation planning overview and discussion (15 minutes)

For the benefit of the people who were not members of the previous hazard mitigation planning committee, the planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for hazard mitigation funding was provided to the committee.

In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the county’s plan. The planning consultant highlighted the process for updating a hazard mitigation plan and incorporating an existing single jurisdiction plan into a multi-jurisdictional plan. The planning consultant answered questions from the committee about how participating in a multi-jurisdictional rather than a single jurisdiction plan will affect the county and how the plan is developed.

3. Hazard risk assessment review and discussion (30 minutes)

The planning consultant provided the hazard analysis and risk assessment from the county’s existing hazard mitigation plan (converted to Iowa’s 2013 criteria) and the same analysis completed at the countywide, multi-jurisdictional level for the planning committee to directly compare. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
The priority level for several hazards was modified to reflect current conditions and priorities. Any change in priority will be noted in the new, multi-jurisdictional plan. Sinkholes were added as a natural hazard because several sinkholes and karst topography are present in Linn County. The planning committee debated whether or not to keep radon as a natural hazard. A planning committee member representing the Linn County Public Health Department committed to discuss the issue with the department and provide guidance at the second meeting.

4. Critical facilities and vulnerable populations review and discussion (15 minutes)

Due to extensive discussion during agenda item #3, the planning committee briefly discussed critical facilities and vulnerable populations. The planning consultant explained the basic definition and purpose of identifying critical facilities and vulnerable populations. A map of critical facilities from the county’s existing hazard mitigation plan was provided as a reference. The planning committee decided to independently review the map, identify vulnerable populations, and finish discussing the agenda item at the second meeting.

5. Planning goals review and discussion (15 minutes)

The planning consultant provided the goals in the county’s existing hazard mitigation plan. The committee agreed to independently review and discuss this agenda item at the second meeting. Due to extensive discussion during agenda item #3, time was limited.

6. Preview of meeting #2 (5 minutes)

The planning consultant provided the date, time, and tentative agenda for the second planning committee meeting. Agenda items that were not completed in the first meeting will be completed at the second meeting, which will be held on Wednesday, March 26, 2014 from 9 AM – 10:30 AM at the same location. The meeting officially ended at 10:45 AM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Friday, February 29, 2014.

For More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org

Stephanie Lientz, Planner
Linn County Planning and Development
(319) 892-5138
stephanie.lientz@linncounty.org
Include sign-in sheet here.
## Linn County Multi-Jurisdictional Hazard Mitigation Plan
Unincorporated Linn County Planning Meeting #1

**Date:** Thursday, February 27, 2014  
**Time:** 9 AM – 10:30 AM  
**Location:** Jean Oxley Public Service Center  
Lower Level Rooms 3A/3B  
935 Second Street SW  
Cedar Rapids, IA

### Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a county employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steve Gannon</td>
<td>Linn Engineer</td>
<td><a href="mailto:steve.gannon@linn.county.ia">steve.gannon@linn.county.ia</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Julie Stephens</td>
<td>Public Health</td>
<td><a href="mailto:julie.stephens@linn.county.ia">julie.stephens@linn.county.ia</a></td>
<td>No</td>
</tr>
<tr>
<td>Sonia Kwan</td>
<td>Public Safety</td>
<td><a href="mailto:s.kwan@linn.county.ia">s.kwan@linn.county.ia</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Dan Vincent</td>
<td>Linn Emerg.</td>
<td><a href="mailto:dan.vincent@linn.county.ia">dan.vincent@linn.county.ia</a></td>
<td>No</td>
</tr>
<tr>
<td>Rebecca Palmer</td>
<td>DMEC</td>
<td><a href="mailto:rebecca.palmer@linn.county.ia">rebecca.palmer@linn.county.ia</a></td>
<td>No</td>
</tr>
<tr>
<td>Carol Howard</td>
<td>Shrewd</td>
<td><a href="mailto:carol.howard@linn.county.ia">carol.howard@linn.county.ia</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Matt Growden</td>
<td>Linn PD</td>
<td><a href="mailto:m.growden@linn.county.ia">m.growden@linn.county.ia</a></td>
<td>No</td>
</tr>
<tr>
<td>Rick Caudy</td>
<td>Linn Co. P-D</td>
<td><a href="mailto:r.caudy@linn.county.ia">r.caudy@linn.county.ia</a></td>
<td>No</td>
</tr>
<tr>
<td>Pam Snyder</td>
<td>&quot;</td>
<td><a href="mailto:pam.snyder@linn.county.ia">pam.snyder@linn.county.ia</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Stephanie Wierzbick</td>
<td>&quot;</td>
<td><a href="mailto:stephanie.wierzbick@linn.county.ia">stephanie.wierzbick@linn.county.ia</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Carolyn Sebreech</td>
<td>&quot;</td>
<td><a href="mailto:carolyn.sebreech@linn.county.ia">carolyn.sebreech@linn.county.ia</a></td>
<td>Yes</td>
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**Meeting Duration:** 1.75 hours
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Unincorporated Linn County Meeting #2

Date: Wednesday, March 26, 2014
Time: 9 AM – 10:30 PM
Location: Jean Oxley Public Service Center
Lower Level Room 3A/3B
935 Second Street SW
Cedar Rapids, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #2 Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

   The meeting began at 9 AM. The planning consultant from the East Central Iowa Council of Governments introduced herself and reviewed the purpose of hazard mitigation planning and the agenda items for the meeting. All meeting participants introduced themselves and identified their position with the county or particular interest in hazard mitigation planning. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the county’s planning committee.

2. Review hazard risk assessment (10 minutes)

   The planning consultant provided a summary of the county’s risk assessment based on discussion at the first planning committee meeting. The planning committee reviewed the assessment and determined that the assessment reflected discussion accurately and the priority level for each hazard reflects the county’s priorities.

3. Critical facilities and vulnerable populations review and discussion (5 minutes)

   To follow-up the brief discussion of critical facilities and vulnerable populations, the planning committee discussed critical facilities and vulnerable populations in Linn County. The planning committee determined that GIS shapefile data for Linn County facilities is sufficient for identifying critical facilities in the plan, and the planning consultant explained that all facilities, infrastructure, etc. will be noted as critical. Stephanie Lientz, a planner in the Planning and Development Department, offered to provide the data to the planning consultant.

   For vulnerable populations, the planning committee determined that vulnerable population data maintained by the Linn County Emergency Management Agency is sufficient for identifying vulnerable populations in the plan. Don Vincent, the plans officer with the Linn County Emergency Management Agency, offered to provide the planning consultant the definition and breakdown of vulnerable populations located throughout Linn County.
4. Planning goals review and discussion (15 minutes)

The planning consultant provided the goals in the county's current hazard mitigation plan and the goals for hazard planning in the county's new comprehensive plan for the planning committee to review and determine goals for the new hazard mitigation plan. The planning consultant suggested combining goals or adopting the goals in the new comprehensive plan to create consistency in the county's plans. The planning committee determined that the hazard planning goals in the new comprehensive plan will also be the goals in the new hazard mitigation plan. The planning consultant will modify the goals, since some relate to developing a hazard mitigation plan or response/recovery, and provide them for review at the next planning committee meeting.

5. Mitigation strategy and action plan review and discussion (50 minutes)

The planning consultant provided the mitigation strategy from the county's current hazard mitigation plan so the planning committee can begin review and discussion. The planning committee reviewed as much of the strategy as time allowed providing updates and proposed mitigation actions for the planning consultant to include the new hazard mitigation plan. The remainder of the mitigation strategy will be reviewed and an action plan will be determined at the next planning committee meeting.

6. Preview of meeting #3 (5 minutes)

The planning consultant provided an overview of the agenda items for the next planning committee meeting, which will be held on Wednesday, April 23, 2014 from 9 AM – 10:30 AM at the same location. The meeting officially ended at 10:30 AM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Wednesday, April 16, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
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alicia.presto@ecicog.org

Stephanie Lientz, Planner
Linn County Planning and Development
(319) 892-5138
stephanie.lientz@linncounty.org
# Linn County Multi-Jurisdictional Hazard Mitigation Plan

Unincorporated Linn County Planning Meeting #2

**Date:** Wednesday, March 26, 2014  
**Time:** 9 AM – 10:30 AM  
**Location:** Jean Oseley Public Service Center  
Lower Level Rooms 3A/3B  
935 Second Street SW  
Cedar Rapids, IA

## Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a county employee, is this meeting during business hours?</th>
</tr>
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<tbody>
<tr>
<td>Stephanie Lintel</td>
<td>Linn County Planning</td>
<td><a href="mailto:stephanie.lintel@linncounty.org">stephanie.lintel@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Don Kerber</td>
<td>Linn Co EMA</td>
<td><a href="mailto:don.kerber@linncounty.org">don.kerber@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Julie Stephens</td>
<td>Linn Co Public Health</td>
<td><a href="mailto:julie.stephens@linncounty.org">julie.stephens@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Dan Swartz}</td>
<td>Linn Co (G P A)</td>
<td><a href="mailto:dana.schwaetzer@linncounty.org">dana.schwaetzer@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Tom Smith</td>
<td>Coralville MPO</td>
<td><a href="mailto:tomth@coralville.org">tomth@coralville.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Steve Carver</td>
<td>Linn Co Engineer</td>
<td><a href="mailto:steve.carver@linncounty.org">steve.carver@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Rod Hargett</td>
<td>Linn Co EMA</td>
<td><a href="mailto:Rod.Hargett@linncounty.org">Rod.Hargett@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Mike Goldberg</td>
<td>Linn Co EMA</td>
<td><a href="mailto:mike.goldberg@linncounty.org">mike.goldberg@linncounty.org</a></td>
<td>YES</td>
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**Meeting Duration:** 1, 5 hours
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Unincorporated Linn County Meeting #3

Date: Wednesday, April 23, 2014
Time: 9 AM – 10:30 PM
Location: Jean Oxley Public Service Center
          Lower Level Room 3A/3B
          935 Second Street SW
          Cedar Rapids, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #3 Agenda and Minutes

1. Consultant and planning committee introduction (10 minutes)

The meeting began at 9 AM. The planning consultant from the East Central Iowa Council of Governments introduced herself and reviewed the purpose of hazard mitigation planning and the agenda items for the meeting. All meeting participants introduced themselves and identified their position with the county or particular interest in hazard mitigation planning. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the county's planning committee.

2. Planning goals review and discussion (15 minutes)

Based on discussion at the previous meeting, the planning consultant provided goals that were adapted from the county's new comprehensive plan. The planning committee reviewed the goals, asked questions, and determined the goals were appropriate as presented by the planning consultant.

3. Mitigation strategy and action plan review and discussion (60 minutes)

To determine the county's new hazard mitigation strategy and action plan, the planning consultant provided the action plan from the current Linn County hazard mitigation plan that was updated to reflect progress. The planning committee reviewed the action plan, and several mitigation actions were modified or omitted. The planning committee also prioritized mitigation actions based on local risk, perceived benefit, estimated cost, and overall priority to determine an action plan.

4. Discuss plan monitoring and evaluation (10 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation plan after it is approved. The planning committee decided to independently review the plan annually in August.
5. Discuss next steps (5 minutes)

Before adjourning the meeting, the planning consultant explained the next steps in the plan development process. A draft summary of the county’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed. A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the County when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014. Once the plan is approved, the planning consultant will contact the county and provide instructions when the plan needs to be adopted. The plan development process is expected to be complete in November 2014. The meeting adjourned at 10:30 AM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Wednesday, April 30, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org

Stephanie Lientz, Planner
Linn County Planning and Development
(319) 892-5138
stephanie.lientz@linncounty.org
# Linn County Multi-Jurisdictional Hazard Mitigation Plan

Unincorporated Linn County Planning Meeting #3

**Date:** Wednesday, April 23, 2014  
**Time:** 9 AM – 10:30 AM  
**Location:** Jean Oxley Public Service Center  
Lower Level Rooms 3A/3B  
935 Second Street SW  
Cedar Rapids, IA

## Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a county employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stephanie Huntsz</td>
<td>Linn Co. P+D</td>
<td><a href="mailto:stephanie.huntsz@linncounty.org">stephanie.huntsz@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Mike Beasley</td>
<td>Linn Co. P+D</td>
<td><a href="mailto:mike.beasley@linncounty.org">mike.beasley@linncounty.org</a></td>
<td>NA</td>
</tr>
<tr>
<td>Don Vincent</td>
<td>Linn Co. P+D</td>
<td><a href="mailto:don.vincent@linncounty.org">don.vincent@linncounty.org</a></td>
<td>NA</td>
</tr>
<tr>
<td>Greg McGivern</td>
<td>Linn Co. P+D</td>
<td><a href="mailto:greg.mcgivern@linncounty.org">greg.mcgivern@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Cheryl Hansel</td>
<td>Linn Co. P+D</td>
<td><a href="mailto:cheryl.hansel@linncounty.org">cheryl.hansel@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Dan Swank</td>
<td>Linn Co. P+D</td>
<td><a href="mailto:dan.swank@linncounty.org">dan.swank@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td>Julie Stephens</td>
<td>Linn Co. Public</td>
<td><a href="mailto:julie.stephens@linncounty.org">julie.stephens@linncounty.org</a></td>
<td>YES</td>
</tr>
<tr>
<td></td>
<td>Health</td>
<td></td>
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</table>

**Meeting Duration:** 1.5 hours
Alburnett Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 2 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 2: Alburnett Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sharon Robertson</td>
<td>Primary Contact</td>
</tr>
<tr>
<td></td>
<td>City Clerk</td>
</tr>
<tr>
<td>Chester Schantz</td>
<td>City Council Member</td>
</tr>
<tr>
<td>Guy Trimble</td>
<td>Public Works, Director</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Alburnett Meeting

Date: Monday, June 23, 2014
Time: 1:30 PM – 3 PM
Location: City Hall
       102 East 1st Street
       Alburnett, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Date: Monday, June 23, 2014  
Time: 1:30 PM – 3 PM  
Location: City Hall  
102 East 1st Street  
Alburnett, IA

Meeting Agenda and Minutes

7. Consultant and planning committee introduction (5 minutes)

The meeting began at 1:30 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county’s hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city’s planning committee.

8. Hazard mitigation planning overview and discussion (10 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for Hazard Mitigation Assistance (HMA) was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan. The planning consultant highlighted the process for a new plan, because Alburnett does not have an existing plan.

The planning consultant answered questions from the committee about how participating in a multi-jurisdictional rather than a single jurisdiction plan will affect the city and how the plan is developed.

9. Hazard risk assessment discussion (15 minutes)

The planning consultant provided the hazard risk assessment completed at the countywide, multi-jurisdictional level to use a base for the city’s assessment. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.

The priority level for river flood, drought, animal, plant, crop disease, and grass and wildland fire was reduced. Four hazards were excluded including levee and dam failure, sinkholes, landslides, and expansive soils. The priority level reduction or exclusion was due to minimal risk or no historical occurrences in Alburnett.
10. Critical facilities and vulnerable populations discussion (15 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant recorded a list and explained that a map of facilities would be developed for the final summary of the city's hazard mitigation plan information, and the planning committee will be able to review the summary for accuracy.

The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. Low-income housing, outdoor recreation facilities and events, and school facilities were identified. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

11. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The planning committee discussed and adopted the example goals as written.

12. Mitigation strategy and action plan discussion (30 minutes)

For each hazard identified, the planning committee discussed city operations (sustained mitigation actions) and proposed mitigation actions. Sustained mitigation actions reduce risk but are a component of normal city operations like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.

The potential lead, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated timeline for completion.

13. Discussing monitoring evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan in June each year.

14. Discuss next steps (5 minutes)

The planning consultant provided information about the remainder of the plan development process. First, a draft summary of the city’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed.
A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014. Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted.

The meeting ended at 3:15 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Tuesday, July 15, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
# Linn County Multi-Jurisdictional Hazard Mitigation Plan

## Alburnett Meeting

Date: Monday, June 23, 2014  
Time: 1:30 PM – 3 PM  
Location: City Hall  
102 East 1st Street  
Alburnett, IA

## Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a city employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shara Robertson</td>
<td>City Clerk</td>
<td>847-2672</td>
<td>yes</td>
</tr>
<tr>
<td>Stu Schmitz</td>
<td>Council</td>
<td>847-2088</td>
<td>no</td>
</tr>
<tr>
<td>Garry Trimble</td>
<td>Public Works</td>
<td>712-767-1402</td>
<td>yes</td>
</tr>
</tbody>
</table>

Meeting Duration: 1.75 hours
Bertram Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 3 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 3: Bertram Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Drahos</td>
<td>Primary Contact Mayor</td>
</tr>
<tr>
<td>Lisa Berry</td>
<td>City Clerk</td>
</tr>
<tr>
<td>Bob Malone</td>
<td>City Council Member</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Bertram Meeting

Date: Tuesday, August 19, 2014
Time: 4 PM
Location: City Hall
1244 2nd Street
Bertram, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

   The meeting began at 4 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county's hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city's planning committee.

   Important Note: The meeting start time on the sign-in sheet is a mistake, and it should be 4 PM as indicated in meeting minutes.

2. Hazard mitigation planning overview and discussion (10 minutes)

   The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for Hazard Mitigation Assistance (HMA) was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan. The planning consultant highlighted the process for a new plan, because Bertram does not have an existing plan.

   The planning consultant answered questions from the committee about how participating in a multi-jurisdictional rather than a single jurisdiction plan will affect the city and how the plan is developed.

3. Hazard risk assessment discussion (15 minutes)

   The planning consultant provided the hazard risk assessment completed at the countywide, multi-jurisdictional level to use a base for the city's assessment. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
4. Critical facilities and vulnerable populations discussion (15 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant recorded a list and explained that a map of facilities would be developed for the final summary of the city’s hazard mitigation plan information, and the planning committee will be able to review the summary for accuracy.

The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. Low-income housing, outdoor recreation facilities and events, and school facilities were identified. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The planning committee discussed and adopted the example goals as written.

6. Mitigation strategy and action plan discussion (30 minutes)

For each hazard identified, the planning committee discussed city operations (sustained mitigation actions) and proposed mitigation actions. Sustained mitigation actions reduce risk but are a component of normal city operations like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.

The potential lead, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated timeline for completion.

7. Discussing monitoring evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan in December each year.

8. Discuss next steps (5 minutes)

The planning consultant provided information about the remainder of the plan development process. First, a draft summary of the city’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed.

A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in August 2014. Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted.
The meeting ended at 5:30 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, August 28, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
**Linn County Multi-Jurisdictional Hazard Mitigation Plan**

**Bertram Meeting**

Date: Tuesday, August 19, 2014  
Time: 10 AM  
Location: City Hall  
1244 2nd Street  
Bertram, IA

## Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a city employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lisa Berry</td>
<td>City of Bertram</td>
<td><a href="mailto:berry.lisa49@yahoo.com">berry.lisa49@yahoo.com</a></td>
<td>NO</td>
</tr>
<tr>
<td>James Dramas</td>
<td></td>
<td>JDRAMAS@<a href="mailto:G@RTHUNDER.COM">G@RTHUNDER.COM</a></td>
<td>319-640-0488</td>
</tr>
<tr>
<td>Bob Malone</td>
<td></td>
<td><a href="mailto:cpottery@msn.com">cpottery@msn.com</a></td>
<td>319-362-9834</td>
</tr>
</tbody>
</table>

Meeting Duration: 1.5 hours
Cedar Rapids Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 4 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 4: Cedar Rapids Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
<th>Meeting #1</th>
<th>Meeting #2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mark English</td>
<td>Primary Contact</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Fire Chief</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Melissa Kopf</td>
<td>Primary Contact</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>Flood Recovery Coordinator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jon Durst</td>
<td>Public Works, Sewer Superintendent</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mike Kuntz</td>
<td>Utilities, Environmental Manager</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Craig Hanson</td>
<td>Public Works, Maintenance Manager</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

[Image]

Cedar Rapids Meeting #1

Date: Thursday, March 27, 2014
Time: 10 AM – Noon
Location: Central Fire Station
713 1st Avenue SE
Cedar Rapids, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #1 Agenda and Minutes

1. Consultant and planning committee introduction (10 minutes)

The meeting began at 10 AM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the County’s hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city’s planning committee.

2. Hazard mitigation planning overview and discussion (15 minutes)

For the benefit of people who were not members of the previous hazard mitigation planning committee, the planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for hazard mitigation funding was provided to the committee.

In addition, the planning consultant provided a planning process flow chart and explained the process that will be used to develop the countywide plan. The planning consultant highlighted the process for updating a hazard mitigation plan and incorporating an existing single jurisdiction plan into a multi-jurisdictional plan. The planning consultant answered questions from the committee about how participating in a countywide rather than a metropolitan planning area focused plan will affect the city and how the plan is developed.

3. Hazard risk assessment review and discussion (30 minutes)

The planning consultant provided the hazard analysis and risk assessment from the city’s existing hazard mitigation plan (converted to Iowa’s 2013 criteria) and the same analysis completed at the countywide, multi-jurisdictional level for the planning committee to directly compare. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
The priority level for several hazards was updated by the planning committee to reflect current conditions and priorities. The thunderstorm, lightning, and hail hazard was updated from the lowest to the highest priority level. Similarly, drought was the lowest priority level but the planning committee updated the hazard to the highest priority level to reflect recent drought and associated water supply concerns.

Considering lower priority hazards, extreme heat was updated to medium rather than the lowest priority level. Finally, the grass and wildland fire hazard was updated to reflect a reduced priority level, from medium to the lowest priority level.

In the existing plan, sinkholes were eliminated as a potential hazard. The planning committee reconsidered and added sinkholes as a hazard that can potentially affect the area. The probability of a major sinkhole developing is low so the priority level is low. Based on the list of potential hazards in the 2013 Iowa Hazard Mitigation Plan, there are no excluded hazards in Cedar Rapids.

4. Critical facilities and vulnerable populations review and discussion (15 minutes)

The critical facilities map in the existing plan was reviewed, and the planning committee discussed that appropriate facility information can be provided by the city’s GIS specialists. The planning committee will assist the planning consultant in contacting the correct person with city to obtain the data. Vulnerable populations were broadly discussed, and the planning committee determined that a general characterization and information provided by the Linn County Emergency Management Agency is sufficient for the plan.

5. Planning goals review and discussion (15 minutes)

The planning consultant provided the planning committee the overall hazard mitigation planning goals in the city’s existing plan. The planning consultant also provided example goals. The planning committee re-adopted the goals in the existing plan to guide the city’s mitigation strategy in the updated, countywide plan.

6. Begin mitigation strategy review and action plan discussion (30 minutes)

The planning consultant provided the mitigation strategy and action plan in the city’s existing plan for the planning committee to begin the review and update process. The planning committee discussed city operations and resources that currently mitigate hazards, project progress, and potential mitigation projects.

7. Preview of meeting #2 (5 minutes)

The planning consultant provided the date, time, and tentative agenda for the second planning committee meeting. Agenda items discussed at the first meeting will be reviewed at the second meeting, which will be held on Friday, April 11, 2014 from 1 PM – 3 PM at the same location.

The meeting ended at noon.
Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Friday, May 30, 2014.

For More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
# Linn County Multi-Jurisdictional Hazard Mitigation Plan

Cedar Rapids Meeting #1

Date: Thursday, March 27, 2014  
Time: 10 AM – Noon  
Location: Central Fire Station  
713 1st Avenue SE  
Cedar Rapids, IA

## Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a city employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jon Durst</td>
<td>CR PW</td>
<td><a href="mailto:j.durst@cedar-rapids.org">j.durst@cedar-rapids.org</a></td>
<td>Y</td>
</tr>
<tr>
<td>Melissa Kopf</td>
<td>CR – Surplus</td>
<td><a href="mailto:m.kopf@cedar-rapids.org">m.kopf@cedar-rapids.org</a></td>
<td>Y</td>
</tr>
<tr>
<td>Mike Kuntz</td>
<td>CR – UHS PW</td>
<td><a href="mailto:M.Kuntz@cedar-rapids.org">M.Kuntz@cedar-rapids.org</a></td>
<td>Y</td>
</tr>
<tr>
<td>Brandi English</td>
<td>CAFD</td>
<td><a href="mailto:m.english@cedar-rapids.org">m.english@cedar-rapids.org</a></td>
<td>Y</td>
</tr>
</tbody>
</table>

Meeting Duration: 2 hours
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Cedar Rapids Meeting #2

Date:  Friday, April 11, 2014
Time:  1 PM – 3 PM
Location: Central Fire Station
         713 1st Avenue SE
         Cedar Rapids, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #2 Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

   The meeting began at 1 PM. The planning consultant from the East Central Iowa Council of Governments introduced herself and reviewed the purpose of hazard mitigation planning and the agenda items for the meeting. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city’s planning committee.

2. Review hazard risk assessment (10 minutes)

   The planning committee reviewed the hazard risk assessment from the first meeting. The priority level for one hazard, radiological incident, was updated from a low priority to a medium priority. Otherwise, the risk assessment was accepted upon review by the planning committee.

3. Review critical facilities and vulnerable populations (5 minutes)

   The planning committee briefly discussed using the city's GIS facility data and the Linn County Emergency Management Agency’s vulnerable population information.

4. Review goals (5 minutes)

   The planning committee briefly reviewed overall hazard mitigation planning goals to use as a guide for the mitigation strategy and action plan discussion.

5. Discuss mitigation strategy and action plan (45 minutes)

   To determine the city's new hazard mitigation strategy and action plan, the planning consultant provided the action plan from the city's existing hazard mitigation plan. The planning committee reviewed the action plan, and several mitigation actions were modified or omitted. The planning committee also prioritized mitigation actions based on local risk, perceived benefit, estimated cost, and overall priority to determine an action plan.
6. Discuss plan monitoring (10)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan annually in April.

7. Discuss steps moving forward (10 minutes)

The planning consultant explained that a draft summary of the city's information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed.

A full draft of the plan will be available for public comment in July 2014 on the ECICOG website. The consultant will send information to the City when the plan is available. The plan draft will also be submitted for FEMA review in July 2014. Once the plan is approved, the planning consultant will contact the City and provide instructions when the plan needs to be adopted.

The meeting ended at 2:30 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Friday, May 30, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Linn County Multi-Jurisdictional
Hazard Mitigation Plan
Cedar Rapids Meeting #2

Date: Friday, April 11, 2014
Time: 1 PM – 3 PM
Location: Central Fire Station
713 1st Avenue SE
Cedar Rapids, IA

Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a city employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Kunze</td>
<td>City &amp; Utilities</td>
<td><a href="mailto:mkunze@cedar-rapids.org">mkunze@cedar-rapids.org</a></td>
<td></td>
</tr>
<tr>
<td>Carolyn Johnson</td>
<td>CR PW</td>
<td><a href="mailto:chanson@cedar-rapids.org">chanson@cedar-rapids.org</a></td>
<td></td>
</tr>
<tr>
<td>Mary English</td>
<td>CRFO</td>
<td><a href="mailto:menglish@cedar-rapids.org">menglish@cedar-rapids.org</a></td>
<td></td>
</tr>
</tbody>
</table>

Meeting Duration: 1.5 hours
Center Point Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 5 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 5: Center Point Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Positions/Organization</th>
<th>Meeting #1</th>
<th>Meeting #2</th>
<th>Meeting #3</th>
<th>Meeting #4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Atkinson</td>
<td><strong>Primary Contact</strong>&lt;br&gt;City Clerk</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Steve Winger</td>
<td>City Administrator</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Ryan Sutcliffe</td>
<td><strong>Center Point Fire Agency and Ambulance Service, Responder</strong></td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mike Techau</td>
<td><strong>Center Point Fire Agency and Ambulance Service, Responder</strong></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Center Point Hazard Mitigation Plan Meeting
May 30, 2012
5:00pm City Hall
Agenda

1.) Introductions
2.) Discussion of process
3.) Overview of current plan/past planning process
4.) Required changes to plan
5.) Score Hazards
6.) Next steps
Center Point Hazard Mitigation Plan Meeting
May 30, 2012
5:00pm City Hall

1.) Introductions
   Copeland made introductions around the table. Four representatives of Center Point
   were present.

2.) Discussion of process
   a. FEMA requires plan for grants
      The planning committee was very interested in the possibility of pursuing a safe room,
      and had a long discussion about how to design safe rooms, procure safe rooms, and
      where one might go.
   b. Multi-Jurisdictional planning
      The committee was told that multiple jurisdictions within Linn County will be
      participating in the plan, and this will lengthen the planning process.
   c. Linn County coordinating plan
      The financing/grant and coordination of the plan was explained.

3.) Overview of current plan/past planning process
   Center Point will be an initial plan, but some plans are updates. The old hazards and scores were
   presented to help explain the HARA process.

4.) Required changes to plan
   a. New/updated hazards
   b. More focus on schools
      The planning team understood that schools will be addressed like their own jurisdiction, and
      if schools want to apply for grants they also function like their own jurisdiction for that
      process.

5.) Score Hazards
   The committee selected the hazards for scoring, and then scored all of the hazards.

6.) Next steps
   a. Mitigation Priorities
   b. Review critical facilities
   c. Review risk data
      Next time Copeland will bring more information on Safe Rooms, a sample safe room
      application, and some additional information on soil types to help evaluate the hazards
      of expansive soils and sink holes.

Meeting adjourned at 7:00pm
<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Email</th>
<th>Compensated by Linn Co for time? (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steve Winger</td>
<td>City of Center Point</td>
<td><a href="mailto:winger211@yahoo.com">winger211@yahoo.com</a></td>
<td>N</td>
</tr>
<tr>
<td>Melissa Atkinson</td>
<td>City of Center Point</td>
<td><a href="mailto:mailinson@ladyofcenterpoint.com">mailinson@ladyofcenterpoint.com</a></td>
<td>N</td>
</tr>
<tr>
<td>Michael Techau</td>
<td>CP Ambulance</td>
<td><a href="mailto:Mittechau@hotmail.com">Mittechau@hotmail.com</a></td>
<td>Y</td>
</tr>
<tr>
<td>Ken Swinkle</td>
<td>CP Ambulance</td>
<td><a href="mailto:merckben342@blimail.com">merckben342@blimail.com</a></td>
<td>N</td>
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</table>

**CP # 1**
<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Email</th>
<th>Compensated by Linn Co for time? (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steve Winger</td>
<td>City of Carter PT</td>
<td><a href="mailto:winger211@yahoo.com">winger211@yahoo.com</a></td>
<td>N</td>
</tr>
<tr>
<td>Melissa Atkinson</td>
<td>City of Carter PT</td>
<td><a href="mailto:matkinson@cityofcarterpt.com">matkinson@cityofcarterpt.com</a></td>
<td>N</td>
</tr>
<tr>
<td>Michael Techeu</td>
<td>CP: Ambulance</td>
<td><a href="mailto:mtecheu@hotmail.com">mtecheu@hotmail.com</a></td>
<td>Y</td>
</tr>
<tr>
<td>Ken Sundliffe</td>
<td>CP: Ambulance</td>
<td><a href="mailto:msundliffe24@gmail.com">msundliffe24@gmail.com</a></td>
<td>N</td>
</tr>
</tbody>
</table>

per phone call on 11/14/12 with city clerk
ambulance employees are volunteer-unpaid

319-349-1508 **Y**
Center Point Hazard Mitigation Plan Meeting  
10/4/2012  
5:00pm City Hall  

Meeting 2 Agenda  

1.) Review of Hazard Scores  

2.) Discussion of tornado safe room  
   a. Location mapping  
   b. Grant application  
   c. RFP/construction info
Center Point Hazard Mitigation Plan Meeting
10/4/2012
5:00pm City Hall

Meeting 2 Minutes

1.) Review of Hazard Scores
   The committee reviewed and approved the hazards as scored at the previous meeting

2.) Discussion of tornado saferoom
   a. Location mapping
      The consultant presented maps with ¼ mile radius identified around the fire station and city hall. Also included were population counts within these areas. The committee discussed various locations, and eventually decided they would also be interested in pursuing a saferoom at the library as it would serve a large portion of the town as well as the school and its surrounding playground/ballfield area.
   b. Grant application
      The committee reviewed a grant application from the consultant, and went through the application page by page to fully describe the application process and what information would be needed.
   c. RFP/construction info
      The consultant described the RFP process and how plans would be approved at various stages throughout the grant.

Meeting Duration: 2 hours
SIGN-IN       CENTER POINT       10/4/12

Steve Wingar
Melissa Atkinson
Ryan Sorelli
Mike Itohan
Center Point Hazard Mitigation Plan Meeting
11/8/2012
5:00pm City Hall

Meeting 3 Agenda

1.) Critical Facilities Mapping
2.) Development of mitigation strategies
3.) Prioritization of mitigation strategies
Center Point Hazard Mitigation Plan Meeting
11/8/2012
5:00pm City Hall

Meeting 3 Minutes

1.) Critical Facilities Mapping
   The planning committee made a list of the cities critical facilities

2.) Development of mitigation strategies
   The committee developed a list of mitigation strategies that they would like to pursue. The
   focus of safe room development at this point is the library, which is planning an expansion.

3.) Prioritization of mitigation strategies
   Mitigation strategies were prioritized. Top priorities include safe room construction, stormwater
   infrastructure updates, road updates and structural (building) repairs – possibly through a TIF
   funded RLF program. The city is also interested in pursuing an income survey in the spring to
   evaluate the possibility of using CDBG funds for stormwater or structural rehab.

Meeting duration: 2 hours
Center Point 11/8/12

NAME

Compensated by union Y/N

N

Clerk 8.33 hr. Melissa Atkinson
Administrator 33.99 hr. Steve Wingo

compensated by-
City of Center Point-
donation letter attached
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Center Point Planning Meeting #4

Date: Thursday, May 2, 2013
Time: 5 PM
Location: Center Point City Hall
200 Franklin Street
Center Point, IA 52213

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.

Date Prepared: 4/16/2013
Linn County Multi-Jurisdictional Hazard Mitigation Plan
Center Point Planning Meeting #4

Date: May 2, 2013
Time: 5 PM – 6 PM
Location: Center Point City Hall, 200 Franklin Street, Center Point, IA

Meeting Agenda

1. Introduction
2. Review hazards and assess River Flood and Radiological hazards
3. Review critical facilities
4. Review vulnerable populations
5. Confirm hazard mitigation goals
6. Confirm and prioritize hazard mitigation projects
7. Overview of the Derelict Building Program
8. Discuss next steps
9. Questions

Additional Information

If you have any questions or concerns, please contact Alicia Presto at East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting Minutes

Meeting: Linn County Multi-Jurisdictional Hazard Mitigation Plan
Center Point Planning Meeting #4
Date: May 2, 2013
Time: 5 PM – 6:45 PM
Location: Center Point City Hall, 200 Franklin Street, Center Point, IA

Minutes

1. Introduction

The meeting was called to order at 6 PM. The new planning consultant (Alicia Presto) introduced herself to the representative of the City’s Planning Team, which is the City Clerk.

2. Review hazards

The City Clerk and planning consultant reviewed the already complete hazard assessment since the most recent planning meeting was approximately a year ago. The Earthquake hazard was rescored to reflect lower priority. River Flooding and Radiological hazards were added and scored.

3. Review critical facilities

Previously identified critical facilities were reviewed, discussed, and confirmed. No changes were made. The City Clerk did note that one of critical facilities, Children Prevail Daycare, will move out of the flood hazard area.

4. Review vulnerable populations

Identified vulnerable populations were reviewed, discussed, and confirmed. People attending sporting events at the City's new outdoor sports complex, Fross Park, were added.

5. Confirm hazard mitigation goals

A set of five, comprehensive mitigation goals were presented for review and discussion. These goals were drafted based on the current Linn County hazard mitigation plan and discussion at previous hazard mitigation planning meetings in Center Point. The five goals were accepted as presented by the planning consultant. These goals were used to guide discussion in the proceeding agenda items.
6. Confirm and prioritize hazard mitigation projects

The Planning Team reviewed and discussed previously identified hazard mitigation actions. No actions were eliminated. Discussion helped clarify the details and justification for certain actions that were identified at previous meetings. Using FEMA's STAPLEE evaluation method, the City Clerk and planning consultant analyzed, prioritized, and discussed the action plan for all hazard mitigation actions.

7. Overview of the Derelict Building Program

The planning consultant provided an overview of the Derelict Building Program, which is a program through the Iowa Department of Natural Resources. The purpose of this program is to assist rural communities with buildings that are a safety hazard or economic hardship. The requirements and cost share information for the program were discussed. The due date for applications is February 1, 2014.

8. Discuss next steps

The planning consultant shared the next steps in the hazard mitigation plan development process, which includes preparing a draft of Center Point’s mitigation strategy for the Planning Team to review for accuracy. The planning consultant will work with the other jurisdictions in Linn County to complete the multi-jurisdictional plan. Quarterly progress reports will be sent to the City in order to provide updates and important information. The City Council will be expected to adopt the final plan by resolution after the plan is approved. Anticipated plan approval is November 2014.

9. Questions

Questions were asked throughout the meeting during associated agenda items. The meeting adjourned at 6:45 PM.

Minutes Prepared By: Alicia Presto, Planner, East Central Iowa Council of Governments
Date: 5/3/2013
Linn County Multi-Jurisdictional
Hazard Mitigation Plan
Center Point Planning Meeting #4

Date: May 2, 2013
Time: 5 PM
Location: Center Point City Hall, 200 Franklin Street, Center Point, IA

Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Organization</th>
<th>Are you being compensated for attending this meeting?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Atkinson</td>
<td>City Clerk</td>
<td>Census</td>
<td>No</td>
</tr>
</tbody>
</table>

Meeting Duration: 1.75 hours
Central City Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 6 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 6: Central City Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
<th>Meeting #1</th>
<th>Meeting #2</th>
</tr>
</thead>
<tbody>
<tr>
<td>LaNeil McFadden</td>
<td>Primary Contact</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>City Administrator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thomas Eiben</td>
<td>Public Works, Director</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Allen Burkle</td>
<td>Public Works, Employee</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Don Gray</td>
<td>Mayor</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>James O’Leary</td>
<td>Fire Chief</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Central City Meeting #1

Date: Monday, March 10, 2014
Time: 1:30 PM – 3 PM
Location: Falcon Civic Center
137 4th Street N
Central City, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Linn County Multi-Jurisdictional Hazard Mitigation Plan
Central City Meeting #1

Date: Monday, March 10, 2014
Time: 1:30 PM – 3 PM
Location: Falcon Civic Center
137 4th Street N
Central City, IA

Meeting #1 Agenda and Minutes

1. Consultant and planning committee introduction (10 minutes)

The meeting began at 1:30 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the County’s hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the City. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the City’s planning committee.

2. Hazard mitigation planning overview and discussion (15 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for the Hazard Mitigation Grant Program (HMGP) was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the County’s plan.

The planning consultant highlighted the process for a new plan, although the City has an expired single jurisdiction plan. The most recent hazard mitigation plan for the City was approved in October 2004, and the plan expired in October 2009. The planning consultant recommended reviewing the plan but not using it as the basis for the new plan.

The planning consultant answered questions from the committee about how participating in a multi-jurisdictional rather than a single jurisdiction plan will affect the City and how the plan is developed.

3. Hazard risk assessment discussion (30 minutes)

The planning consultant provided the hazard risk assessment completed at the countywide, multi-jurisdictional level to use a base for the City’s new assessment. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard. The previous plan, although five years expired, was briefly reviewed to provide context.
The planning committee identified three hazards as the highest priority level for the City: river flood, severe winter storm, and tornado and windstorm. One natural hazard, expansive soils, was excluded because there are no historical occurrences in the community and the risk is minimal. For the levee and dam failure hazard, the planning committee emphasized there are no levee structures in the community but there is potential risk of dam failure.

4. Critical facilities and vulnerable populations discussion (15 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant recorded a list and explained that a map of facilities would be developed for the final summary of the City’s hazard mitigation plan information, and the planning committee will be able to review the summary for accuracy.

The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. Senior living apartments, outdoor recreation facilities, and school facilities were identified. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (15 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The goals in the previous plan were also reviewed to provide context. The planning committee adopted the example goals as written.

6. Preview of meeting #2 (5 minutes)

The planning consultant provided the date, time, and tentative agenda for the second planning committee meeting. The second meeting will be held Monday, March 24, 2014 at 1:30 PM at the same location. The meeting ended at 2:30 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, April 3, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Linn County Multi-Jurisdictional
Hazard Mitigation Plan
Central City Meeting #1

Date: Monday, March 10, 2014
Time: 1:30 PM – 3 PM
Location: Falcon Civic Center
137 4th Street N
Central City, IA

Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a city employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neil McGowan</td>
<td>City of ECC</td>
<td>319-438-1713</td>
<td>Yes</td>
</tr>
<tr>
<td>Thomas Eisen</td>
<td>City of ECC</td>
<td>319-350-9788</td>
<td>Yes</td>
</tr>
<tr>
<td>Allen Burti</td>
<td>City of Central City</td>
<td>319-382-1843</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Meeting Duration: 1 hour
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Central City Meeting #2

Date: Monday, March 24, 2014
Time: 1:30 PM – 3 PM
Location: Falcon Civic Center
137 4th Street N
Central City, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #2 Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 1:30 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself to the planning committee members who did not attend the first planning meeting. For the benefit of new committee members, the planning consultant briefly explained the purpose, benefit, and process of hazard mitigation planning. The new planning committee members introduced themselves and identified their position with the City. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are members of the City's planning committee.

2. Review hazard risk assessment (5 minutes)

With the planning committee, the planning consultant reviewed the hazard risk assessment the final priority level assigned to each hazard. The planning consultant clarified the definition of priority levels for the new planning committee members. No new changes were made to hazard priority levels.

3. Review critical facilities and vulnerable populations (5 minutes)

The planning consultant provided the list of critical facilities and vulnerable populations discussed at the first planning meeting. The locations for facilities were clarified so the planning consultant can develop a map that will be included in a summary of the City's hazard mitigation information. The planning committee will be able to review the map for accuracy.

4. Review goals (5 minutes)

The planning consultant reviewed the goals adopted by the planning committee at the first meeting. No changes were made to the goals.

5. Discuss mitigation strategy and action plan (50 minutes)

For each hazard identified, the planning committee discussed sustained and proposed mitigation actions. Sustained mitigation actions reduce risk but are a component of normal City operations like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current City operations.
The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

6. Discuss plan monitoring and evaluation (10)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan during the City’s annual budget reparation.

7. Discuss steps moving forward (10 minutes)

The planning consultant provided information about the remainder of the plan development process. First, a draft summary of the City’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed.

A full draft of the plan will be available for public comment in early July 2014 on the ECICOG website. The consultant will send information to the City when the plan is available. The plan draft will also be submitted for FEMA review in July 2014. Once the plan is approved, the planning consultant will contact the City and provide instructions when the plan needs to be adopted.

The meeting ended at 3 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, April 3, 2014

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Linn County Multi-Jurisdictional
Hazard Mitigation Plan
Central City Meeting #2

Date: Monday, March 24, 2014
Time: 1:30 PM – 3 PM
Location: Falcon Civic Center
137 4th Street N
Central City, IA

Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a city employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lohud McFadden</td>
<td>City</td>
<td><a href="mailto:lmc@centralcity.net">lmc@centralcity.net</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Don Gary</td>
<td>Employer</td>
<td><a href="mailto:techguy@ymail.com">techguy@ymail.com</a></td>
<td></td>
</tr>
<tr>
<td>Thomas Eber</td>
<td>City</td>
<td><a href="mailto:tecentralcity@hotmail.com">tecentralcity@hotmail.com</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Allen Barkle</td>
<td>City</td>
<td><a href="mailto:abarkle@centralcity.net">abarkle@centralcity.net</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Jason O’Leary</td>
<td>Fire Dept</td>
<td><a href="mailto:jolo@centralcity.net">jolo@centralcity.net</a></td>
<td>Not eligible</td>
</tr>
</tbody>
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Meeting Duration: 1.5 hours
Coggon Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 7 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 7: Coggon Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
<th>Meeting #1</th>
<th>Meeting #2</th>
<th>Meeting #3</th>
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<tbody>
<tr>
<td>Brenda Quandt</td>
<td>Primary Contact</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td>City Clerk</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brandon Lewis</td>
<td>Fire Department, Responder</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Bob Henderson</td>
<td>Citizen and Coggon Historical Society, Member</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Alice Oberbroeckling</td>
<td>Citizen</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Jim Oberbroeckling</td>
<td>Citizen</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Mike Woods</td>
<td>Fire Department, Responder</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Jim Ellis</td>
<td>Mayor (Former)</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brian Rowe</td>
<td>Fire Chief</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Dannette Hankins</td>
<td>Coggon Area Betterment Association, President</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Doug Shaffer</td>
<td>Coggon Area Betterment Association, Member</td>
<td></td>
<td>X</td>
<td></td>
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<tr>
<td>Mary Rundle</td>
<td>Coggon Area Betterment Association, Member</td>
<td></td>
<td>X</td>
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<tr>
<td>Terry Bumgarner</td>
<td>City Council Member</td>
<td></td>
<td>X</td>
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<tr>
<td>Gary Millard</td>
<td>Coggon Area Betterment Association, Member</td>
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<td></td>
<td>X</td>
</tr>
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</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
1.) Introductions

2.) Discussion of process
   a. FEMA requires plan for grants
   b. Multi-Jurisdictional planning
   c. Linn County coordinating plan

3.) Overview of current plan/past planning process

4.) Required changes to plan
   a. New/updated hazards
   b. More focus on schools

5.) Review hazard scores
   a. New hazard occurrences to consider
   b. Scores for hazards that don’t change
   c. Scores for consolidated hazards

6.) Review hazard priorities

7.) Next steps
   a. New/revised mitigation strategies
   b. Review critical facilities
   c. Review risk data
Coggon Hazard Mitigation Plan Meeting
May 2, 2012
5pm Coggon Town Hall

1.) Introductions
Copeland called the meeting to order at 5pm and introductions were made.

2.) Discussion of process
A brief overview of the reasons why a community should have a mitigation plan were given. The consultant also explained that the City’s current single jurisdiction plan would be moving to a multi-jurisdictional plan format and circulated an example of a multi-jurisdictional plan for review. Linn County will be acting as the fiscal agent and providing some assistance with coordination/networking.
   a. FEMA requires plan for grants
   b. Multi-Jurisdictional planning
   c. Linn County coordinating plan

3.) Overview of current plan/past planning process
The committee reviewed the previous hazard mitigation plan and discussed the meetings they had had in the past. Many of the committee members are the same.

4.) Required changes to plan
   a. New/updated hazards
      The committee reviewed a comparison chart between the 2007 and 2010 state identified hazards and the new scoring that uses 1-4 instead of 1-9 and adds duration.
   b. More focus on schools
      The committee discussed that the school in Coggon is actually closing so unlikely to have much participation.

5.) Review hazard scores
The committee decided to re-score all of the hazards using the new hazard names and scoring.
   a. New hazard occurrences to consider
   b. Scores for hazards that don’t change
   c. Scores for consolidated hazards

6.) Review hazard priorities
The top hazards remained largely the same.

7.) Next steps
The meeting was called to a close after 1.75 hours. The next meeting will address mitigation strategies and will take place in two weeks.
<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Email</th>
<th>Compensated by Linn Co for time? (Y/N)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brenda Quandt</td>
<td>City of Coggon</td>
<td><a href="mailto:Coggon@gwestoffice.net">Coggon@gwestoffice.net</a></td>
<td>No</td>
</tr>
<tr>
<td>Brandon Lewis</td>
<td>City of Coggon fire</td>
<td><a href="mailto:b.lewis411@hotmail.com">b.lewis411@hotmail.com</a></td>
<td>No</td>
</tr>
<tr>
<td>Bob Henderson</td>
<td>citizen - Historical society</td>
<td></td>
<td>N.</td>
</tr>
<tr>
<td>Alice Coggon</td>
<td>citizen</td>
<td><a href="mailto:Coggon@cggon.com">Coggon@cggon.com</a></td>
<td>N.</td>
</tr>
<tr>
<td>John Coggon</td>
<td>citizen</td>
<td><a href="mailto:Coggon@cggon.com">Coggon@cggon.com</a></td>
<td>N.</td>
</tr>
</tbody>
</table>
Coggon Hazard Mitigation Plan Meeting
May 16, 2012
Spm Coggon Town Hall

1.) Overview of hazard analysis and risk assessment from previous meeting

2.) Review of current mitigation actions
   a. What mitigation actions have been completed?
   b. What have not been completed and why?
   c. Are additional mitigation actions needed?

3.) Prioritize the mitigation actions

4.) Next Steps
1.) Overview of hazard analysis and risk assessment from previous meeting
   The committee briefly reviewed the hazard scores from the previous meeting, and still felt that
   the results were accurate.

2.) Review of current mitigation actions
   a. What mitigation actions have been completed?
      The committee reviewed the mitigation actions that have been completed. Some
      widening of viaducts has been completed, the City was awarded a siren and has applied
      for three generators.
   b. What have not been completed and why?
      Some planning and coordination items were identified as County EMA responsibility
      (and are currently being done by the EMA) and were removed as redundant. Others,
      such as weather radios, were removed as the Committee felt that local weather stations
      have taken the lead on this project in recent years and the issue is primarily private not
      public. The committee also decided that basement backflow protection should be a
      privately funded issue, though will retain the mitigation strategy but note the change in
      responsible agency/entity.
   c. Are additional mitigation actions needed?
      The committee determined that the city does not have a tree maintenance ordinance
      and it should have one. The committee also determined that the city should maintain a
      minimum amount of sand, even during the summer, to ensure that a hazmat spill could
      be contained.

3.) Prioritize the mitigation actions
   Mitigation actions were prioritized.

4.) Next Steps
   The consultant will add all comments into a draft document and circulate for review. Coggon has
   started meeting ahead of the other jurisdictions so there will be a long gap between their
   meeting processes and release of the draft plan. The meeting adjourned after 1.75 hours.
Ely Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 8 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 8: Ely Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aaron Anderson</td>
<td><strong>Primary Contact</strong> City Administrator</td>
</tr>
<tr>
<td>Ron Stark</td>
<td>Public Works, Director</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Ely Meeting

Date: Wednesday, June 18, 2014
Time: 3 PM – 4:30 PM
Location: City Hall
1570 Rowley Street
Ely, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Date: Wednesday, June 18, 2014  
Time: 3 PM – 4:30 PM  
Location: City Hall  
1570 Rowley Street  
Ely, IA

Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 3 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county’s hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city’s planning committee.

2. Hazard mitigation planning overview and discussion (10 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for the hazard mitigation funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained the process that will be used to develop the countywide plan.

The planning consultant highlighted the process for updating a hazard mitigation plan, and explained that the city (in its current multi-jurisdictional plan) will be incorporated into a countywide plan. The planning consultant answered questions from the committee about how participating in a multi-jurisdictional with the entire county rather than just Corridor Metropolitan Planning Organization member cities could affect the city.

3. Hazard risk assessment discussion (15 minutes)

The planning consultant provided the hazard analysis and risk assessment from the city’s existing hazard mitigation plan (converted to Iowa’s 2013 criteria) and the same analysis completed at the countywide, multi-jurisdictional level for the planning committee to directly compare. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
4. Critical facilities and vulnerable populations discussion (15 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant provided a critical facilities map from the existing plan to use as a reference. To update the plan, the planning consultant recorded a list of facilities and explained that a map of facilities would be developed for the final summary of the city’s hazard mitigation plan information.

The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The goals in the city’s existing plan were also reviewed to provide context. The planning committee modified the existing goals to reflect current priorities.

6. Mitigation strategy and action plan discussion (30 minutes)

For each hazard identified, the planning committee discussed city operations, resources, and proposed mitigation actions. City operations are often sustained mitigation actions that reduce risk like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.

The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

The planning consultant provided the action plan from the city’s existing hazard mitigation plan to review. The action plan was updated and new mitigation actions were added to the city’s mitigation strategy. The planning committee will be able to review the final mitigation strategy and action plan in the city’s summary.

7. Discuss plan monitoring and evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan annually in November.

8. Discuss next steps (5 minutes)

A draft summary of the city’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed. A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014.
Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted. The plan development process is expected to be complete in November 2014.

The meeting ended at 4 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Monday, July 21, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Fairfax Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 9 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 9: Fairfax Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
<th>Meeting #1</th>
<th>Meeting #2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cynthia Stimson</td>
<td>Primary Contact, City Clerk</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Lynn Miller</td>
<td>Public Works, Director</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Jason Rabe</td>
<td>Mayor</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.

80
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Fairfax Meeting #1

Date: Tuesday, March 18, 2014
Time: 1 PM – 2:30 PM
Location: City Hall
525 Vanderbilt Street
Fairfax, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Date: Tuesday, March 18, 2014
Time: 1 PM – 2:30 PM
Location: City Hall
525 Vanderbilt Street
Fairfax, IA

Meeting #1 Agenda and Minutes

1. Consultant and planning committee introduction (10 minutes)

The meeting began at 1 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the County’s hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the City. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the City’s planning committee.

2. Hazard mitigation planning overview and discussion (15 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for the hazard mitigation funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan.

The planning consultant highlighted the process for updating a hazard mitigation plan, and explained that the city (in its current multi-jurisdictional plan) will be incorporated into a countywide plan. The planning consultant answered questions from the committee about how participating in a multi-jurisdictional with the entire county rather than just Corridor Metropolitan Planning Organization member cities could affect the City.

3. Hazard risk assessment discussion (30 minutes)

The planning consultant provided the hazard analysis and risk assessment from the city’s existing hazard mitigation plan (converted to Iowa’s 2013 criteria) and the same analysis completed at the countywide, multi-jurisdictional level for the planning committee to directly compare. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
4. Critical facilities and vulnerable populations discussion (15 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant recorded a list and explained that a map of facilities would be developed for the final summary of the city's hazard mitigation plan information, and the planning committee will be able to review the summary for accuracy.

The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (15 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The goals in city's existing plan were also reviewed to provide context. The planning committee modified the existing goals to reflect current priorities.

6. Preview of meeting #2 (5 minutes)

The planning consultant provided the date, time, and tentative agenda for the second planning committee meeting. The second meeting will be held Monday, April 14, 2014 at 1 PM at the same location. The meeting ended at 2:30 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Wednesday, May 14, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Fairfax Meeting #2

Date: Monday, April 14, 2014
Time: 1 PM – 2:30 PM
Location: City Hall
      525 Vanderbilt Street
      Fairfax, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #2 Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 1 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself to the planning committee members who did not attend the first planning meeting. For the benefit of new committee members, the planning consultant briefly explained the purpose, benefit, and process of hazard mitigation planning. The new planning committee members introduced themselves and identified their position with the City. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are members of the City's planning committee.

2. Review hazard risk assessment (5 minutes)

With the planning committee, the planning consultant reviewed the hazard risk assessment the final priority level assigned to each hazard. The planning consultant clarified the definition of priority levels for the new planning committee members. No new changes were made to hazard priority levels.

3. Review critical facilities and vulnerable populations (5 minutes)

The planning consultant provided the list of critical facilities and vulnerable populations discussed at the first planning meeting. The locations for facilities were clarified so the planning consultant can develop a map that will be included in a summary of the City’s hazard mitigation information. The planning committee will be able to review the map for accuracy in the City’s summary.

4. Review goals (5 minutes)

The planning consultant reviewed the goals adopted by the planning committee at the first meeting. No changes were made to the goals.

5. Discuss mitigation strategy and action plan (50 minutes)

For each hazard identified, the planning committee discussed sustained and proposed mitigation actions. Sustained mitigation actions reduce risk but are a component of normal city operations like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.
The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

The planning consultant provided the action plan from the city's existing hazard mitigation plan to review. The action plan was updated and new mitigation actions were added to the city's mitigation strategy. The planning committee will be able to review the final mitigation strategy and action plan in the city's summary.

6. Discuss plan monitoring and evaluation (10)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan annually in April.

7. Discuss steps moving forward (10 minutes)

The planning consultant provided information about the remainder of the plan development process. First, a draft summary of the City's information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed.

A full draft of the plan will be available for public comment in July 2014 on the ECICOG website. The consultant will send information to the City when the plan is available. The plan draft will also be submitted for FEMA review in July 2014. Once the plan is approved, the planning consultant will contact the City and provide instructions when the plan needs to be adopted.

The meeting ended at 2:30 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, May 15, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Hiawatha Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 10 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 10: Hiawatha Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kim Downs</td>
<td>Primary Contact</td>
</tr>
<tr>
<td></td>
<td>City Administrator</td>
</tr>
<tr>
<td>Tom Theis</td>
<td>Mayor</td>
</tr>
<tr>
<td>Dennis Marks</td>
<td>Police Chief</td>
</tr>
<tr>
<td>Carl Ransford</td>
<td>Water Department, Superintendent</td>
</tr>
<tr>
<td>Marty Recker</td>
<td>Water Department, Systems Supervisor</td>
</tr>
<tr>
<td>Andrew Sweeney</td>
<td>Deputy Fire Chief</td>
</tr>
<tr>
<td>Mike Nesslage</td>
<td>Fire Chief</td>
</tr>
<tr>
<td>Rod Jasa</td>
<td>Public Works Department, Superintendent</td>
</tr>
<tr>
<td>Patrick Parsley</td>
<td>Community Development, Director/Building Official</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

City of Hiawatha Meeting

Date: Wednesday, May 14, 2014
Time: 10 AM – 11:30 AM
Location: City Hall
         101 Emmons Street
         Hiawatha, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Linn County Multi-Jurisdictional Hazard Mitigation Plan
Hiawatha Meeting

Date: Wednesday, May 14, 2014
Time: 10 AM – 11:30 AM
Location: City Hall
    101 Emmons Street
    Hiawatha, IA

Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

   The meeting began at 10 AM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county's hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city’s planning committee.

2. Hazard mitigation planning overview and discussion (10 minutes)

   The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for the hazard mitigation funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan.

   The planning consultant highlighted the process for updating a hazard mitigation plan, and explained that the city (in its current multi-jurisdictional plan) will be incorporated into a countywide plan. The planning consultant answered questions from the committee about how participating in a multi-jurisdictional with the entire county rather than just Corridor Metropolitan Planning Organization member cities could affect the city.

3. Hazard risk assessment discussion (15 minutes)

   The planning consultant provided the hazard analysis and risk assessment from the city's existing hazard mitigation plan (converted to Iowa's 2013 criteria) and the same analysis completed at the countywide, multi-jurisdictional level for the planning committee to directly compare. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
4. Critical facilities and vulnerable populations discussion (15 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant provided a critical facilities map from the existing plan to use as a reference. To update the plan, the planning consultant recorded a list of facilities and explained that a map of facilities would be developed for the final summary of the city’s hazard mitigation plan information.

The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The goals in the city’s existing plan were also reviewed to provide context. The planning committee modified the existing goals to reflect current priorities.

6. Mitigation strategy and action plan discussion (30 minutes)

For each hazard identified, the planning committee discussed city operations, resources, and proposed mitigation actions. City operations are often sustained mitigation actions that reduce risk like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.

The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

The planning consultant provided the action plan from the city’s existing hazard mitigation plan to review. The action plan was updated and new mitigation actions were added to the city’s mitigation strategy. The planning committee will be able to review the final mitigation strategy and action plan in the city’s summary.

7. Discuss plan monitoring and evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan annually in November.

8. Discuss next steps (5 minutes)

A draft summary of the city’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed. A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014.
Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted. The plan development process is expected to be complete in November 2014.

The meeting ended at 11:30 AM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, July 24, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
# Linn County Multi-Jurisdictional Hazard Mitigation Plan

**Hiawatha Meeting**

**Date:** Wednesday, May 14, 2014  
**Time:** 10 AM - 11:30 AM  
**Location:** City Hall  
101 Emmons Street  
Hiawatha, IA

## Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a city employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dennis Marks</td>
<td>Hiawatha P.D.</td>
<td>319-393-1212</td>
<td>Yes</td>
</tr>
<tr>
<td>John Smith</td>
<td>City Council</td>
<td>—</td>
<td>No</td>
</tr>
<tr>
<td>Carl Regnier</td>
<td>Hiawatha-water</td>
<td>519-393-3776</td>
<td>Yes</td>
</tr>
<tr>
<td>Matt Factor</td>
<td>Hiawatha-water</td>
<td>319-393-5556</td>
<td>Yes</td>
</tr>
<tr>
<td>Anders Speaney</td>
<td>Hiawatha FD</td>
<td>319-393-4180</td>
<td>Yes</td>
</tr>
<tr>
<td>Mike Nesbitt</td>
<td>Hiawatha FD</td>
<td>319-393-4180</td>
<td>Yes</td>
</tr>
<tr>
<td>Rose Jasa</td>
<td>Hiawatha PW</td>
<td>393-664</td>
<td>Yes</td>
</tr>
<tr>
<td>Kim Johnson</td>
<td>Hiawatha-city</td>
<td>393-1515</td>
<td>Yes</td>
</tr>
<tr>
<td>Patrick Bresley</td>
<td>Hiawatha DPD</td>
<td>319-393-1575</td>
<td>Yes</td>
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**Meeting Duration:** 1.5 hours
Lisbon Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 11 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 11: Lisbon Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
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<tbody>
<tr>
<td>Connie Meier</td>
<td>Primary Contact</td>
</tr>
<tr>
<td></td>
<td>City Administrator</td>
</tr>
<tr>
<td>Beryl O’Connor</td>
<td>Mayor</td>
</tr>
<tr>
<td>Doug O’Connor</td>
<td>City Council Member/Mayor Pro-Tem</td>
</tr>
<tr>
<td>Rick Scott</td>
<td>Police Deputy</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Lisbon Meeting

Date: Friday, August 22, 2014
Time: 9:30 AM
Location: City Hall
115 N. Washington Street
Lisbon, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Linn County Multi-Jurisdictional Hazard Mitigation Plan
Lisbon Meeting

Date: Friday, August 22, 2014
Time: 9:30 AM – 10:30 AM
Location: City Hall
   115 N. Washington Street
   Lisbon, IA

Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

   The meeting began at 9:30 AM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the County's hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city's planning committee.

2. Hazard mitigation planning overview and discussion (10 minutes)

   The planning consultant reviewed the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for the hazard mitigation funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan.

   The planning consultant highlighted the process for updating a hazard mitigation plan, and explained that the city (in its current multi-jurisdictional plan) will be incorporated into a countywide plan. The planning consultant answered questions from the committee about how participating in a multi-jurisdictional with the entire county rather than just the neighboring city, Mount Vernon.

3. Hazard risk assessment discussion (15 minutes)

   The planning consultant provided the hazard analysis and risk assessment from the city's existing hazard mitigation plan. Each hazard that can affect the county was discussed in the context of the assessment criteria, and the planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.

4. Critical facilities and vulnerable populations discussion (15 minutes)

   The planning consultant provided a critical facilities list from the existing plan to use as a reference. For the plan update, the planning consultant recorded a list of facilities and explained that a map of facilities would be developed for the final summary of the city's hazard mitigation plan information.
The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The goals in the city’s existing plan were also reviewed to provide context. The planning committee adopted the existing goals.

6. Mitigation strategy and action plan discussion (30 minutes)

For each hazard identified, the planning committee discussed city operations, resources, and proposed mitigation actions. City operations are often sustained mitigation actions that reduce risk like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.

The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

The planning consultant provided the action plan from the city’s existing hazard mitigation plan to review. The action plan was updated and new mitigation actions were added to the city’s mitigation strategy. The planning committee will be able to review the final mitigation strategy and action plan in the city’s summary.

7. Discuss plan monitoring and evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan annually in October.

8. Discuss next steps (5 minutes)

A draft summary of the city’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed. A full draft of the plan will be available for public comment in August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in August 2014. Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted. The plan development process is expected to be complete in November 2014.

The meeting ended at 10:30 AM.
Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, August 28, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
# Linn County Multi-Jurisdictional Hazard Mitigation Plan
## Lisbon Meeting

**Date:** Friday, August 22, 2014  
**Time:** 9:30 AM  
**Location:** City Hall  
115 N. Washington Street  
Lisbon, IA

## Meeting Sign-In

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Email Address or Phone Number</th>
<th>If you are a city employee, is this meeting during business hours?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steve Meier</td>
<td>City of Lisbon</td>
<td><a href="mailto:city_of_lisbon@tncgov.com">city_of_lisbon@tncgov.com</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Smith</td>
<td>Mayor</td>
<td><a href="mailto:mayor@lisbon.gov">mayor@lisbon.gov</a></td>
<td>NA</td>
</tr>
<tr>
<td>Dan O'Connor</td>
<td>City of Lisbon</td>
<td><a href="mailto:dan@lisbon.gov">dan@lisbon.gov</a></td>
<td>No</td>
</tr>
<tr>
<td>Rick Scott</td>
<td>City of Lisbon</td>
<td><a href="mailto:rick@lisbon.gov">rick@lisbon.gov</a></td>
<td>Yes, No</td>
</tr>
</tbody>
</table>

**Meeting Duration:** 1 hour
Marion Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 12 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 12: Marion Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tom Treharne</td>
<td>Primary Contact</td>
</tr>
<tr>
<td>Lon Pluckhahn</td>
<td>Planning and Development, Director</td>
</tr>
<tr>
<td>Dan Whitlow</td>
<td>City Manager</td>
</tr>
<tr>
<td>Mike Carolan</td>
<td>City Engineer</td>
</tr>
<tr>
<td>Ryan Miller</td>
<td>Parks Director</td>
</tr>
<tr>
<td>Todd Steigerwaldt</td>
<td>Public Services Director</td>
</tr>
<tr>
<td>Doug Slagle</td>
<td>Water General Manager</td>
</tr>
<tr>
<td>Deb Krebill</td>
<td>Police Department, Captain</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Marion Meeting

Date: Tuesday, May 20, 2014
Time: 10 AM – 11:30 AM
Location: City Hall
        Conference Room 136
        1225 6th Avenue
        Marion, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Linn County Multi-Jurisdictional Hazard Mitigation Plan
Marion Meeting

Date: Tuesday, May 20, 2014
Time: 10 AM – 11:30 AM
Location: City Hall
Conference Room 136
1225 6th Avenue
Marion, IA

Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 10 AM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county's hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city's planning committee.

2. Hazard mitigation planning overview and discussion (10 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for the hazard mitigation funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan.

The planning consultant highlighted the process for updating a hazard mitigation plan, and explained that the city (in its current multi-jurisdictional plan) will be incorporated into a countywide plan. The planning consultant answered questions from the committee about how participating in a multi-jurisdictional with the entire county rather than just Corridor Metropolitan Planning Organization member cities could affect the city.

3. Hazard risk assessment discussion (15 minutes)

The planning consultant provided the hazard analysis and risk assessment from the city's existing hazard mitigation plan (converted to Iowa's 2013 criteria) and the same analysis completed at the countywide, multi-jurisdictional level for the planning committee to directly compare. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
4. Critical facilities and vulnerable populations discussion (15 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant provided a critical facilities map from the existing plan to use as a reference. To update the plan, the planning consultant recorded a list of facilities and explained that a map of facilities would be developed for the final summary of the city's hazard mitigation plan information.

The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The goals in the city's existing plan were also reviewed to provide context. The planning committee modified the existing goals to reflect current priorities.

6. Mitigation strategy and action plan discussion (30 minutes)

For each hazard identified, the planning committee discussed city operations, resources, and proposed mitigation actions. City operations are often sustained mitigation actions that reduce risk like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.

The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

The planning consultant provided the action plan from the city's existing hazard mitigation plan to review. The action plan was updated and new mitigation actions were added to the city's mitigation strategy. The planning committee will be able to review the final mitigation strategy and action plan in the city's summary.

7. Discuss plan monitoring and evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan annually in November.

8. Discuss next steps (5 minutes)

A draft summary of the city's information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed. A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014.
Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted. The plan development process is expected to be complete in November 2014.

The meeting ended at 11:15 AM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, July 24, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Mount Vernon Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 13 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 13: Mount Vernon Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Buser</td>
<td>Primary Contact</td>
</tr>
<tr>
<td></td>
<td>Mount Vernon Emergency Management Coordinator</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Mount Vernon Meeting

Date: Thursday, July 23, 2014
Time: 7 PM
Location: City Hall
213 1st Street NW
Mount Vernon, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Linn County Multi-Jurisdictional Hazard Mitigation Plan
Mount Vernon Meeting

Date: Wednesday, July 23, 2014
Time: 7 PM – 7:30 PM
Location: City Hall
213 1st Street NW
Mount Vernon, IA

Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 7 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the County’s hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city’s planning committee.

2. Hazard mitigation planning overview and discussion (10 minutes)

The planning consultant reviewed the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for the hazard mitigation funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained the process that will be used to develop the countywide plan.

The planning consultant highlighted the process for updating a hazard mitigation plan, and explained that the city (in its current multi-jurisdictional plan) will be incorporated into a countywide plan. The planning consultant answered questions from the committee about how participating in a multi-jurisdictional with the entire county rather than just the neighboring city, Lisbon.

3. Hazard risk assessment discussion (15 minutes)

The planning consultant provided the hazard analysis and risk assessment from the city’s existing hazard mitigation plan. Each hazard that can affect the county was discussed in the context of the assessment criteria, and the planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.

4. Critical facilities and vulnerable populations discussion (15 minutes)

The planning consultant provided a critical facilities list from the existing plan to use as a reference. For the plan update, the planning consultant recorded a list of facilities and explained that a map of facilities would be developed for the final summary of the city’s hazard mitigation plan information.
The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The goals in the city's existing plan were also reviewed to provide context. The planning committee adopted the existing goals.

6. Mitigation strategy and action plan discussion (30 minutes)

For each hazard identified, the planning committee discussed city operations, resources, and proposed mitigation actions. City operations are often sustained mitigation actions that reduce risk like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.

The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

The planning consultant provided the action plan from the city's existing hazard mitigation plan to review. The action plan was updated and new mitigation actions were added to the city's mitigation strategy. The planning committee will be able to review the final mitigation strategy and action plan in the city's summary.

7. Discuss plan monitoring and evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan annually in October.

8. Discuss next steps (5 minutes)

A draft summary of the city's information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed. A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014. Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted. The plan development process is expected to be complete in November 2014.

The meeting ended at 7:30 PM.
Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Sunday, July 27, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Palo Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 14 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 14: Palo Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
</tr>
</thead>
</table>
| Tom Clyme        | **Primary Contact**  
|                  | Linn County Emergency Management Agency Representative |
| Tom Yock         | Mayor                                             |
| Chris Donley     | Fire Department, Responder                        |
| Kirby Underberg  | Palo Telephone Company, General Manager           |

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Palo Meeting

Date: Wednesday, May 7, 2014
Time: 6 PM – 7:30 PM
Location: City Hall
         2800 Hollenbeck Road
         Palo, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Linn County Multi-Jurisdictional Hazard Mitigation Plan
Palo Meeting

Date: Wednesday, May 7, 2014
Time: 6 PM – 7:30 PM
Location: City Hall
   200 Hollenbeck Road
   Palo, IA

Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

   The meeting began at 6 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county's hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city’s planning committee.

2. Hazard mitigation planning overview and discussion (10 minutes)

   The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for the hazard mitigation funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan.

   The planning consultant highlighted the process for updating a hazard mitigation plan, and explained that the city (currently in a single jurisdiction plan) will be incorporated into a countywide plan. The planning consultant answered questions from the committee about how participating in a multi-jurisdictional will affect the city.

3. Hazard risk assessment discussion (15 minutes)

   The planning consultant provided the hazard analysis and risk assessment from the city's existing hazard mitigation plan (converted to Iowa's 2013 criteria) and the same analysis completed at the countywide, multi-jurisdictional level for the planning committee to directly compare. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
4. Critical facilities and vulnerable populations discussion (15 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant provided a critical facilities map from the existing plan to use as a reference. To update the plan, the planning consultant recorded a list of facilities and explained that a map of facilities would be developed for the final summary of the city's hazard mitigation plan information.

The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The goals in the city's existing plan were also reviewed to provide context. The planning committee modified the existing goals to reflect current priorities.

6. Mitigation strategy and action plan discussion (30 minutes)

For each hazard identified, the planning committee discussed city operations, resources, and proposed mitigation actions. City operations are often sustained mitigation actions that reduce risk like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.

The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

The planning consultant provided the action plan from the city's existing hazard mitigation plan to review. The action plan was updated and new mitigation actions were added to the city's mitigation strategy. The planning committee will be able to review the final mitigation strategy and action plan in the city's summary.

7. Discuss plan monitoring and evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan annually in March.

8. Discuss next steps (5 minutes)

A draft summary of the city's information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed. A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014.
Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted. The plan development process is expected to be complete in November 2014.

The meeting ended at 7:30 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Sunday, July 27, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Prairieburg Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 15 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 15: Prairieburg Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
<th>Meeting #1</th>
<th>Meeting #2</th>
<th>Meeting #3</th>
<th>Meeting #4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teresa McNamara</td>
<td>Primary Contact City Clerk</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>David Curl</td>
<td>Mayor</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Helen Curl</td>
<td>City Council Member</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Elizabeth Kluesner</td>
<td>City Council Member</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Steve Le Clerc</td>
<td>City Council Member</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Elizabeth Robison</td>
<td>City Council Member</td>
<td>X</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Tom Kluesner</td>
<td>City Council Member</td>
<td>X</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Robins Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 16 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 16: Robins Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Positions/Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lori Pickart</td>
<td>Primary Contact</td>
</tr>
<tr>
<td></td>
<td>City Clerk</td>
</tr>
<tr>
<td>Chuck Hinz</td>
<td>Mayor</td>
</tr>
<tr>
<td>Roger Overbeck</td>
<td>City Council Member</td>
</tr>
<tr>
<td>Tim Payne</td>
<td>Police Officer</td>
</tr>
<tr>
<td>Vince Bading</td>
<td>Building Inspector</td>
</tr>
<tr>
<td>Neal Boeckmann</td>
<td>Public Works Director</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Robins Meeting

Date: Wednesday, August 20, 2014
Time: 10 AM
Location: Public Safety Center
225 S. Second Street
Robins, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 10 AM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county's hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city’s planning committee.

Important Note: The meeting start time on the sign-in sheet is a mistake, and it should be 10 AM as indicated in meeting minutes.

2. Hazard mitigation planning overview and discussion (10 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for Hazard Mitigation Assistance (HMA) was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan. The planning consultant highlighted the process for a new plan, because Bertram does not have an existing plan.

The planning consultant answered questions from the committee about how participating in a multi-jurisdictional rather than a single jurisdiction plan will affect the city and how the plan is developed.

3. Hazard risk assessment discussion (15 minutes)

The planning consultant provided the hazard risk assessment completed at the countywide, multi-jurisdictional level to use a base for the city's assessment. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
4. Critical facilities and vulnerable populations discussion (15 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant recorded a list and explained that a map of facilities would be developed for the final summary of the city's hazard mitigation plan information, and the planning committee will be able to review the summary for accuracy.

The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. Low-income housing, outdoor recreation facilities and events, and school facilities were identified. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The planning committee discussed and adopted the example goals as written.

6. Mitigation strategy and action plan discussion (30 minutes)

For each hazard identified, the planning committee discussed city operations (sustained mitigation actions) and proposed mitigation actions. Sustained mitigation actions reduce risk but are a component of normal city operations like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.

The potential lead, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated timeline for completion.

7. Discussing monitoring evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan in December each year.

8. Discuss next steps (5 minutes)

The planning consultant provided information about the remainder of the plan development process. First, a draft summary of the city's information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed.

A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in August 2014. Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted.
The meeting ended at 11:15 AM.

**Notes**

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, August 28, 2014.

**More Information**

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Springville Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 17 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 17: Springville Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Positions/Organization</th>
<th>Meeting #1</th>
<th>Meeting #2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Karen Bixler</td>
<td><strong>Primary Contact</strong>&lt;br&gt;City Clerk</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Roger Shebetka</td>
<td>Mayor</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Mareta Ralston</td>
<td>City Council Member</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Tom Miller</td>
<td>City Council Member</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Todd Wyman</td>
<td>Public Works, Director</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Doug Beard</td>
<td>Linn County Amateur Radio Emergency Service, Member</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Tim Roehlk</td>
<td>Linn Cooperative Oil Company, Owner</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Joe Horaney</td>
<td>Cedar Rapids/Linn County Solid Waste Agency, Communications Director</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Steve Carnhan</td>
<td>Citizen</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Springville Meeting #1

Date: Monday, May 19, 2014
Time: 5 PM – 6 PM
Location: City Hall
304 Broadway
Springville, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #1 Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 5 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the County’s hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city’s planning committee.

2. Hazard mitigation planning overview and discussion (15 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for the Hazard Mitigation Assistance (HMA) funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the county’s plan. The planning consultant answered questions from the committee about how participating in a multi-jurisdictional rather will affect the city and how the plan is developed.

3. Hazard risk assessment discussion (30 minutes)

The planning consultant provided the hazard risk assessment completed at the countywide, multi-jurisdictional level to use a base for the city’s assessment. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.

4. Critical facilities and vulnerable populations discussion (10 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant recorded a list and explained that a map of facilities would be developed for the final summary of the city’s hazard mitigation plan information, and the planning committee will be able to review the summary for accuracy.
The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on discussion at the meeting and information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The goals in the previous plan were also reviewed to provide context. The planning committee adopted the example goals as written.

6. Discuss mitigation strategy (as time allows)

There was not enough time during the meeting to address this agenda item.

7. Discuss plan monitoring and evaluation (as time allows)

There was not enough time during the meeting to address this agenda item.

8. Preview and schedule meeting #2, if needed (5 minutes)

The planning consultant provided the tentative agenda for the second planning committee meeting and discussed the best date and time for the meeting. The meeting ended at 6 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, July 24, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Springville Meeting #2

Date: Monday, June 23, 2014
Time: 5 PM – 6 PM
Location: City Hall
304 Broadway
Springville, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #2 Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

   The meeting began at 5 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself to the planning committee members who did not attend the first planning meeting. For the benefit of new committee members, the planning consultant briefly explained the purpose, benefit, and process of hazard mitigation planning. The new planning committee members introduced themselves and identified their position with the City. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are members of the City’s planning committee.

2. Review hazard risk assessment (5 minutes)

   With the planning committee, the planning consultant reviewed the hazard risk assessment the final priority level assigned to each hazard. The planning consultant clarified the definition of priority levels for the new planning committee members. No new changes were made to hazard priority levels.

3. Review critical facilities and vulnerable populations (5 minutes)

   The planning consultant provided the list of critical facilities and vulnerable populations discussed at the first planning meeting. The locations for facilities were clarified so the planning consultant can develop a map that will be included in a summary of the city’s hazard mitigation information. The planning committee will be able to review the map for accuracy.

4. Review goals (5 minutes)

   The planning consultant reviewed the goals adopted by the planning committee at the first meeting. No changes were made to the goals.

5. Discuss mitigation strategy and action plan (30 minutes)

   For each hazard identified, the planning committee discussed sustained and proposed mitigation actions. Sustained mitigation actions reduce risk but are a component of normal city operations like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.
The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

6. Discuss plan monitoring and evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan during the city’s annual budget preparation in November.

7. Discuss steps moving forward (10 minutes)

The planning consultant provided information about the remainder of the plan development process. First, a draft summary of the city’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed.

A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the city when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014. Once the plan is approved, the planning consultant will contact the City and provide instructions when the plan needs to be adopted.

The meeting ended at 6 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Thursday, July 24, 2014

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Walker Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 18 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 18: Walker Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
<th>Meeting #1</th>
<th>Meeting #2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connie Helms</td>
<td>Primary Contact, City Clerk</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Jane Benning</td>
<td>Mayor</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>John F. Pint</td>
<td>City Council Member</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Chris A. Cook</td>
<td>City Council Member</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Kene Shoop</td>
<td>City Council Member</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Amber Bonlander</td>
<td>City Council Member</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Kevin Shoop</td>
<td>Public Works, Technician</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Dean Pecinovsky</td>
<td>Citizen</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Walker Meeting #1

Date: Monday, April 14, 2014
Time: 6 PM – 7 PM
Location: Walker Community Room
210 Park Street
Walker, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #1 Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 6 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the County's hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the city's planning committee.

2. Hazard mitigation planning overview and discussion (5 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for hazard mitigation grant funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the county's plan.

The planning consultant answered questions from the committee about how participating in a multi-jurisdictional rather than a single jurisdiction plan will affect the city and how the plan is developed.

3. Hazard risk assessment discussion (30 minutes)

The planning consultant provided the hazard risk assessment completed at the countywide, multi-jurisdictional level to use a base for the city's assessment. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.

4. Critical facilities and vulnerable populations discussion (10 minutes)

The planning committee identified facilities that are critical to the community during and after a hazard event. The planning consultant recorded a list and explained that a map of facilities would be developed for the final summary of the city's hazard mitigation plan information, and the planning committee will be able to review the summary for accuracy.
The planning committee discussed the individuals and groups in the community that may be particularly vulnerable during a hazard event. The planning consultant explained that a discussion of vulnerable populations will be included in the plan based on information provided by the Linn County Emergency Management Agency.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The planning committee adopted the example goals as written.

6. Preview of meeting #2 (5 minutes)

The planning consultant provided the date, time, and tentative agenda for the second planning committee meeting. The second meeting will be held Monday, April 28, 2014 at 6 PM at the same location. The meeting ended at 7 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Monday, April 28, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Linn County Multi-Jurisdictional Hazard Mitigation Plan

Walker Meeting #2

Date: Monday, April 28, 2014
Time: 6 PM – 7 PM
Location: Walker Community Room
210 Park Street
Walker, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting #2 Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 1:30 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself to the planning committee members who did not attend the first planning meeting. For the benefit of new committee members, the planning consultant briefly explained the purpose, benefit, and process of hazard mitigation planning. The new planning committee members introduced themselves and identified their position with the city. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are members of the city's planning committee.

2. Hazard risk assessment review (5 minutes)

With the planning committee, the planning consultant reviewed the hazard risk assessment the final priority level assigned to each hazard. The planning consultant clarified the definition of priority levels for the new planning committee members. No new changes were made to hazard priority levels.

3. Critical facilities and vulnerable populations review (5 minutes)

The planning consultant provided the list of critical facilities and vulnerable populations discussed at the first planning meeting. The locations for facilities were clarified so the planning consultant can develop a map that will be included in a summary of the city's hazard mitigation information. The planning committee will be able to review the map for accuracy.

4. Planning goals review (5 minutes)

The planning consultant reviewed the goals adopted by the planning committee at the first meeting. No changes were made to the goals.

5. Discuss mitigation strategy (30 minutes)

For each hazard identified, the planning committee discussed sustained and proposed mitigation actions. Sustained mitigation actions reduce risk but are a component of normal city operations like enforcing ordinances or maintaining a fire department. Proposed mitigation actions are new projects or activities that are beyond current city operations.
The potential lead agency, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated time line for completion.

6. Discuss plan monitoring and evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan during the city’s annual budget preparation in November.

7. Discuss steps moving forward (5 minutes)

The planning consultant provided information about the remainder of the plan development process. First, a draft summary of the city’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed.

A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the City when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014. Once the plan is approved, the planning consultant will contact the city and provide instructions when the plan needs to be adopted.

The meeting ended at 7 PM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Friday, July 25, 2014

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
Center Point – Urbana Community School District Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 19 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 19: Center Point – Urbana Community School District Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alan Marshall</td>
<td>Primary Contact</td>
</tr>
<tr>
<td></td>
<td>Superintendent</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

Center Point Urbana Community School District Meeting

Date: Monday, May 12 2014
Time: 10 AM – 11 AM
Location: District Office
201 Trader Street
Center Point, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 10 AM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county’s hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the district. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the district’s planning committee.

2. Hazard mitigation planning overview and discussion (5 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for Hazard Mitigation Assistance (HMA) funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan. The planning consultant highlighted the process for a new plan, because the district does not have an existing plan.

The planning consultant answered questions from the committee about how participating in a multi-jurisdictional rather than a single jurisdiction plan will affect the district and how the plan is developed.

3. Hazard risk assessment discussion (15 minutes)

The planning consultant provided the hazard risk assessment completed at the countywide, multi-jurisdictional level to use a base for the district’s assessment. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
4. **Critical facilities and vulnerable populations discussion (5 minutes)**

The planning committee identified facilities that are critical to the district during and after a hazard event. For school districts, all district facilities and surrounding infrastructure are considered critical. The planning consultant explained that a map with the location of main facilities will be used in the plan.

Considering vulnerable populations, all students, staff, and visitors are considered vulnerable populations who should be considered in the mitigation planning process. Protecting everyone who uses district facilities is the district’s main goal.

5. **Planning goals discussion (5 minutes)**

The planning consultant provided example hazard mitigation goals for the planning committee to review. The planning committee discussed and adopted the example goals as written.

6. **Mitigation strategy and action plan discussion (15 minutes)**

For each hazard identified, the planning committee discussed district operations (sustained mitigation actions) and proposed mitigation actions. Sustained mitigation actions reduce risk but are a component of normal district operations like emergency planning and practice drills. Proposed mitigation actions are new projects or activities that are beyond current district operations.

The potential lead, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated timeline for completion.

7. **Discuss plan monitoring and evaluation (5 minutes)**

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan annually during summer break, as funds become available or administration priorities change. The district will participate in a full plan update within five years of plan approval.

8. **Discuss next steps (5 minutes)**

A draft summary of the district’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed. A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the district when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014. Once the plan is approved, the planning consultant will contact the district and provide instructions when the plan needs to be adopted. The plan development process is expected to be complete in November 2014.
The meeting ended at 11 AM.

Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Sunday, July 27, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org
College Community School District Planning Committee and Meeting Documentation

In this multi-jurisdictional planning process, a planning committee was established to ensure the final plan reflects local capabilities, conditions, and priorities in each community. The composition of planning committees throughout Linn County varies due to type, size, and past planning efforts in each community. The members and meeting attendance for the planning committee is included in Table 20 to provide context for how final mitigation strategies were identified for each jurisdiction.

Table 20: College Community School District Planning Committee

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jim Rotter</td>
<td>Primary Contact</td>
</tr>
<tr>
<td></td>
<td>Executive Director of Business Services</td>
</tr>
<tr>
<td>John Speer</td>
<td>Superintendent</td>
</tr>
<tr>
<td>Duane Carver</td>
<td>Director of Building and Grounds</td>
</tr>
</tbody>
</table>

Meeting documentation is included in the following pages. Documentation includes public notice, combined agenda and minutes, and sign-in sheet.
Public Meeting Notice

Linn County Multi-Jurisdictional Hazard Mitigation Plan

College Community School District Meeting

Date:  Tuesday, May 27, 2014
Time:  3 PM - 4 PM
Location:  College Community School District
          Board Room
          401 76th Avenue
          Cedar Rapids, IA

For more information, please contact Alicia Presto at the East Central Iowa Council of Governments by email at alicia.presto@ecicog.org or by phone at (319) 365-9941 ext. 121.
Meeting Agenda and Minutes

1. Consultant and planning committee introduction (5 minutes)

The meeting began at 3 PM. The planning consultant from the East Central Iowa Council of Governments (ECICOG) introduced herself and explained that Linn County has contracted with ECICOG to complete the county’s hazard mitigation planning grant to develop a multi-jurisdictional hazard mitigation plan for the entire county. All meeting participants introduced themselves and identified their position with the district. For a list of meeting participants, refer to the meeting sign-in sheet. All meeting participants are considered a member of the district’s planning committee.

2. Hazard mitigation planning overview and discussion (5 minutes)

The planning consultant explained the basic purpose and benefits of hazard mitigation planning. For reference, a brochure for Hazard Mitigation Assistance (HMA) funding was provided to the committee. In addition, the planning consultant provided a planning process flow chart and explained of the process that will be used to develop the countywide plan. The planning consultant highlighted the process for a new plan, because the district does not have an existing plan.

The planning consultant answered questions from the committee about how participating in a multi-jurisdictional rather than a single jurisdiction plan will affect the district and how the plan is developed.

3. Hazard risk assessment discussion (15 minutes)

The planning consultant provided the hazard risk assessment completed at the countywide, multi-jurisdictional level to use a base for the district’s assessment. Each hazard that can affect the county was discussed in the context of the assessment criteria, which includes probability, magnitude and severity, warning time, and duration. The planning committee discussed the appropriate priority level (1-High, 2-Medium, or 3-Low) for each hazard.
4. Critical facilities and vulnerable populations discussion (5 minutes)

The planning committee identified facilities that are critical to the district during and after a hazard event. For school districts, all district facilities and surrounding infrastructure are considered critical. The planning consultant explained that a map with the location of main facilities will be used in the plan.

Considering vulnerable populations, all students, staff, and visitors are considered vulnerable populations who should be considered in the mitigation planning process. Protecting everyone who uses district facilities is the district’s main goal.

5. Planning goals discussion (5 minutes)

The planning consultant provided example hazard mitigation goals for the planning committee to review. The planning committee discussed and adopted the example goals as written.

6. Mitigation strategy and action plan discussion (15 minutes)

For each hazard identified, the planning committee discussed district operations (sustained mitigation actions) and proposed mitigation actions. Sustained mitigation actions reduce risk but are a component of normal district operations like emergency planning and practice drills. Proposed mitigation actions are new projects or activities that are beyond current district operations.

The potential lead, partners, benefit, cost, and potential funding source were discussed for each proposed mitigation action. Based on this discussion, the planning committee identified a priority level for each proposed mitigation action (1-High, 2-Medium, or 3-Low), which determines the anticipated timeline for completion.

7. Discuss plan monitoring and evaluation (5 minutes)

The planning committee discussed the best method and time for reviewing the hazard mitigation after it is approved. The planning committee decided to independently review the plan as funds become available or administration priorities change. The district will participate in a full plan update within five years of plan approval.

8. Discuss next steps (5 minutes)

A draft summary of the district’s information will be provided to the planning committee to review and provide comments to the consultant. The planning consultant will revise, as needed. A full draft of the plan will be available for public comment in July/August 2014 on the ECICOG website. The consultant will send information to the district when the plan is available. The plan draft will also be submitted for FEMA review in July/August 2014. Once the plan is approved, the planning consultant will contact the district and provide instructions when the plan needs to be adopted. The plan development process is expected to be complete in November 2014.

The meeting ended at 4 PM.
Notes

Meeting minutes were completed by Alicia Presto, the planning consultant, on Sunday, July 27, 2014.

More Information

Alicia Presto, Planner
East Central Iowa Council of Governments (ECICOG)
(319) 365-9941 ext. 121
alicia.presto@ecicog.org