

### ***Appendix C – Public Meeting Materials and Worksheets***

Contains the following:

1. Example of Hazard Identification Worksheet
2. Example of Risk Assessment Worksheet
3. Example of STAPLEE Worksheet

# Hazard Identification Worksheet



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LPSNRD – Hazard Mitigation Plan Update

## Participant Survey Worksheets

This sheet was completed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Name/Title: \_\_\_\_\_ Jurisdiction: \_\_\_\_\_  
Email/Phone: \_\_\_\_\_ Address: \_\_\_\_\_

Please use the below definitions when completing the table on the following page:

- Historical Occurrence:
  - Low: no occurrence or a single occurrence in the past 50 years
  - Medium: occurred between one and four times in the past 10 years
  - High: occurred at least once in the past year
- Vulnerability of Population:
  - Low: less than 10% of the population impacted
  - Medium: 10 to 40% of the population impacted
  - High: more than 40% of the population impacted
- Vulnerability of Critical Facilities:
  - Low: less than 10% of critical facilities impacted
  - Medium: 10 to 40% of critical facilities impacted
  - High: more than 40% of critical facilities impacted
- Probability of Occurrence:
  - Low: unlikely to occur at least once in the next fifty years
  - Medium: likely to occur at least once in the next ten years
  - High: likely to occur at least once in the next year
- Typical Warning Time:
  - Less than 24 hours
  - 1 day to 1 week
  - More than 1 week
- Vulnerability of Infrastructure:
  - Low: little to no impact to infrastructure
  - Medium: short term disruption to infrastructure, 1-2 days
  - High: long term disruption or permanent loss of infrastructure
- Potential Impact on Economy:
  - Low: little to no impact on economy
  - Medium: temporary loss of income or jobs
  - High: long term disruption or permanent loss of income and jobs



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Risk Assessment Matrix

Hazard Type	Historical Occurrence <small>(Low, Medium, High)*</small>	Vulnerability of Population <small>(Low, Medium, High)*</small>	Vulnerability of Critical Facilities <small>(Low, Medium, High)*</small>	Probability of Future Occurrence <small>(Low, Medium, High)*</small>	Typical Warning Time <small>(Low, Medium, High)*</small>	Vulnerability of Infrastructure <small>(Low, Medium, High)*</small>	Potential Impact on Economy <small>(Low, Medium, High)*</small>
Flooding							
Levee Failure							
Dam Failure							
Drought							
Extreme Heat							
Grass / Wildfires							
Tornadoes and High Winds							
Severe Winter Storms							
Severe Thunderstorms							
Chemical Transportation							
Chemical Fixed Facilities							

\*See definitions on page one.



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Risk Assessment Matrix

Hazard Type	Historical Occurrence <small>(Low, Medium, High)*</small>	Vulnerability of Population <small>(Low, Medium, High)*</small>	Vulnerability of Critical Facilities <small>(Low, Medium, High)*</small>	Probability of Future Occurrence <small>(Low, Medium, High)*</small>	Typical Warning Time <small>(Low, Medium, High)*</small>	Vulnerability of Infrastructure <small>(Low, Medium, High)*</small>	Potential Impact on Economy <small>(Low, Medium, High)*</small>
Landslides							
Ag Animal Disease							
Ag Plant Disease							
Earthquakes							
Urban Fire							
Transportation							
Terrorism							
Radiological Transportation							
Radiological Fixed Facilities							
Civil Disorder							

\*See definitions on page one.



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LPSNRD – Hazard Mitigation Plan Update

Current Information Available and Hazard Occurrence Record

**Current Information Available**

Part of the hazard mitigation planning process involves gathering data and identifying previous sources of information that have been made available. Please identify the studies, reports, memberships, etc. that your jurisdiction has, or is a member of.

Comprehensive Plan	Yes / No	Date Completed: _____
Zoning	Yes / No	Date Completed: _____
Current Membership with NFIP	Yes / No	Date Completed: _____
Drainage Studies or Reports	Yes / No	Date Completed: _____
GIS Data	Yes / No	Date Completed: _____
Other: _____	Yes / No	Date Completed: _____

**Public Facilities Valuation**

The insured valuation of public facilities is not publicly available. These types of facilities include schools, municipal buildings, and other tax exempt facilities. Please gather and forward that data to the project contact.

**Hazard Occurrence Record**

Please provide details of past hazard events:

<b>Hazard:</b>	<b>Date of Occurrence:</b>
Description of Event (include location, damages, critical facilities, etc.):	
<b>Hazard:</b>	<b>Date of Occurrence:</b>
Description of Event (include location, damages, critical facilities, etc.):	

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Current Information Available and Hazard Occurrence Record

<b>Hazard:</b>	<b>Date of Occurrence:</b>
Description of Event (include location, damages, critical facilities, etc.):	
<b>Hazard:</b>	<b>Date of Occurrence:</b>
Description of Event (include location, damages, critical facilities, etc.):	
<b>Hazard:</b>	<b>Date of Occurrence:</b>
Description of Event (include location, damages, critical facilities, etc.):	
<b>Hazard:</b>	<b>Date of Occurrence:</b>
Description of Event (include location, damages, critical facilities, etc.):	
<b>Hazard:</b>	<b>Date of Occurrence:</b>
Description of Event (include location, damages, critical facilities, etc.):	

# Capability Assessment Worksheet



Lower Platte South Natural Resources District Hazard Mitigation Plan Capability Assessment Survey

Please review the existing plans, strategies, and regulations in your community and answer the questions below. Please provide additional information if any of the plans, strategies, or regulations is identified in your community (e.g., year of adoption, responsible agencies) in the Comment field after the questions.

**1. Planning & Regulatory Capability Assessment**  
**Part #1: Existing Plans**

	Yes	Under Development	No	Not Sure
Capital Improvement Programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Economic Development Plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Emergency Operations Plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Natural Resources Protection Plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Floodplain Management Plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Storm Water Management Plan	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments

**2. Planning & Regulatory Capability Assessment**  
**Part #2: Regulatory Tools**

	Yes	In Progress	No	Not Sure
Subdivision Ordinance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Floodplain Ordinance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Building Codes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Well Head Protection Area/District	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments

Next



Lower Platte South Natural Resources District Hazard Mitigation Plan Capability Assessment Survey

Please provide information regarding the planning administrative and technical capability of your community. Information shall include, but not limited to, the number of staff and the agency or department name that the staff are working in.

**3. Administrative & Technical Capability**

	Number of Staff	Staff Tenure	Agency or Department
Planning Commission	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hazard Mitigation Planning Committee	<input type="text"/>	<input type="text"/>	<input type="text"/>
Floodplain Administrator	<input type="text"/>	<input type="text"/>	<input type="text"/>
Emergency Manager	<input type="text"/>	<input type="text"/>	<input type="text"/>
GIS Coordinator	<input type="text"/>	<input type="text"/>	<input type="text"/>
Chief Building Official	<input type="text"/>	<input type="text"/>	<input type="text"/>
Civil Engineer	<input type="text"/>	<input type="text"/>	<input type="text"/>
Staff who can assess community's vulnerability to hazards	<input type="text"/>	<input type="text"/>	<input type="text"/>
Grant Manager	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

Department

Prev Next

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**Lower Platte South Natural Resources District Hazard Mitigation Plan Capability Assessment Survey**

Please identify the funding sources in your community. If any of the funding sources are available, have those resources been used or can potentially be used for hazard mitigation actions? Provide the answers to each of the funding sources identified in your community in the Comment field.

**4. Fiscal Capability Assessment**

	Yes	No	Not Sure
Capital improvement project funding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community development block grant (CDBG)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Authority to levy taxes for specific purposes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gas/ electric service fees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strom water utility fee	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Water/sewer service fees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Development impact fees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
General obligation revenue or special tax bonds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other funding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments

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**Lower Platte South Natural Resources District Hazard Mitigation Plan Capability Assessment Survey**

Please identify if any of the following projects are or have been established in your community. If yes, provide additional description of how it is related to hazard mitigation and whether it helps implement future mitigation actions in the Comment field.

**5. Education & Outreach Capability Assessment**

	Yes	No	Not Sure
Local citizen groups or non-profit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ongoing public education or information program (e.g., responsible water use, fire safety, household preparedness, environmental education)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Natural Disaster or Safety related school programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
StormReady Certification	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Firewise Communities Certification	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tree City USA Program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public-private partnership initiatives addressing disaster-related issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Comments

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## STAPLEE Worksheet



Lower Platte South NRD Lower Platte South NRD  
Multi-Jurisdictional Hazard Mitigation Plan

### RANKING OF PROJECTS USING STAPLEE

DATE \_\_\_\_\_  
COMMUNITY: \_\_\_\_\_  
COMPLETED BY: \_\_\_\_\_

**INSTRUCTIONS ON RANKING** – On the following page is a list of projects that can be completed in your community to reduce the losses or damages from hazards. This list of projects has been completed based on your input from the last round of meetings, the results of the preliminary risk assessment, and by researching projects that would be beneficial to your community. Listing these projects in the plan does not mean that your community is required to do them, but it does indicate that these projects might be beneficial. These are potential activities your community could do in the future should funds become available. **Please complete the following on the worksheet:**

- 1) Add any additional projects that may be beneficial.
- 2) Place a '+', '-', or '0' in each of the columns referring to the STAPLEE criteria. (For example, if a project is 'socially' beneficial to your community then place a '+' under the Social column. If the project would have a negative impact 'politically' then place a '-' under the Political column. If a project will have no discernible impact, use the '0').
- 3) Fill in the blank of who the 'responsible department/agency' would be. If your community were to follow through with implementing this project, what department or agency would be primarily responsible for seeing the project through?
- 4) For the "Project Status" place the following markers as needed: 1 = In Progress, 2 = Complete, 3 = Not Yet Started and 4 = No Longer Relevant

**DEFINITION OF STAPLEE** – Mitigation alternatives or actions need to be prioritized based on certain considerations. FEMA recommends using the STAPLEE evaluation, as this process addresses all the major factors when weighing the costs to the benefits of implementing one action over another. Below is an explanation of the STAPLEE criteria taken from FEMA's Multi-Hazard Mitigation Planning Guidance (March 2013):

- S – Social:** Mitigation actions are acceptable to the community if they do not adversely affect a particular segment of the population, do not cause relocation of lower income people, and if they are compatible with the communities social and cultural values.
- T – Technical:** Mitigation actions are technically most effective if they provide long-term reduction of losses and have minimal secondary adverse impacts.
- A – Administrative:** Mitigation actions are easier to implement if the jurisdiction has the necessary staffing and funding.
- P – Political:** Mitigation actions can truly be successful if all stakeholders have been offered an opportunity to participate in the planning process and if there is public support of the action.
- L – Legal:** It is critical that the jurisdiction or implementing agency have the legal authority to implement and enforce a mitigation action.
- E – Economical:** Budget constraints can significantly deter the implementation of mitigations actions. Hence, it is important to evaluate whether an action is cost-effective, as determined by a cost-benefit review, and possible to fund.
- E – Environmental:** Sustainable mitigation actions that do not have an adverse effect on the environment, that comply with Federal, State, and local environmental regulations, and that are consistent with the community's environmental goals, have mitigation benefits while being environmentally sound.

Return To: Paul Zillig, Lower Platte South NRD, pzillig@lpsnrd.org, 402.476.2729, 3125 Porcia St., P.O. Box 33581, Lincoln, NE 68501



Lower Platte South NRD Lower Platte South NRD  
Multi-Jurisdictional Hazard Mitigation Plan

**RANKING OF PROJECTS USING STAPLEE**

DATE: \_\_\_\_\_  
COMMUNITY: \_\_\_\_\_  
COMPLETED BY: \_\_\_\_\_

**Is the Project Beneficial?** Place a '+', '-', or '0' in each STAPLEE criteria column.  
**Project Status:** 1 = In Progress, 2 = Complete, 3 = Not Yet Started and 4 = No Longer Relevant

<b>LPS NRD Projects</b>	Social	Technical	Administrative	Political	Legal	Economic	Environmental	Project Status	Responsible Department/Agency
<i>Example: Update Hazard Mitigation Plan</i>	+	+	-	+	+	+	0	1	NRD
1. Continue & Expand Water Conservation Awareness Programs in the NRD, such as pamphlets									
2. Increase public awareness of vulnerability and risk reduction measures through hazard education									
3. Provide backup power systems to provide redundant power supply to critical facilities and key infrastructure									
4. Maintain NRD Master Plan to prioritize all hazard related projects									
5. Maintain NRD Emergency Action Plans to ensure safety of dams in the NRD									
6. Maintain and Update the Integrated Water Management Plan to ensure sufficient water supply for the future									
7. Incorporate known hazards into existing planning mechanisms as appropriate									
8. Develop continuity plans for critical community services									
9. Educate local businesses on the value of continuity planning									
10. Preserve natural and beneficial functions of floodplain land through measures such as: retaining natural vegetation, restoring streambeds; and preserving open space in the floodplain.									
11. Adopt a No Adverse Impact approach to floodplain management									
12. Utilize Low Impact Development practices and Green Infrastructure to reduce flood risk									

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Lower Platte South NRD Lower Platte South NRD  
Multi-Jurisdictional Hazard Mitigation Plan

<u>LPS NRD Projects</u>	Social	Technical	Administrative	Political	Legal	Economical	Environmental	Project Status	Responsible Department/Agency
13. Educate the public and business owners regarding rain gardens, green roofs, and other minor mitigation measures									
14. Install vehicular barriers to protect critical facilities and key infrastructure where possible									
15. Continue to work with state agencies such as NDNR to reduce hazard risk									
16. Assist jurisdictions with plan maintenance									

\* Projects listed in RED were identified by the project team that could be beneficial to your community.

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