

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> August 23, 2010
	<b>Agenda Item No.</b> 26 <b>Roll Call No.</b> <u>10-1382</u> <b>Communication No.</b> <u>10-509</u> <b>Submitted by:</b> Michael Matthes Assistant City Manager & CIO

**AGENDA HEADING:**

Temporarily authorize Michele Bischof, Superintendent of Technical Services for the Des Moines Fire Department, to execute on behalf of the City of Des Moines the responsibilities of Authorized Representative for a subgrant from the Federal Emergency Management Agency (FEMA) through the Iowa Homeland Security and Emergency Management Division (IHSEMD).

**SYNOPSIS:**

On April 2010, the City of Des Moines approved a grant agreement accepting a subgrant from FEMA through IHSEMD for \$198,836 to hire professional services to enhance the Des Moines Area Regional Geographic Information System (GIS) to support hazard risk assessment for multi-jurisdictional mitigation planning.

The current Authorized Representative for this subgrant is Anna Whipple, GIS Manager, Information Technology Department. This action temporarily authorizes Michele Bischof to serve as Authorized Representative for August 23, 2010 through October 15, 2010, as Anna Whipple will be temporarily unavailable to perform these duties. The Authorized Representative agrees to provide all supervision, inspection, accounting and other services necessary to complete the scope of work from the inception to closeout within the requirements of the subgrant agreement, and to sign on behalf of the City for submittal of grant progress reports and requests for disbursement of funds.

**FISCAL IMPACT: NONE**

Amount: N/A

Funding Source: N/A

**ADDITIONAL INFORMATION:**

The current project seeks to leverage the Des Moines Area Regional GIS technology and partnership to fulfill FEMA requirements for GIS-based hazard risk assessment. The resulting system will also strengthen county-wide preparedness, response and recovery activities for all hazards by improving information exchange and decision making among partners.

The subgrant (2008 Legislative Pre-Disaster Mitigation Grant Program project number LPDM-08-77-02) provides \$198,836 to the City, specifically for hiring GIS professional services to support this project.

The grant agreement requires a \$74,663 match from local funds, which the City will provide in the form of in-kind labor from City staff working on the project. The City has not drawn on subgrant funds for any part of the project to date. In other words, the City has not requested reimbursement nor has IHSEMD disbursed any subgrant funds to the City to date.

**PREVIOUS COUNCIL ACTION(S):**

Date: April 12, 2010

Roll Call Number: 10-536

Action: [Project](#) Grant Agreement and addendum with Iowa Homeland Security and Energy Management Division for FEMA Grant acceptance, \$198,836.79. ([Council Communication No. 10-187](#)) Moved by Coleman to approve. Motion Carried 7-0.

Date: July 13, 2009

Roll Call Number: 09-1284

Action: [Polk](#) County Pre-Disaster Mitigation Plan as required by the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP). ([Council Communication No. 09-488](#)) Moved by Mahaffey to adopt. Motion Carried 7-0.

Date: April 20, 2009

Roll Call Number: 09-653

Action: [Des](#) Moines Area Regional Geographic Information System (GIS) Partnership Business Plan and Memorandum of Understanding (MOU) and authorize the City Manager or designee to seek final adoption of the Business Plan and MOU by Regional GIS Partners. ([Council Communication No. 09-230](#)) Moved by Vlassis to adopt. Motion Carried 7-0.

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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