



Date: February 13, 2025

To: Board of Directors

From: David Aranda, Interim General Manager

Subject: Approve Resolution No. 2025-01, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Adopting the 2024 CONTRA COSTA COUNTY HAZARD MITIGATION PLAN – VOLUME II: KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT ANNEX

Recommendation

Approve Resolution No. 2025-01, A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Adopting The 2024 CONTRA COSTA COUNTY HAZARD MITIGATION PLAN – VOLUME II: KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT ANNEX.

Background

FEMA requires a Hazard Mitigation Plan every five years for a governmental agency to qualify for FEMA and California OES Grant Money related to natural disasters and related to the prevention of loss of life and property due to natural disasters.

The KPPCSD 2024 Hazard Mitigation Plan was part of the overall Contra Costa County Plan. It is noted as an “Annex” to the plan.

After much in the way of time and energy the FEMA has approved the plan. The last item of business for the plan to be approved is for our agency’s Board of Directors to approve the attached Resolution which will be sent to the County who gathers all the resolutions and sends them to FEMA.

Exhibit

- **Resolution No. 2025-01** – A Resolution Of The Board Of Directors Of The Kensington Police Protection And Community Services District Adopting The 2024 CONTRA COSTA COUNTY HAZARD MITIGATION PLAN – VOLUME II: KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT ANNEX

RESOLUTION NO. 2025-01**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT ADOPTING
THE 2024 CONTRA COSTA COUNTY HAZARD MITIGATION PLAN – VOLUME II:
KENSINGTON POLICE PROTECTION & COMMUNITY SERVICES DISTRICT ANNEX**

The Board of Directors of the Kensington Police Protection and Community Services District does find that disasters start and end at the local level, it is the inherent responsibility of local government to lead hazard mitigation and the reduction of risk and vulnerability to hazards; and

WHEREAS, Kensington Police Protection and Community Services District has prepared a multi-hazard mitigation plan. hereby known as the Contra Costa County 2024 Hazard Mitigation Plan – Volume 11: Kensington Police Protection and Community Services District Annex. in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act. as amended; the National Flood Insurance Act; and

WHEREAS, the Contra Costa County 2024 Hazard Mitigation Plan – Volume 11: Kensington Police Protection and Community Services District Annex identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in (local government) from the impacts of future hazards and disasters; and

WHEREAS, adoption by Kensington Police Protection and Community Services District does demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Contra Costa County 2024 Hazard Mitigation Plan – Volume 11: Kensington Police Protection and Community Services District Annex.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS THAT:

1. Kensington Police Protection & Community Services District adopts the 2024 Contra Costa County Local Hazard Mitigation Plan – Volume 11: Kensington Police Protection & Community Services District Annex.
2. Kensington Police Protection & Community Services District will use the adopted and approved portions of the Kensington Police Protection & Community Services District Annex to guide pre- and post-disaster mitigation of the hazards identified.
3. Kensington Police Protection & Community Services District will coordinate the strategies identified in the Kensington Police Protection & Community Services District Annex with other planning programs and mechanisms under its jurisdictional authority.

PASSED AND ADOPTED by the Board of Directors of the Kensington Police Protection and Community Services District upon motion by Director _____, seconded by Director _____, on Thursday, the 13th day of February, 2025, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAINED:

David Spath
President, Board of Directors

HEREBY CERTIFY the foregoing resolution was duly and regularly adopted by the Board of Directors of the Kensington Police Protection and Community Services District at the regular meeting of said Board held on Thursday, the 13th day of February, 2025.

Lynelle M. Lewis
Clerk of the Board

David Aranda
Interim General Manger

From: Beatriz Portillo <bport001@so.cccounty.us>

Sent: Thursday, January 23, 2025 3:08 PM

Cc: Oes Staff <oes-staff@so.cccounty.us>; Daiko Abe <Daiko.Abe@i-s-consulting.com>; Yahiritza Álvarez <Yahiritza.Alvarez@i-s-consulting.com>

Subject: Re: HMP Submission to CalOES + Other Updates

Importance: High

Hello Everyone,

FEMA has issued us the approvable pending adoption letter, meaning that local adoptions may begin. Congratulations to you all for the hard work to reach this point!

Please download and the following materials for your records. These documents serve to prove participation and the status of your annex and grant you access to the approved version of your plan for future updates.

1. [CalOES to FEMA Transmittal Notice](#)
2. FEMA Approvable Pending Adoption Notice: [Email](#) and [Letter](#)
3. [Annex Review Tool](#): Contains feedback and areas of improvement to be considered in the next planning cycle
4. [Approved Annex Copies](#): Please save both the Word and PDF Versions.

A couple things on approvable pending adoption (APA) status:

1. Your annex is not officially FEMA approved until it is adopted locally and confirmation of adoption is submitted to FEMA.
2. Your annex **must be adopted by September 18, 2025** (the day the first annex was adopted). Adoption steps should follow standard practice for your jurisdiction/agency.
3. Since we are a multi-jurisdictional plan adoption documentation must be submitted to County OES at OES-Staff@so.cccounty.us for submission to FEMA in order to receive official FEMA approvable.
 - a. We will be submitting adoption documentation to FEMA on the second Thursday of every month.
 - b. Please have your documentation in by 9 AM on submission day to be included in that batch.
 - c. The first three submission days will be:
 - i. February 13
 - ii. March 13
 - iii. April 10
 - d. This will continue until all annexes have adopted and become officially FEMA Approved.

Adoption Resources

1. Sample Adoption Language
 - a. [From the FEMA HMP Planning Guide](#)
 - b. Local Examples
 - i. [County](#)
 - ii. [BIMID](#)
 - iii. [Diablo Water](#)
 - c. City Language may vary depending based on obtaining AB 2140 compliance
 - i. [You can find additional resources here](#)
2. [Sample Presentation](#)
 - a.

As reminder, annual progress tracking is one of the steps of the plan that will be evaluated by FEMA and CalOES for the 2029 update. You can expect to hear more on this in the Fall.

At this time we will not be hosting a meeting to discuss adoption, but may decide to do so if we start to see a lot of questions. Please let me know if you have any questions!

Best,

Beatriz Portillo (she/her/hers)

Senior Emergency Planning Coordinator
Sheriff's Office of Emergency Services
Contra Costa County
1850 Muir Rd, Martinez, CA 94553
925-655-0116
bport001@so.cccounty.us

From: Beatriz Portillo <bport001@so.cccounty.us>

Sent: Thursday, December 26, 2024 3:57 PM

Cc: Oes Staff <oes-staff@so.cccounty.us>; CWSStaff <CWSStaff@so.cccounty.us>; Daiko Abe

<Daiko.Abe@i-s-consulting.com>; Yahiritza Álvarez <Yahiritza.Alvarez@i-s-consulting.com>

Subject: Re: HMP Submission to CalOES + Other Updates

Hello Everyone,

I hope you are having a great holiday season!

We have received confirmation **that local adoptions cannot begin until all annexes are approved** which should hopefully occur early in the new year. All the annexes requiring edits were resubmitted to CalOES and FEMA on December 23, 2024. A huge thank you to ISC and the participants who worked quickly to avoid any further delay!

You can expect an update by mid-January with next steps. [In the meantime, please complete this poll if you have any questions, comments, or concerns.](#) This will help me determine if a closeout meeting to discuss adoption, plan maintenance, or other topics would be beneficial to the group.

Happy holidays and thank you for all the hard work and collaboration throughout this process!

Best,

Beatriz Portillo (she/her/hers)

Senior Emergency Planning Coordinator
Sheriff's Office of Emergency Services
Contra Costa County
1850 Muir Rd, Martinez, CA 94553
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From: Beatriz Portillo <bport001@so.cccounty.us>

Sent: Thursday, December 19, 2024 11:51 AM

Cc: Oes Staff <oes-staff@so.cccounty.us>; CWSStaff <CWSStaff@so.cccounty.us>; Daiko Abe <Daiko.Abe@i-s-consulting.com>; Yahiritza Álvarez <Yahiritza.Alvarez@i-s-consulting.com>

Subject: Re: HMP Submission to CalOES + Other Updates

Hello Everyone,

CalOES and FEMA have completed their joint review of our second submission and found that most annexes have met the requirements! Please note, we have only received the initial

approval and not the official documentation required to continue with the adoption process. The agencies whose annexes require additional edits have already been contacted, meaning that if you have not received an email from Yahiritza, your annex does not require additional edits.

There are still some questions around adoptions and submissions that we are actively discussing with CalOES and FEMA. This includes two significant questions around whether 1) the annexes that have met the plan requirements may begin local adoptions while edits are still ongoing and 2) the submission process for local adoption letters.

Until we receive further guidance from CalOES/FEMA and the official Approval Pending Adoption (APA) documentation, **please do not begin local adoptions**. As a reminder, any adoptions before official APA status, will have to be re-adopted.

I will share more information as I receive it.

Thank you for the hard work throughout this process and please reach out to Yahiritza Álvarez or myself if you have any questions.

Best,

Beatriz Portillo (she/her/hers)

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1850 Muir Rd, Martinez, CA 94553
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From: Beatriz Portillo <bport001@so.cccounty.us>

Sent: Wednesday, October 30, 2024 8:30 AM

Cc: Oes Staff <oes-staff@so.cccounty.us>; CWSStaff <CWSStaff@so.cccounty.us>; Daiko Abe <Daiko.Abe@i-s-consulting.com>; Yahiritza Álvarez <Yahiritza.Alvarez@i-s-consulting.com>

Subject: Re: HMP Submission to CalOES + Other Updates

Hello Everyone,

I hope your week is off to a great start!

Just one quick update and one reminder:

- **CalOES/FEMA Resubmission**
 - As of this morning, all annexes for those who participated in the revision process have been resubmitted to CalOES and FEMA for review. Great job to everyone involved on completing the revisions on such a tight turnaround!
 - While we are optimistic that the completed revisions will meet the mitigation plan requirements, please keep in mind that CalOES/FEMA may have additional feedback that would require further revisions.
 - At this time, we do not know the turnaround time for the review. Once we have a better idea, we will share that information with you.
 - Resubmitted Annexes can be viewed here: [October 2024 Resubmission](#)
 - The versions on the County website will not be updated until CalOES/FEMA approval is received but local agencies may update the versions on their platforms while noting that the plan is still a draft.
- **Please do not adopt annexes locally until we receive the official notice from FEMA that annexes approvable pending adoption**
 - CalOES/FEMA will request a new adoption for any annexes adopted prior to approval.

Please let me know if you have any questions or concerns and enjoy this small break from the LHMP!

Thank you,
Beatriz Portillo (she/her/hers)
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925-655-0116
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From: Beatriz Portillo <bport001@so.cccounty.us>
Sent: Monday, September 23, 2024 1:31 PM
Cc: Oes Staff <oes-staff@so.cccounty.us>; CWSStaff <CWSStaff@so.cccounty.us>; Daiko Abe <Daiko.Abe@i-s-consulting.com>; Yahiritza Álvarez <Yahiritza.Alvarez@i-s-consulting.com>
Subject: Re: HMP Submission to CalOES + Other Updates

Hello,

I hope you all are doing well!

I wanted to provide a reminder and a couple of updates.

Reminder - Applicable Stakeholder List

- Please review the attached list and remove any agencies that are not applicable to your jurisdiction
 - Think of "applicable agency" broadly (neighboring, within your jurisdictions, or agencies you could foresee partnering within during/before/after a disaster)
 - **Return by end of the day on Wednesday, September 25.**
 - **Additional outreach documentation may be necessary** if none of the agencies in one (or more) of the categories apply to you. If you did not already conduct outreach to fulfill the requirement for each of the five categories, please invite additional comments on your annex. The list of categories can be found in the email below.
 - Otherwise, no additional feedback is required.
 - For those who submitted while I was out of office, I will review and let you know if there are any changes.

Update - CalOES and FEMA - Annex Feedback

- CalOES and FEMA returned the remaining 38 annexes for revisions late Friday afternoon.
 - Most revisions are similar to what was received for the two initial annexes.
- We are working on a process and timeline for revisions. Expect an additional email and meeting invite (time and date has not been determined yet) later this week with more information.

Update - County Base Plan

- The County Base Plan and one of the annexes have been approved by CalOES/FEMA.
 - This was done because one of the participating agencies was on the verge of losing HMP funding if they did not have an approved/adopted plan by the end of the month.
- This means three main things:
 - All cities and special districts will now be treated as amendments
 - **Cities and Special Districts cannot begin adoptions until CalOES/FEMA approve their individual annex**
 - Annexes have to be CalOES/FEMA approved and locally adopted by September 18, 2025 (one year from when the first piece of the plan was adopted)
- Expect more information on this when in the coming week.

Please, let me know if you have any questions, comments, or concerns!

Best,
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From: Beatriz Portillo <bport001@so.cccounty.us>
Sent: Monday, September 16, 2024 1:36 PM
Cc: Oes Staff <oes-staff@so.cccounty.us>; CWSStaff <CWSStaff@so.cccounty.us>; Daiko Abe <Daiko.Abe@i-s-consulting.com>; Yahiritza Álvarez <Yahiritza.Alvarez@i-s-consulting.com>
Subject: Re: HMP Submission to CalOES + Other Updates

Hello Everyone,

A quick point of clarification.

The main request is that you check the list of agencies and remove any agencies that are not applicable to your City/Special District. Each agency should send the updated document with applicable partners only by **end of the day on Wednesday, September 25**. You do not have to submit previous outreach documentation that was already included in the plan.

Additional outreach documentation may be necessary if none of the agencies in one (or more) of the categories apply to you. If you did not already conduct outreach to fulfill the requirement for each of the five categories, please invite additional comments on your annex. The list of categories can be found below.

As a reminder, access to your annex that was submitted to the State and is currently being reviewed can be found on the County website as well as in this [SharePoint](#).

Let me know if you have any questions!

Best,
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