

Section 5: Plan Maintenance

The NHMP Maintenance Section of this document details the formal process that will ensure that the City NHMP remains an active and important document. The plan maintenance process includes a schedule for monitoring and evaluating the plan annually and producing a plan revision every five years. This section describes how the City will integrate public participation throughout the NHMP maintenance process. Finally, this section explains how the City will incorporate its mitigation strategies (outlined in this plan) into existing planning mechanisms, such as the City's General Plan, Capital Improvement Plans, and Building and Safety Codes.

Monitoring and Implementing the Plan

Plan Adoption

The City Council will be responsible for adopting the City's NHMP. This governing body has the authority to promote sound public policy regarding natural hazards within the City. Once the plan has been adopted, the City Manager will be responsible for submitting it to the State of California's Hazard Mitigation Office for review. This office is located at the Governor's Office of Emergency Services. Upon state approval, the plan will be submitted to the Federal Emergency Management Agency (FEMA) for final review. This review will address the federal criteria outlined in FEMA Interim Final Rule 44 CFR Part 201. Upon acceptance by FEMA, the City can and will be eligible for Hazard Mitigation Grant Program funds.

Coordinating Body

The City's NHMP Committee has been responsible for coordinating the implementation of this plan, action items, and procedurally undertaking the formal review and process of this document. The City Council will assign representatives from city agencies, including, but not limited to, the current NHMP Committee members. The City has formed a NHMP Committee that consists of members from local agencies, organizations, and citizens, which include some of the following:

- High Twelve Club
- Temple City Chamber of Commerce
- Los Angeles County Fire Department, Station 47 (local station)
- Los Angeles County Fire Department, Headquarters
- Los Angeles County Sheriff's Department, Temple Station (local station)
- City of San Gabriel Fire Department (Temple City resident)
- Rosemead School District, Superintendent
- Local Business Owner (realtor and resident)
- Temple City Unified School District
- San Gabriel County Water City (Temple City resident)
- El Monte Union High School District
- City of Arcadia, Fire Department
- City of Temple City, City Manager

City of Temple City, Community Development Director
City of Temple City, Senior Planner
City of Temple City, Assistant Planner
City of Temple City, Assistant Planner
City of Temple City, Financial Services Manager
City of Temple City, Public Safety Officer
Los Angeles County Building and Safety, Senior Building Inspector

In order to make this committee as broad and useful as possible, the City Manager will engage other relevant organizations and agencies in hazard mitigation. The recommendations for adding to the NHMP Committee include:

An elected official
A representative from the Chamber of Commerce
An insurance company representative
Community Planning Organization representatives
A representative from the City Manager's office
Representation from a professional organization such as the Home Builders Association
A representative from the San Gabriel Valley Council of Governments

The NHMP Committee will meet no less than quarterly. Meeting dates will be scheduled once the NHMP Committee has been established. These meetings will provide an opportunity to discuss the progress of the action items and maintain the partnerships that are essential for the sustainability of the mitigation plan.

Convener

Once the City Council adopts the City's NHMP, the NHMP Committee will take responsibility for the plan implementation. The City Manager will serve as a convener to facilitate the NHMP Committee meetings, and will assign tasks, such as updating and presenting the Plan to the members of the committee. Plan implementation and evaluation will be a shared responsibility among all of the NHMP Committee members.

Implementation through Existing Programs

The City addresses statewide planning goals and legislative requirements through the City General Plan, Capital Improvement Plans, and City Building and Safety Codes. The NHMP provides a series of recommendations - many of which are closely related to the goals and objectives of existing planning programs. The City will have the opportunity to implement recommended mitigation action items through existing programs and procedures.

The City's Community Development Department is responsible for administering the Building & Safety Codes. In addition, the NHMP Committee will work with other agencies at the state level to review, develop and ensure that Building & Safety Codes

are adequate to mitigate or prevent damage by natural hazards. This is to ensure that life-safety criteria are met for all new construction.

The goals and action items in the mitigation plan may be achieved through activities recommended in the City's Capital Improvement Plans (CIP). Various City Departments develop CIP plans, and review them on an annual basis. Upon annual review of the CIPs, the NHMP Committee will work with the City Departments to identify areas that the NHMP action items are consistent with CIP planning goals and integrate them where appropriate.

Within six months of formal adoption of the mitigation plan, the recommendations listed above will be incorporated into the process of existing planning mechanisms throughout the City. The meetings of the NHMP Committee will provide an opportunity for committee members to report back on the progress made on the integration of mitigation planning elements, documents and procedures.

Economic analysis of mitigation projects

FEMA's approaches to identify the costs and benefits associated with natural hazard mitigation strategies, measures, or projects fall into two general categories: benefit/cost analysis and cost-effectiveness analysis.

Conducting benefit/cost analysis for a mitigation activity can assist communities in determining whether a project is worth undertaking now, in order to avoid disaster-related damages later.

Cost-effectiveness analysis evaluates how best to spend a given amount of money to achieve a specific goal. Determining the economic feasibility of mitigating natural hazards can provide decision-makers with an understanding of the potential benefits and costs of an activity, as well as a basis upon which to compare alternative projects.

Given federal funding, the NHMP Committee may use a FEMA-approved benefit/cost analysis approach to identify and prioritize mitigation action items. For other projects and funding sources, the NHMP Committee will use other approaches to understand the costs and benefits of each action item and develop a prioritized list.

Evaluating and updating the plan

Formal Review Process

The City's NHMP will be evaluated on an annual basis to determine the effectiveness of programs, and to reflect changes in land development or programs that may affect mitigation priorities. The evaluation process includes a firm schedule and time line, and identifies the local agencies and organizations participating in plan evaluation. The convener will be responsible for contacting the NHMP Committee members and organizing the annual meeting.

Committee members will be responsible for monitoring and evaluating the progress of the mitigation strategies in the NHMP. The committee will review the goals and action items to determine their relevance to changing situations in the City, as well as changes in State or Federal policy; and to ensure they are addressing current and expected conditions. The committee will also review the risk assessment portion of the NHMP to determine if this information should be updated or modified, given any new available data. The coordinating organizations responsible for the various action items will report on the status of their projects, the success of various implementation processes, difficulties encountered, success of coordination efforts, and which strategies should be revised.

The convener will assign the duty of updating the plan to one or more of the committee members. The designated Committee members will have three months to make appropriate changes to the NHMP before submitting it to the Committee members, and presenting it to the City Council. The NHMP Committee will also notify all holders of the City's NHMP when changes have been made. Every five years the updated plan will be submitted to the State Hazard Mitigation Officer and the Federal Emergency Management Agency for review.

Continued Public Involvement

The City is dedicated to involving the public directly in review and updates of the NHMP. The NHMP Committee members are responsible for the annual review and update of the plan.

The public will also have the opportunity to provide feedback about the Plan. Copies of the Plan will be catalogued and kept at all appropriate agencies in the City. The existence and location of these copies will be publicized in the quarterly city newsletter "Temple City Newsletter", which reaches every household in the City. The plan will also include an email address and phone number of the City's Community Development Department, who will be responsible for keeping track of comments on the Plan.

In addition, copies of the plan and any proposed changes will be posted on the City's website (www.templecity.us). This site will also include an email address and phone number for people to direct their comments and concerns regarding the NHMP.

A public meeting will also be held after each annual evaluation or when deemed necessary by the NHMP Committee. The meetings will provide the public a forum for which they can express their concerns, opinions, or ideas about the Plan. The City Clerk will be responsible for using City resources to publicize the annual public meetings and maintain public involvement through the public access channel, web page, and newspapers.