



**OFFICE OF THE CITY MANAGER**

Noel C. Taylor Municipal Building  
215 Church Avenue, SW, Suite 364  
Roanoke, Virginia 24011  
540.853.2333  
www.roanokeva.gov

November 4, 2021

Virginia Department of Conservation and Recreation  
Attention: Virginia Community Flood Preparedness Fund  
Division of Dam Safety and Floodplain Management  
600 East Main Street, 24th Floor  
Richmond, Virginia 23219

**Re: City of Roanoke Capacity Building and Planning Grant Application  
Resiliency Planning - 510130\_City of Roanoke\_CFPF**

Dear Virginia CFPF Grant Review Committee,

The City of Roanoke is pleased to submit the following application for funding from the Community Flood Preparedness Fund to develop a Resilience Plan for the City. We firmly believe that this funding will enable the City to develop a plan to guide the implementation of flood mitigation projects and to work towards a more resilient community.

The City, located in Southwest Virginia, has experienced devastating, recurrent flooding which has increased in recent years. The City has conducted several studies to assess flooding; however, currently lacks a resilience plan to provide a more holistic approach to planning for flood mitigation projects. The City hopes to draw upon our existing studies to develop such a plan. We appreciate that these funds are available statewide.

Please accept this letter and the Grant Application PDF for CFPF funding.

Sincerely,

Robert S. Cowell, Jr.  
City Manager  
City of Roanoke

# Appendix A: Application Form for Grant Requests for All Categories

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Virginia Department of Conservation and Recreation  
Virginia Community Flood Preparedness Fund Grant Program

**Name of Local Government:**

City of Roanoke

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**Category of Grant Being Applied for (check one):**

Capacity Building/Planning

Project

Study

**NFIP/DCR Community Identification Number (CID)** 510130

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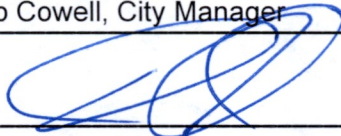
**If a state or federally recognized Indian tribe, Name of tribe** N/A

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**Name of Authorized Official:** Bob Cowell, City Manager

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**Signature of Authorized Official:**



**Mailing Address (1):** 215 Church Ave, SW - Room 364  
215 Church Ave., SW

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**Mailing Address (2):** \_\_\_\_\_ VA \_\_\_\_\_ 24011

**City:** Roanoke **State:** VA **Zip:** 24011

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**Telephone Number:** (540) 853-2333 **Cell Phone Number:** (\_\_\_\_) \_\_\_\_\_

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**Email Address:** bob.cowell@roanokeva.gov

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Contact Person (If different from authorized official): Leigh Anne Weitzenfeld

Mailing Address (1): 1802 Courtland Rd., NE

Mailing Address (2): \_\_\_\_\_ VA \_\_\_\_\_

City: Roanoke 540 \_\_\_\_\_ State: VA \_\_\_\_\_ Zip: 24012

Telephone Number: (540) 853-5900 Cell Phone Number: (    ) \_\_\_\_\_

Email Address: leighanne.weitzenfeld@roanokeva.gov

leighanne.weitzenfeld@roanokeva.gov

Is the proposal in this application intended to benefit a low-income geographic area as defined in the Part 1 Definitions? Yes X\* No \_\_\_\_\_

\* The proposed Resilience plan covers the entire City and the City include several low-income geographic areas. Equity will be an important component of this plan.

Categories (select applicable project):

**Project Grants (Check All that Apply)**

- Acquisition of property (or interests therein) and/or structures for purposes of allowing floodwater inundation, strategic retreat of existing land uses from areas vulnerable to flooding; the conservation or enhancement of natural flood resilience resources; or acquisition of structures, provided the acquired property will be protected in perpetuity from further development.
- Wetland restoration.
- Floodplain restoration.
- Construction of swales and settling ponds.
- Living shorelines and vegetated buffers.
- Structural floodwalls, levees, berms, flood gates, structural conveyances.
- Storm water system upgrades.
- Medium and large scale Low Impact Development (LID) in urban areas.
- Permanent conservation of undeveloped lands identified as having flood resilience value by *ConserveVirginia* Floodplain and Flooding Resilience layer or a similar data driven analytic tool.
- Dam restoration or removal.
- Stream bank restoration or stabilization.
- Restoration of floodplains to natural and beneficial function.
- Developing flood warning and response systems, which may include gauge installation, to notify residents of potential emergency flooding events.

**Study Grants (Check All that Apply)**

- Studies to aid in updating floodplain ordinances to maintain compliance with the NFIP or to incorporate higher standards that may reduce the risk of flood damage. This must include establishing processes for implementing the ordinance, including but not limited to, permitting, record retention, violations, and variances. This may include revising a floodplain ordinance when the community is getting new Flood Insurance Rate Maps (FIRMs), updating a floodplain ordinance to include floodplain setbacks or freeboard, or correcting issues identified in a Corrective Action Plan.
- Revising other land use ordinances to incorporate flood protection and mitigation goals, standards and practices.
- Conducting hydrologic and hydraulic studies of floodplains. Applicants who create new maps must apply for a Letter of Map Revision or a Physical Map Revision through the Federal Emergency Management Agency (FEMA). For example, a local government might conduct a hydrologic and hydraulic study for an area that had not been studied because the watershed is less than one square mile. Modeling the floodplain in an area that has numerous letters of map change that suggest the current map might not be fully accurate or doing a detailed flood study for an A Zone is another example.
- Studies and Data Collection of Statewide and Regional Significance.
- Revisions to existing resilience plans and modifications to existing comprehensive and hazard.
- Other relevant flood prevention and protection project or study.

**Capacity Building and Planning Grants**

- Floodplain Staff Capacity.
- Resilience Plan Development
  - Revisions to existing resilience plans and modifications to existing comprehensive and hazard mitigation plans.
  - Resource assessments, planning, strategies and development.
    - Policy management and/or development.
    - Stakeholder engagement and strategies.

**Location of Project (Include Maps):** City of Roanoke - entire community

**NFIP Community Identification Number (CID#):**(See appendix F 510130)

Is Project Located in an NFIP Participating Community?  Yes  No

Is Project Located in a Special Flood Hazard Area?  Yes  No

Flood Zone(s) (If Applicable): A, AE, AO

Flood Insurance Rate Map Number(s) (If Applicable): 23 FIRM panels cover the City as noted below.

Total Cost of Project: \$150,000

Total Amount Requested \$150,000 - \$112,500 from DCR and \$37,500 from City

Applicable FIRM Panels for the City of Roanoke:

- 51161CIND0B (Index)
- 51161C0134G
- 51151C0142G
- 51161C0143G
- 51161C0144G
- 51151C0153G
- 51151C0154G
- 51151C0158G
- 51151C0159G
- 51161C0161G
- 51161C0162G
- 51161C0163G
- 51161C0164G
- 51161C0166G
- 51161C0167G
- 51161C0168G
- 51161C0169G
- 51161C0231G
- 51161C0232G
- 51161C0251G
- 51161C0252G
- 51161C0254G
- 51161C0256G
- 51161C0257G

## Scope of Work Narrative – Capacity Building and Planning

### 1. CAPACITY NEEDS ASSESSMENT

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#### *a. Resource Needs*

The City of Roanoke is applying for funding to solicit a consultant who is familiar with the City, community needs, and riverine/floodplain challenges. While the effort to create the Resiliency Plan Scope and advise on Resiliency Plan content will be interdepartmental and include at minimum the Engineering, Transportation, Emergency Management, and Planning, Building and Development, and the Finance Departments; Social Services, Economic Development, the Office of Sustainability, and the Stormwater Utility; city staff lack the capacity to create an in-house Resiliency Plan.

See Attachment A: Scope of Work

#### *b. Data Collection, Literature Review, and Plan Development*

The City of Roanoke plans to contract with the consultant to collect and analyze data, including review of natural and social vulnerabilities and stressors; watershed floodplains ideal for permanent protection; conduct science and social literature reviews; and complete the Resiliency Plan Development.

See Attachment B: Resiliency Plan Proposal

#### *c. & d. Resource Development, Project Integration, and Policy/Management Strategies*

Completing the Resiliency Plan will allow for integration of existing plans, analysis of potential competing needs, priorities and timelines, and city-wide projects. Completing the Resiliency Plan may identify stakeholders that may inform future funding opportunities and partners.

### 2. GOALS AND OBJECTIVES – FLOOD PROTECTION, MITIGATION, AND PREVENTION

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Flood protection and prevention can be assessed on various scales, from city-wide, to tributary watersheds and to specific neighborhoods, demographics, and repetitive loss areas. As the City looks to create a comprehensive resiliency framework, the following principles will be included:

- Projects that focus on flood control and resiliency
- Recognition of the importance of protecting and enhancing local natural resources; as such, projects will incorporate nature-based solutions to the maximum extent possible
- Projects acknowledge & consider climate change projections & consequences and best available science as it applies across interdisciplinary spectrums
- Interdepartmental, community, and regional collaboration and coordination where possible
- Identify and address socioeconomic inequities and work to enhance equity through

adaptation and protection solutions across the Citywide scale

### **3. STAKEHOLDER IDENTIFICATION AND COMMUNITY ENGAGEMENT STRATEGIES**

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Collaborate with Offices of Citizen Engagement and Neighborhood Services to identify citizen stakeholders that are inclusive to all parts of the city and representative of the City demographics.

Groups to include in dialogue may be (1) citizen committee gathered to identify VA Disaster Relief Fund Projects; (2) places of faith; (3) social-environmental justice groups including Mothers Out Front; (4) City of Roanoke Equity and Empowerment Advisory Board; (5) business owners and developers including the Central Business District (6) agencies to assist low income, especially during emergency situations; and (7) other individuals or entities yet to be identified.

### **4. RESILIENCY PLAN IMPLEMENTATION**

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The City of Roanoke would like to apply for project funding in the earliest funding cycle possible. Therefore, the City may submit a Preliminary Resilience Plan, which would be followed by the Final Resilience Plan when complete.

### **5. RESPONSIBLE PARTIES FOR PLAN DEVELOPMENT**

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The Stormwater Utility and the Office of Sustainability will lead the coordination efforts between city departments, the consultant, and the community. The consultant will be the responsible part for the research, data gathering and analysis, and preparation of the Resiliency Plan.

### **6. PERFORMANCE MEASURES, EXPECTED RESULTS, & MEASURES OF SUCCESS**

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The final product will be a comprehensive Resiliency Plan that will provide projects to protect, mitigate, and provide adaptation strategies to protect the citizens and property in the City of Roanoke. One of the goals of this Resiliency Plan is for compliance and approval within the DCR Community Flood Preparedness Fund to gain access to additional mitigation and project funding.

### **7. MAINTENANCE OF CAPACITY OVER TIME**

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As with other City plans, the Resiliency Plan may need to be updated or amended as new information and technology become available, research, or other relevant data is gathered and learned. City of Roanoke staff may update the Resiliency Plan as needed or staff may hire a consultant if more major modifications, project planning, or plan integration is necessary.



**SUPPORTING DOCUMENTATION**

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- City of Roanoke [Floodplain Overlay District](#)
- City of Roanoke [Repetitive Loss Area Analysis](#)
- City of Roanoke Floodplain Mapping with RL Areas (Attachment D)
- City of Roanoke Social Vulnerability Map (Attachment E)

[Regional Hazard Mitigation Plan](#) (Roanoke Valley Allegheny Regional Commission)  
[Watershed Master Plan Project List](#)  
 City of Roanoke [2040 Comprehensive Plan](#)  
 Appendix D: Completed Scoring Sheet

**Budget Narrative**

**ESTIMATED PROJECT COST**

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The fee for the Resiliency Plan Development is **\$149,468** and is itemized below. The fixed cost for this task order agreement can be summarized as follows:

Project Management.....	\$ 35,872.00
Literature Review.....	\$ 34,580.00
Community Outreach.....	\$ 42,932.00
Flood Resilience Plan.....	\$ 33,520.00
Direct Expense Budget.....	\$ 2,564.00
<b>TOTAL FIXED COST.....</b>	<b>\$ 149,468.00</b>

**AMOUNT OF CFPF FUNDS REQUESTED**

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The City is requesting funds of \$112,101 to support the development of the plan and its elements. The City anticipates providing \$37,367 as well as staff time to the project. These City funds will come from the Stormwater Utility FY 2022 operating budget. The funds from the CFPF will provide capacity to hire A. Morton Thomas and Associates (AMT), working with partner Wetland Studies and Solutions, Incorporated (WSSI) to assist the City in development of the plan. AMT will work closely with staff to develop the plan.





**AMOUNT OF CITY CASH FUNDS AVAILABLE**

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By the authority of the Council of the City of Roanoke, under Resolution #42195-110121 (Attachment C), the Stormwater Utility has budgeted funds of up to \$37,500 out of its operating fund to supply the 25% grant match to develop the Resiliency Plan.

## SCOPE OF WORK NARRATIVE

The following narrative is provided to support the City of Roanoke's grant application to the CRS Community Flood Preparedness Fund (CFPF) 2021 Grant Funding under the November 5, 2021 Solicitation. The City is requesting funds to support the development of a Flood Resilience Plan; this plan will guide the program to mitigate flooding in the City and will expedite the City's ability to implement flood mitigation projects.

The City understands the CFPF funds must be utilized in accordance with the following principles:

1. Acknowledge climate change and its consequences; and base decision making on the best available science.
2. Identify and address socioeconomic inequities and work to enhance equity through adaptation and protection efforts.
3. Utilize community and regional scale planning to maximum extent possible, seeking region-specific approaches tailored to the needs of individual communities.
4. Understand the fiscal realities and focus on the most cost-effective solutions for the protection and adaptation of our communities, businesses, and critical infrastructure. The solutions will, to the extent possible, prioritize effective natural solutions.
5. Recognize the importance of protecting and enhancing nature based-solutions in all regions, natural coastal barriers, and fish and wildlife habitat by prioritizing nature-based solutions.

The following narrative includes a scope of work and budget discussion and is supported with attachments as noted below.

## SCOPE OF WORK NARRATIVE

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The focus of this project is to work closely with the City to develop a Resilience Plan to guide future efforts of the City related to floodplain and stormwater management. The project will begin with an investigation of existing City plans (e.g., Downtown Flood Study, Comprehensive Plan), protocols and policies related to resiliency, stormwater management, floodplain management, and comprehensive planning. A gap analysis will then be performed to determine areas where the plan should be further developed. Community input will be solicited to better inform the direction of plan development. AMT and WSSI will work with a steering committee including City personnel and community member(s) to guide the development of the plan. The plan will include definitions of resilience, develop a resiliency scorecard, and evaluate potential solutions and projects. This effort focuses specifically on water and flood resilience.

The final Flood Resilience Plan will include the following elements:

1. The plan will be project-based with projects focused on flood control and resilience.
2. It will incorporate nature-based infrastructure to the maximum extent possible.

[Attachment A: AMT/WSSI Scope of Work](#)

3. It will include considerations of all parts of the City regardless of socioeconomics or race.
4. The plan will include coordination with other local and inter-jurisdictional projects, plans and activities and will clearly articulate a timeline and phasing for plan implementation; and,
5. The plan will be based on the best available science and will incorporate climate change and current flood maps.

More detail on the Resiliency Plan Proposal can be found in the Attachment B, AMT/WSSI Proposal.

**GRANT APPLICATION NARRATIVE  
ATTACHMENT A  
AMT/WSSI PROPOSAL**



Revised November 5, 2021

Leigh Anne Weitzenfeld, MNR, CFM  
Water Quality Administrator  
City of Roanoke, Stormwater Utility  
Public Works Service Center  
1802 Courtland Road, NE  
Roanoke, Virginia 24012

Via Email: [leighanne.weitzenfeld@roanokeva.gov](mailto:leighanne.weitzenfeld@roanokeva.gov)

RE: Term Contract for Group V – Stormwater Management  
**Resilience Plan Development**

Ms. Weitzenfeld:

**A. Morton Thomas and Associates, Inc. (AMT) and Wetland Studies and Solutions, Inc. (WSSI)** are pleased to provide this task order proposal pursuant to our Term Contract Agreement for Professional Services in Group V, Stormwater Management with the City of Roanoke and all terms incorporated herein by reference. The plan will include the following elements:

1. The plan will be project-based with projects focused on flood control and resilience.
2. It will incorporate nature-based infrastructure to the maximum extent possible.
3. It will include considerations of all parts of the City regardless of socioeconomic status or race.
4. The plan will include coordination with other local and inter-jurisdictional projects, plans and activities and will clearly articulate a timeline and phasing for plan implementation; and,
5. The plan will be based on the best available science and will incorporate climate change and current flood maps.
6. The plan may also identify additional studies, assessments, regulatory or programmatic adjustments that may be needed for the City to reach its identified resiliency goals.

#### **SCOPE OF WORK**

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The focus of this project is to work closely with the City to develop a Resilience Plan to guide future efforts of the City related to repetitive flooding, flood preparedness and resilience with a focus on the City's floodplains, current and planned gray and green infrastructure, and stormwater management. This Resiliency Planning effort will also be guided by social equity data and principles as it relates specifically to this focused effort.

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The project will begin with an investigation of existing City plans, protocols and policies related to resiliency, stormwater management, floodplain management, and comprehensive planning. A literature review will also be conducted for the best climate change science available as well as social equity literature with a focus on policies, strategies, and solutions. A gap analysis will then be performed to determine areas where the plan should be further developed. Community input will be solicited to better inform the direction of plan development. AMT and WSSI will work with a steering committee including City personnel and community member(s) to guide the development of the plan. The plan will include definitions of resilience, develop a resiliency scorecard, and evaluate potential solutions and projects. This effort focuses specifically on water and flood resilience; Flooding is being addressed due to the significant risk it poses to the Roanoke community.

Both AMT and WSSI have in-depth knowledge of on-going City efforts to reduce flooding and improve water quality. AMT has worked with the City to develop a detailed model of the downtown storm drain infrastructure. This study is critical in understanding and working to reduce downtown flooding. WSSI has worked on various projects aimed at restoring streams, increasing floodplain capacity, and reestablishing riparian buffers in less developed portions of the City's drainage area.

AMT will assume the lead role in Flood Resilience plan development for the more urban portions of the City's drainage network – evaluating options for retrofitting and expanding the capacity of the existing piped network and projecting future engineering standards to meet climate change threats. AMT will evaluate potential BMP practices for implementation in City rights-of-way and/or small urban lots. AMT will also serve as the team lead for modeling and for the final assimilation of the Resilience Plan – drawing on resources and information from the City, WSSI, and other stakeholders.

WSSI will assume the lead role in evaluating watershed-scale restoration and nature-based alternatives. This work will focus on analyzing available data (such as land use, stream network mapping, and parcel size/ownership information) and supplementing existing data sets and assessment of problem areas. WSSI and City GIS technicians will work together to address gaps in the existing watershed data set, while building a suite of map exhibits for use in public outreach and engagement efforts. WSSI archeologists will build on this mapping information to help improve the City's understanding of where cultural and historical resources are at risk or may create conflicts in the implementation of drainage improvements/flood abatement projects. Local WSSI staff will also serve a lead role in assisting City staff with Resilience Plan community education and engagement efforts.

## Project Management

Both AMT and WSSI will serve important roles in Resilience Plan project management. The consultant team will collaborate with local stakeholders by:

1. Project coordination and set up will be conducted by the consultant team and in coordination with City staff.

2. Meetings: it is anticipated that monthly meetings will be held of the steering committee during the duration of the project. AMT/WSSI will develop materials ahead of the meetings which will be held virtually.
3. Strategic partners, as identified in steering committee meetings will be engaged as necessary throughout the plan development process.
4. General project support will be provided throughout the plan development process.

### **Literature Review/Site Study**

AMT will focus research efforts on piped networks, existing structural practices, and prior modeling efforts. WSSI staff will focus on existing watershed plan information, large lot property ownership, existing ordinances/easements, comprehensive planning data, initial site investigation, and the interface between flooding and natural and cultural resource preservation/restoration. The Literature Review will include the following:

1. Analyses of existing City documents as provided by the City that relate to stormwater, floodplains, resiliency, and comprehensive planning for elements that can be incorporated into the City's Flood Resilience Plan.
2. A literature review will also be conducted for the best climate change science available as well as social equity literature with a focus on policies, strategies, and solutions.
3. Analyses of flood resilience plans from other similar municipalities for concepts that can be considered for the Roanoke plan.
4. Conduct a gap analyses to determine areas to focus the development of the Flood Resilience Plan.

The Literature review will be focused on existing City plans and best available climate science and social equity research. The site studies will focus on areas identified as potentially impacted by flooding citywide through existing studies, citizen complaint and citywide community engagement. Areas identified without existing plans will be prioritized in the Resilience Plan to have more focused study to ensure that the City's approach to flooding will be comprehensive in nature, regardless of socioeconomics or race.

### **Community Education and Engagement**

1. The consultant team will work with the City to garner community feedback through a two-phase effort.
  - i. Phase I will focus on initial engagement, education, and collecting feedback on flooding concerns and input from the community on strategies for enhancing community resilience.
  - ii. The second phase will focus on presentation of the draft plan and soliciting additional community feedback.

### **Flood Resilience Plan Development**

1. The consultant team will work with the Steering Committee and results of the first phase of community engagement to determine workable definitions for flood resilience and to establish common terms of use and understand community needs and threats.
2. The consultant team will identify climate change impacts/resilience issues facing the city based on concerns identified from the public, available data and climate change predictions. The plan will identify needs for additional data and future studies.
3. The consultant team will assess current city and community programs as they relate to identified resilience issues (e.g., land use patterns, development regulations, floodplain management program). – are there programmatic changes that we should consider/make.
4. The consultant team will work with the City to assess types of projects to pursue to become a more resilient community. This will involve development of a ranking matrix to apply to projects to quantify their relevance to resilience. Both green/grey infrastructure and nature-based projects will be ranked and presented in the plan.
5. A draft will be prepared for City review. This draft will be presented in the second phase of community engagement to garner feedback from the community.
6. A final plan will be prepared based on feedback on the draft plan.
7. The consultant team will present the final plan to the City and support the adoption of the plan through the City review/approval process.

## ASSUMPTIONS

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1. The City will provide input throughout the plan development process to include provision of plans and information during literature review, community outreach support, plan development support and participation on the Steering Committee.
2. Specialty engineering support services such as field work, site survey and geotechnical will not be required to develop the plan.
3. Two community outreach events will be held. A robust community engagement plan will be developed and include traditional communication methods along with virtual and in-person events.
4. The City will receive a DCR Community Flood Preparedness Fund grant to support this planning effort.

## SCHEDULE & DELIVERABLES

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This phase of work will begin upon receipt of grant award from DCR and extend for a duration of approximately 6 to 9 months. An initial kick-off meeting with the City will begin within two weeks of notice to proceed. Community Engagement preparation will begin within one month and the first community meeting will be held within two months of notice to proceed. The draft plan will be available within 5 months of notice to proceed and the second public engagement meeting will occur within two weeks of the draft submission to the City. The final plan will be developed within 6 months of notice to proceed.



**PROJECT PERSONNEL**

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AMT

1. Don Rissmeyer, PE, CFM will provide services as Project Manager
2. Ginny Snead, PE, CFM will serve as Task Order Manager
3. Ben Felton, PE, CFM will provide services as Lead Engineer
4. Daniel Papa, EIT, CFM will provide services as Hydraulic Engineer

WSSI

1. Nathan Staley, PE, PWS, CFM, LEED® AP, EVP SP will provide project management and design of watershed-scale nature-based alternatives.
2. Sarah Wills, GISP will support GIS data development and mapping/presentation material preparation.
3. Boyd Sipe, MA, RPA will support cultural resources assessment and analysis/interpretation.

Don Rissmeyer will be the primary Point of Contact (POC) at AMT. Ginny Snead, PE, CFM is also provided to the city as secondary points of contact for AMT. Nathan Staley will serve as the primary POC for WSSI, supported by other subject matter experts, as needed/noted above. Mr. Rissmeyer and Mr. Staley will work together to coordinate plan development efforts, capitalizing on the strength gained by a multi-disciplinary approach to flood resilience, while ensuring a single, cohesive plan.

**FEES**

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The fee for the above services is **\$149,468** and is itemized on the attached document. The fixed cost for this task order agreement can be summarized as follows:

Project Management.....	\$ 35,872.00
Literature Review.....	\$ 34,580.00
Community Outreach.....	\$ 42,932.00
Flood Resilience Plan.....	\$ 33,520.00
Direct Expense Budget.....	\$ 2,564.00
<b>TOTAL FIXED COST.....</b>	<b>\$ 149,468.00</b>

AMT and WSSI appreciate the opportunity to submit this task order proposal. Upon receipt of a purchase order agreement and/or notice-to-proceed from the City of Roanoke, AMT and WSSI will begin work. Let us know if you have any questions, or if we can provide any additional information at this time.

Sincerely,

**A. MORTON THOMAS and Associates, Inc.**

For Don Rissmeyer, PE, CFM  
Project Manager

**Wetland Studies and Solutions, Inc.**

Nathan A. Staley, PE, PWS, LEED® AP, ENV SP  
Manager – Engineering

Cc: Ian Shaw, P.E., City of Roanoke Stormwater Division Manager; Marcus F. Aguilar, Ph.D., P.E. – City of Roanoke Senior Stormwater Research Engineer; Leigh Anne Weitzenfeld, MNR, CFM – Water Quality Administrator, Floodplain Manager; Ginny Snead, PE, CFM – AMT Task Lead

*JHS*

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

The 1<sup>st</sup> day of November, 2021.

No. 42195-110121.

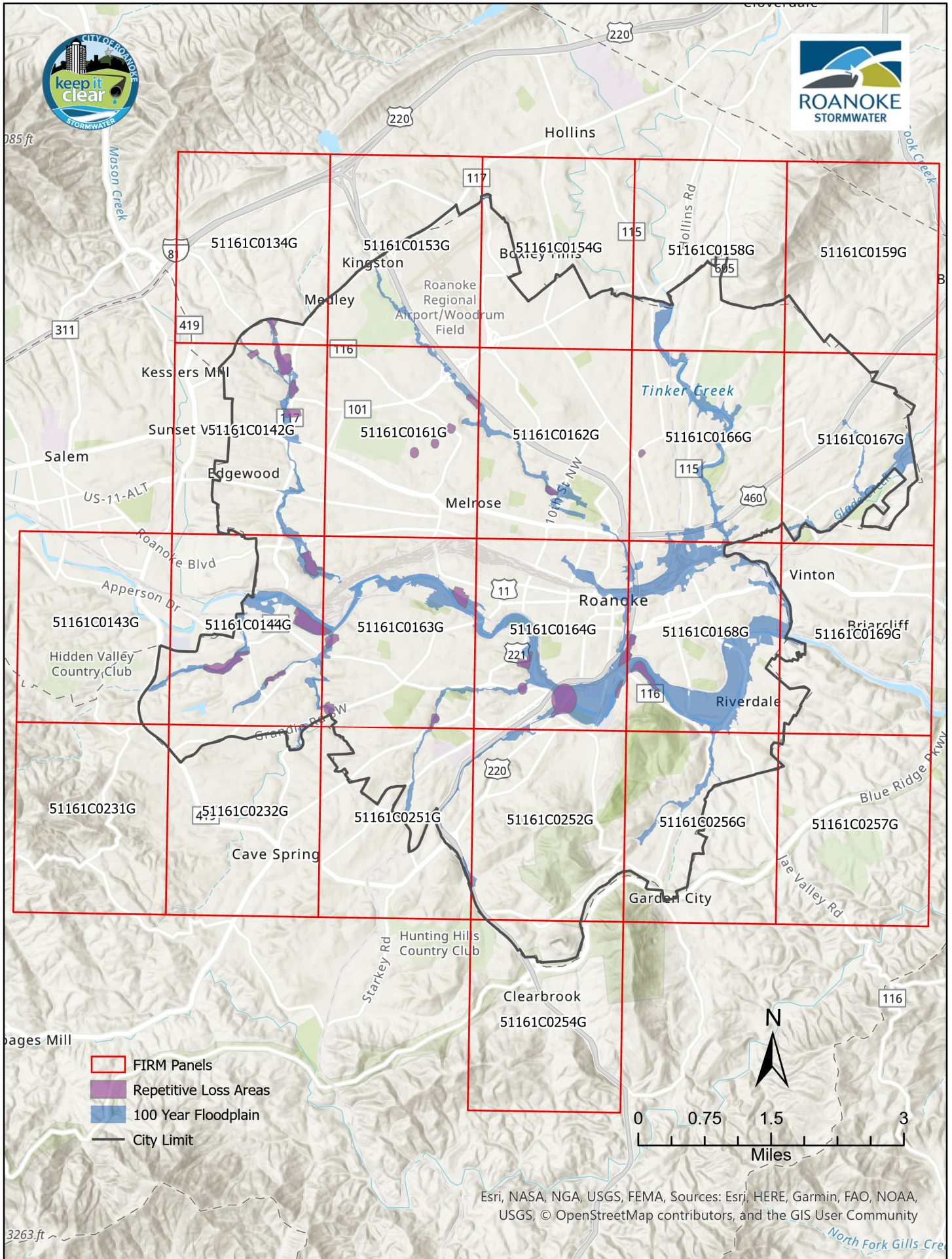
A RESOLUTION authorizing the application to the Virginia Department of Conservation and Recreation for the Community Flood Preparedness Fund Grant by the City of Roanoke Stormwater Division, and authorizing execution of any required documentation on behalf of the City.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

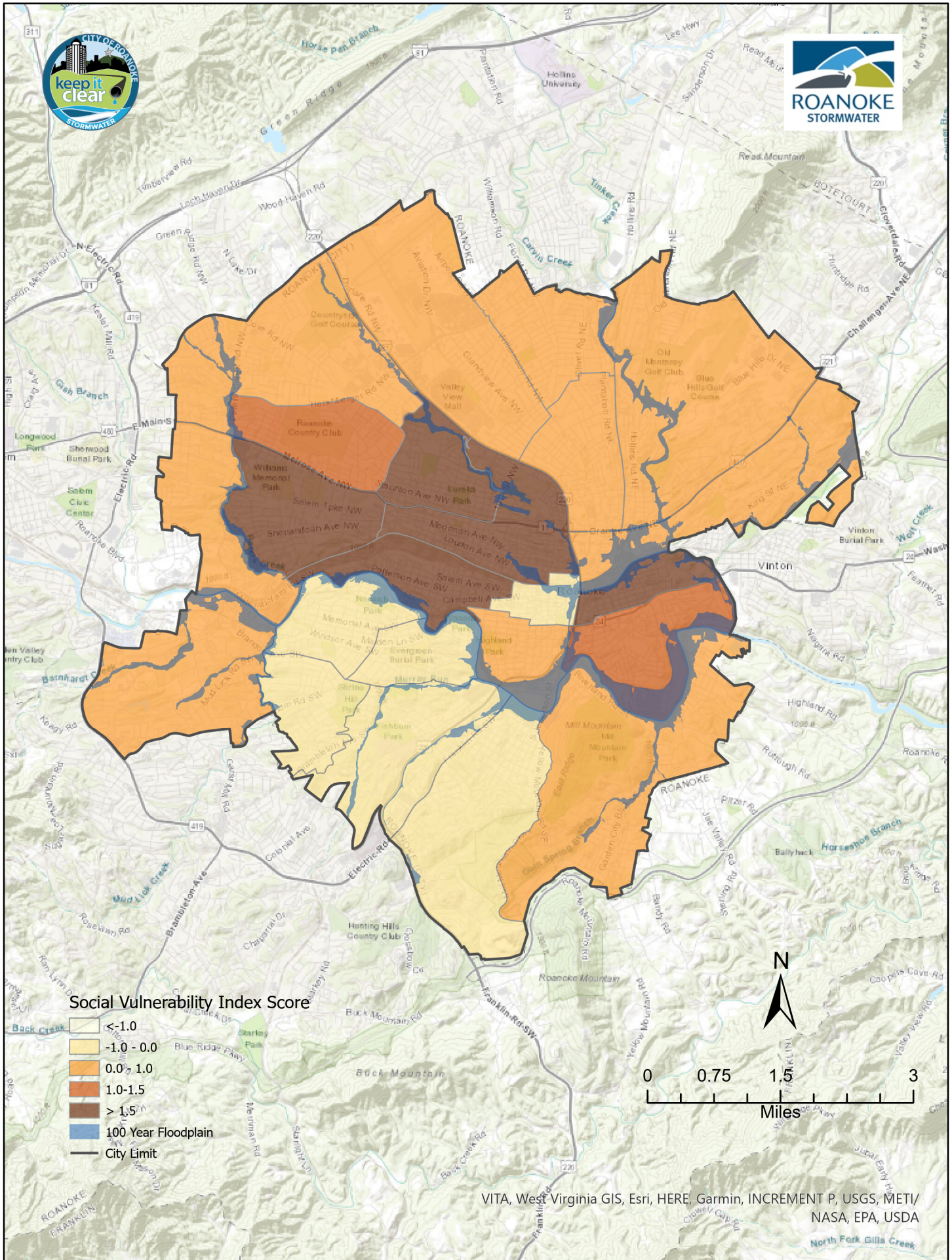
1. City Council hereby authorizes the application to the Virginia Department of Conservation and Recreation by the City of Roanoke Stormwater Division for the Community Flood Preparedness Fund Grant to help create a resilience plan for the city in an amount up to \$150,000, with matching funds from the Stormwater Utility Operating Funds of up to \$37,500, as more particularly described in the City Council Agenda Report dated November 1, 2021.
2. The City Manager or his designee and the City Clerk are hereby authorized to execute, seal, and attest, respectively, the grant application and all necessary documents required to apply for the grant. All such documents to be approved as to form by the City Attorney.
3. The City Manager or his designee is further directed to furnish such additional information as may be required in connection with the City's application for this grant.

ATTEST:

*Cecilia J. McCoy*  
City Clerk.



Esri, NASA, NGA, USGS, FEMA, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



## Appendix D: Scoring Criteria for Capacity Building & Planning

Virginia Department of Conservation and Recreation  
Virginia Community Flood Preparedness Fund Grant Program

<b>Applicant Name:</b>	City of Roanoke, Stormwater Utility	
<b>Eligibility Information</b>		
Criterion	Description	Check One
<b>1. Is the applicant a local government (including counties, cities, towns, municipal corporations, authorities, districts, commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these)?</b>		
Yes	Eligible for consideration	X
No	Not eligible for consideration	
<b>2. Does the local government have an approved resilience plan and has provided a copy or link to the plan with this application?</b>		
Yes	Eligible for consideration under all categories	
No	Eligible for consideration for studies, capacity building, and planning only	X
<b>3. If the applicant is <u>not a town, city, or county</u>, are letters of support from all affected local governments included in this application?</b>		
Yes	Eligible for consideration	N/A
No	Not eligible for consideration	
<b>4. Has this or any portion of this project been included in any application or program previously funded by the Department?</b>		
Yes	Not eligible for consideration	
No	Eligible for consideration	X
<b>5. Has the applicant provided evidence of an ability to provide the required matching funds?</b>		
Yes	Eligible for consideration	X
No	Not eligible for consideration	
N/A	Match not required	

Capacity Building and Planning Eligible for Consideration		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Applicant Name:	City of Roanoke, Stormwater Utility		
Scoring Information			
Criterion	Point Value	Points Awarded	
<b>6. Eligible Capacity Building and Planning Activities (Select all that apply)</b>			
Revisions to existing resilience plans and modifications to existing comprehensive and hazard mitigation plans.	55		
Development of a new resilience plan.	55	55	
Resource assessments, planning, strategies and development.	45	45	
Policy management and/or development.	40	40	
Stakeholder engagement and strategies.	25	25	
Goal planning, implementation and evaluation.	25	25	
Long term maintenance strategy.	25	25	
Other proposals that will significantly improve protection from flooding on a statewide or regional basis.	15		
<b>7. Is the area within the local government to which the grant is targeted socially vulnerable? (Based on <a href="#">ADAPT VA's Social Vulnerability Index Score.</a>)</b>			
Very High Social Vulnerability (More than 1.5)	15	15	
High Social Vulnerability (1.0 to 1.5)	12	12	
Moderate Social Vulnerability (0.0 to 1.0)	8	8	
Low Social Vulnerability (-1.0 to 0.0)	0		
Very Low Social Vulnerability (Less than -1.0)	0		
<b>8. Is the proposed activity part of an effort to join or remedy the community's probation or suspension from the NFIP?</b>			
Yes	10		
No	0	0	
<b>9. Is the proposed project in a low-income geographic area as defined in this manual?</b>			
Yes	10	10	
No	0		
<b>10. Does this project provide "community scale" benefits?</b>			
Yes	20	20	
No			
<b>Total Points</b>		280	

# Appendix D: Checklist All Categories

Virginia Department of Conservation and Recreation

Community Flood Preparedness Fund Grant Program

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Scope of Work Narrative	
Supporting Documentation	Included
Detailed map of the project area(s) (Projects/Studies)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
FIRMette of the project area(s) (Projects/Studies)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Historic flood damage data and/or images (Projects/Studies)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
A link to or a copy of the current floodplain ordinance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Non-Fund financed maintenance and management plan for project extending a minimum of 5 years from project close	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
A link to or a copy of the current hazard mitigation plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
A link to or a copy of the current comprehensive plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Social vulnerability index score(s) for the project area from <a href="#">ADAPT VA's Virginia Vulnerability Viewer</a>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
If applicant is not a town, city, or county, letters of support from affected communities	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Completed Scoring Criteria Sheet in Appendix B, C, or D	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Budget Narrative	
Supporting Documentation	Included
Authorization to request funding from the Fund from governing body or chief executive of the local government	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Signed pledge agreement from each contributing organization	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A