



MEETING DATE: February 25, 2025

AGENDA ITEM: 11. Prepare CA JumpStart Grant: Update and Approval to Advertise RFQ

FROM: Adam Cox / Jon Kennedy

RE: PrepareCA JumpStart Grant

BACKGROUND:

The City obtained a JumpStart grant from the California Governor's Office of Emergency Services ("CalOES") in the amount of approximately \$895,000.

EXECUTIVE SUMMARY:

The purpose of the JumpStart grant is to fund a contracted Sustainability and Recovery Coordinator position for three years whose primary function will be to coordinate and oversee infrastructure damage from past storms as well as work meant to mitigate damage from future disasters. In September 2024 the City released a Request for Proposal (RFP) searching for qualified consulting firms to fill the position. An award was made however the contractor has since withdrawn their proposal.

The City's new management has been working with staff from the Delta Region Geologic Hazard Abatement District ("GHAD") and believe that the RFP should be updated and re-published. Once consultants have responded, been interviewed, and an award made, staff will return to Council for final contract approval.

A copy of the City's original JumpStart grant application is attached, showing the scope of the proposed consultant work. All work under the grant is 100% reimbursable.

RECOMMENDATION:

Direct staff to re-publish the JumpStart-funded Sustainability and Recovery Coordinator RFP and return to the City Council with a recommended consultant.

FISCAL IMPACT:

None with this action - \$895,000 worth of grant-funded activities in the future.

ATTACHMENTS:

A. JUMPSTART APPLICATION

2022 PREPARE CALIFORNIA JUMPSTART APPLICATION

Introduction

Prepare California JumpStart is a competitive grant program that provides Technical Assistance (TA) and State funding to eligible socially vulnerable and high hazard risk communities. Through this grant program, eligible communities can augment staffing by funding a Chief Resilience Officer, or a position of similar scope and title, thereby increasing capacity to develop local initiatives that foster resilience and mitigation project scoping, as well as planning, activities, and outreach for mitigation, preparedness, and recovery. Each application may be up to \$1 million dollars in State funds.

Instructions

Do not start this application until you have thoroughly read these instructions. Failure to do so may result in resubmission of this form by the applicant. Cal OES requires this form be completed for all Prepare California JumpStart applications.

Prior to beginning this form, applicant entities should access the map linked below to verify their jurisdiction contains at least one eligible community: [Hazard Exposure and Social Vulnerability Map](#).

Note that most fields are mandatory and are marked with a red asterisk. If you have questions or need assistance completing the application, please contact Cal OES via email at: PrepareCAJumpStart@caloes.ca.gov. The Cal OES TA Team is available to assist communities in completing this application form.

The person completing this form may find it easiest to complete the required fields by using Adobe Acrobat or compatible software. **Prior to completing this form, save this document to your device and reopen it using compatible software.** The applicant can save their progress and come back to the form as necessary.

The authorizing signature field in this form can accommodate digital signatures. To apply a digital signature, open the document directly in Adobe Acrobat or a

compatible software and follow the electronic signature directions after selecting the appropriate field. If the person preparing this form does not have Adobe-compatible software, they may use other means to execute this document. Other means may include, but are not limited to, printing, signing, and scanning the document, or utilizing other digital signature software.

Applicants must submit a completed Prepare California JumpStart application form with all mandatory fields completed with the appropriate information.

Applicants have the option to submit additional documents or exhibits relevant to, and referenced in, the proposal (e.g., maps, job postings). Any additional documents must be labelled and submitted with the application in a single email submission.

Applicants may not submit additional text in response to the questions below outside of this document. All responses must clearly and concisely fit within the space provided.

Upon completion of this application, interested applicants must submit it to PrepareCAJumpStart@caloes.ca.gov with "Prepare California JumpStart" in the subject line and in the title of the application (e.g., Prepare California JumpStart, City of Metropolis, Chief Resilience Officer).

I. Point(s) of Contact

At least one of the points of contact listed below must be a Responsible Representative of the applicant entity.

A Responsible Representative must have a high-level position within the applicant entity (e.g., Director, Deputy Director, Chief, Deputy Chief, General Manager, Administrative Manager, Emergency Services Manager, Chief Financial Officer, Chief Executive Officer, Superintendent, County Administrator, County Administrative Officer, City Manager, Assistant City Manager, Mayor).

The Responsible Representative must have signature authority for all authorizations (pre- and post-award grant mediations/reporting/requests).

If the person preparing this form is not a Responsible Representative, then the Responsible Representative must be listed as the Secondary Point of Contact and complete the *Authorization* section.

1. Person Completing Application

*Full Name:	Kathleen K. Schaefer		
	<i>First</i>	<i>M.I.</i>	<i>Last</i>
*Entity Name:	JC Davis		
*Address:	Watershed Science Research Center, 1 Shields Ave, 95616		
	<i>Street</i>	<i>Unit / Suite #</i>	
	Davis	CA	95616
	<i>City</i>	<i>State</i>	<i>ZIP Code</i>
*Phone:	510-292-9075	*Email:	kkschaefer@ucdavis.edu

2. Secondary Point of Contact

Full Name:	Charles Bergson		
	<i>First</i>	<i>M.I.</i>	<i>Last</i>
Entity Name:	City of Isleton		
Address:	101 2nd Street		
	<i>Street</i>	<i>Unit / Suite #</i>	
	Isleton	CA	95641
	<i>City</i>	<i>State</i>	<i>ZIP Code</i>
Phone:	9162153196	Email:	CBergson@cityofisleton.com

II. Application Information

1. *Applicant Entity Name (Limit: 75 characters):

City of Isleton

2. *County or Counties:

Sacramento

3. *Applicant Entity Type: City/Local Jurisdiction

4. FIPS#: 06-36882

5. EIN: 94-6000349

6. *Applicant entities must have an active, or participate in an active, Local Hazard Mitigation Plan (LHMP) or Tribal Plan by October 7, 2022.

*Does your entity have an active, or participate in an active, LHMP or Tribal plan?

YES
☒

NO
☐

If "Yes", enter expiration date: 03/30/27

If "No", briefly describe the status of your plan (Limit: 380 characters):

7. * Provide the title of your application. Your title should start with "Prepare California JumpStart" then list the applicant entity's name and a **brief** description of the position.

Example: "Prepare California JumpStart City of Metropolis Chief Resilience Officer".

Application Title (Limit: 150 characters):

Prepare California Jump Start City of Isleton Sustainability and Recovery Coordinator

III. Position Information

Budget Details

Prepare California JumpStart is intended to fund the hiring, or continuation of services, of a Chief Resilience Officer, Chief Sustainability Officer, or any other position with similar authority and scope of services. The following are the eligible item costs:

- The position's salary throughout the period of performance.
- Any fringe benefits associated with the position.
- Supplies and materials that do not exceed \$5,000 annually.

Any costs not explicitly covered above are not eligible under this program.

The position funded through Prepare California JumpStart must not supplant existing staff or positions. You must thoroughly demonstrate through this application that the position supplements existing staff and increases your organization's capacity.

1. *Position Title (Limit: 75 characters):

Sustainability and Recovery Coordinator (SRC)

2. *Provide a brief description of the position's scope of services and their role within your organizational structure. (Limit: 900 characters)

The SRC will serve as the lead to develop, maintain, and implement continuity and disaster mitigation and recovery strategies and solutions, strategic development and selection, risk assessments, business and/or infrastructure impact analyses, and documentation. The SRC will help establish and scope specific outcomes and metrics that define roles and responsibilities for all responsible stakeholder groups. Working with affiliated governmental agencies, the SRC will identify appropriate capital projects and maintenance activities to bolster the community's ability to withstand and recover from potential catastrophic events. Additionally, the SRC will facilitate participatory processes among internal and external stakeholders, including citizens, businesses, public institutions, and governmental agencies, to foster environmentally just outcomes of resilience-focused efforts.

3. *Provide the budget details associated with this position. If the total of all costs exceeds the award amount, the applicant will be responsible for the additional costs.

- A. Total cost of position salary:
- B. Total cost of fringe benefits:
- C. Total cost of supplies and materials:
- Sum of all costs (auto-calculated):**

\$599210.30
\$271132.26
\$2500.00
\$895342.56

4: * Provide a brief narrative describing how the costs identified above were developed. (Limit: 1,750 characters)

It is envisioned that this position will be filled by someone with the skill set of an Environmental Planner II. The person will need to have some experience and will need to have the ability to work independently. Salary.com suggests that the median salary for an Environmental Planner II in the Bay Area is \$112,864. With a 3% escalation, the salary for each of the 5 years is: \$112,864+ \$116,249.92 +\$119,737.42+ \$123,329.54 + \$127,029.43 = \$599,210.30 The associated benefits listed with a 3% escalation are \$51,069 +\$52,601.07 +\$54,179.10 + \$55,804.48 + \$57,478.61 = \$271,132.26 for a total of \$870,343.56. In addition, \$5000 per year for supplies. This will include the purchase of a computer, printing costs, and mailing costs. The total amount requested is \$895,342.56

Schedule Details

5. *The period of performance is limited to five years (60 months) and may begin no later than Spring 2023. Enter the start and end dates for your activities below.

Start Date: End Date:

6. *Provide a chronological summary of the major initiatives and deliverables that the new position will be responsible for implementing over the period of performance. Include key metrics that will be monitored to ensure program success. (Limit: 1,750 characters)

Task: Form a pre-disaster recovery planning task force comprised of up to 15 community members.

Deliverable 1: Formal Charter and Engagement Strategy

Task 2: Inventory existing planning documents, and determine community risks, impacts and consequences.

Deliverable 2 : Inventory of existing planning documents, maintenance plans, flood risk reduction plans, and hazard mitigation plans.

Task 3: Create a pre-disaster recovery ordinance. Ordinance will outline authorities, authorize critical actions, establish coordination bodies, and clarify legal provisions. The ordinance will serve as a forerunner to the comprehensive pre-disaster community sustainability and recovery plan.

Deliverable 3: Presentation of the ordinance to the city council.

Task 5: Determine the community's vulnerabilities and risks.

Task 6: Determine the community's recovery capacity and capabilities.

Deliverable 4: Report describing the community's vulnerabilities, risks, capacity, and capabilities.

Task 7: With community input, develop pre-disaster recovery actions and identify priorities for building recovery capacity.

Task 8: With community input, develop the Pre-disaster Recovery Plan

Task 9: Adopt the Pre-disaster Recovery Plan.

Deliverable 5: Pre-disaster Recovery Plan Adopted by City Council

Task 11: Grant Close Out and Transition

Deliverable 6: Closeout Documents.

Task 10: Research and Apply for grants The SRC will actively search out and apply for grants. These will include FEMA BRIC and HMGP grants as well as State grants.

Deliverable 2d, 4d, 5d : Grant Applications as identified. Ongoing

Task 11: Implementation of the grant.

Deliverable 7: Quarterly Grant Reports

7. *Using the table below, enter the major deliverables and/or initiatives described above and the associated metrics and schedule. The metrics listed must be those used and monitored by your organization as targets of program success. The schedule next to each item must be expressed in months (e.g., "months 1-4"), and deliverable/initiative schedules may overlap.

Example:

Deliverable/Initiative: Community Outreach Metric: 100 Attendees Schedule: Months 1-2

As a deliverable during the period of performance, applicants **must** pursue project scoping that leads to a Hazard Mitigation Assistance (HMA) subapplication(s). This may include Advance Assistance (AA) under the Hazard Mitigation Grant Program (HMGP), and/or Capability- and Capacity-Building (C&CB) under the Building Resilient Infrastructure and Communities (BRIC) and Flood Mitigation Assistance (FMA) programs.

A. Deliverable/Initiative:	1a	Metric:	1 Formal Charter and Schedule	Schedule:	Quarter 1
B. Deliverable/Initiative:	1b	Metric:	3 Task Force Meetings	Schedule:	Quarter 1
C. Deliverable/Initiative:	2a	Metric:	1 Inventory Report	Schedule:	Quarter 2 -4
D. Deliverable/Initiative:	2b	Metric:	6 Task Force Meetings	Schedule:	Quarter 2 - 4
E. Deliverable/Initiative:	2c	Metric:	2 Public Presentations	Schedule:	Quarter 2-4
F. Deliverable/Initiative:	3a	Metric:	1 Disaster Recovery Ordinance	Schedule:	Quarter 4-8
G. Deliverable/Initiative:	3b	Metric:	8 Meetings	Schedule:	Quarter 4-8

H. Deliverable/Initiative:	3c	Metric:	1 Presentation to City Council	Schedule:	Quarter 4-8
I. Deliverable/Initiative:	3d	Metric:	3 Grant Applications	Schedule:	Quarter 4-8
J. Deliverable/Initiative:	4a	Metric:	1 Vulnerability Report	Schedule:	Quarter 9-12
K. Deliverable/Initiative:	4b	Metric:	8 Task Force Meetings	Schedule:	Quarter 9-12
L. Deliverable/Initiative:	4c	Metric:	3 Public Presentations	Schedule:	Quarter 9-12
M. Deliverable/Initiative:	4d	Metric:	3 Grant Applications	Schedule:	Quarters 9-12
N. Deliverable/Initiative:	5a	Metric:	1 Recovery Plan	Schedule:	Quarters 13-18
O. Deliverable/Initiative:	5b	Metric:	8 Task Force Meetings	Schedule:	Quarter 13-18
P. Deliverable/Initiative:	5c	Metric:	3 Public Presentations	Schedule:	Quarter 13-18
Q. Deliverable/Initiative:	5d	Metric:	3 Grant Applications	Schedule:	Quarter 13-18
R. Deliverable/Initiative:	5e	Metric:	3 City Council Presentations	Schedule:	Quarter 13-18
S. Deliverable/Initiative:	6	Metric:	1 Grant Close Out Report	Schedule:	Quarter 19-20
T. Deliverable/Initiative:	7	Metric:	20 Quarterly Grant Reports	Schedule:	Quarter 1-20

Location Details

The applicant must enter location data for the **eligible census tracts** within their jurisdiction where the position's activities will focus or take place.

Census tracts can be accessed through the online map linked below. Simply click on your eligible census tract(s) and an information window will display the required information.

Hazard Exposure and Social Vulnerability Map

The latitude and longitude (lat/long) coordinates must apply to an activity area and be expressed in degrees including five or more decimal places (e.g., latitude 36.999221, longitude – 109.044884). Lat/long coordinates can be accessed through many online mapping services. If you have questions on how to find the appropriate coordinates, please reach out to Cal OES as directed in the instructions.

8. *List the eligible census tract(s) that will benefit from the position:

A.	Census Tract:	98	Latitude / Longitude:	38.16183/121.61244
B.	Census Tract:		Latitude / Longitude:	
C.	Census Tract:		Latitude / Longitude:	
D.	Census Tract:		Latitude / Longitude:	
E.	Census Tract:		Latitude / Longitude:	
F.	Census Tract:		Latitude / Longitude:	
G.	Census Tract:		Latitude / Longitude:	
H.	Census Tract:		Latitude / Longitude:	
I.	Census Tract:		Latitude / Longitude:	

9. *Provide a summary description of the benefit locations listed above within your jurisdiction. (Limit: 900 characters)

The City of Isleton, founded is the smallest city in Sacramento County. Historically, Isleton has been a thriving agricultural and economic center within the Sacramento-San Joaquin River Delta region. The City measures approximately 0.49 square mile in area. It is situated south of the Sacramento River and is primarily surrounded by agricultural land use area to the south, east, and west. The City is currently developed with residential, commercial, industrial, municipal, and open-space uses. Flooding, associated with high-precipitation storms, excessive seepage, and/or poor run-off discharge and pumping, may pose adverse effects to the residents of Isleton. Additionally, estuary zones such as the Sacramento-San Joaquin River Delta are particularly vulnerable to the potential increased exposure of these geologic hazards that may be enhanced by climate change.

Problem Statement & Solution

10. *Describe the hazards negatively impacting your community and the challenges your organization faces to meet your needs. Include a description that particularly focuses on those areas that are eligible on the Hazard Exposure and Social Vulnerability Map. (Limit: 1,250 characters)

The town of Isleton is near the confluence of the Sacramento River and the San Joaquin Rivers on Brannan-Andrus Island. Brannan-Andrus Island is protected by 37.4 miles of levees that provide less than a 100-year level of protection. The entire town is in a FEMA SFHA. If the levees fail, it will impact the State's Water supply, the entire city of Isleton will be flooded to depths of over 14 feet, wastewater will flow into the San Joaquin River, gas and water wells will be inundated and major transportation route through the Delta will be unusable for weeks. A levee failure on the island would flood the town's fire station, city hall, and school and it would leave 538 families unhoused. Sea level rise will raise the elevation on the waterward side of the levees, increasing the probability of failure. In addition to flooding issues, climate change is projected to increase the number of excess heat days and increase precipitation. The community does not have a cooling center or a flood evacuation center. The entire town of Isleton is an economically underserved community that provides workforce housing for the surrounding area. It does not have the staff to fully assess the needs or apply for Grants.

11. *Describe how your position will address the hazards and challenges described above, and why your organization does not currently have the capacity to meet those needs without this grant. Any existing positions within your organization that have a similar scope or title must be called out with an explanation why that role does not adequately meet your needs.

(Limit: 1,250 characters)

The city of Isleton is the poorest community in Sacramento County. It has only a City Manager, City Clerk, and administrative assistant. It is overwhelmed with day-to-day issues of crime, failing infrastructure, and basic community needs. It does not have the resources to address non-salient future needs such as natural disasters and community resiliency planning. Without the planning documents and the knowledgeable s, the community is unable to apply and compete for grants. Thus, it is at a continued disadvantage. Funding this position would provide the resources needed to engage the community in identifying their resiliency needs and examine regional-scale nature-based solutions. It would leverage an existing flood risk reduction study and the Central Valley Flood Protection Plan, and it would provide the resources to compete for grants.

Implementation Plan

12. *Explain how the position, and the grant, will be managed and what measures will be put in place to ensure capacity is maintained beyond the period of performance. (Limit: 600 characters)

The City will hire and manage the Sustainability and Recovery Coordinator (SRC). The SRC will report to the City Manager. SRC will apply for sustainability and predisaster grants. It is envisioned that after the initial JumpStart Funding, future funding for this position will come from grant-funded projects that will be identified in the sustainability and recovery. Isleton is a community-based insurance pilot location. Additional future funding for this position is anticipated to come from future community-based insurance proceeds or a Proposition 218 fee.

Resilience Outcomes

13. *Describe how the position enhances your community's ability to mitigate or recover from disasters and if the benefits are sustainable beyond the period of performance. If this position compliments previous mitigation action, include a description here. (Limit: 900 characters)

The City of Isleton is vulnerable to heat, fire, and flood disasters. This position will engage the community, making them aware of their risks. It will identify community assets and relationships that can assist in disaster recovery. The SRC will facilitate community discussions on pre-disaster recovery planning. The SRC will identify financial gaps and actively pursue grant opportunities, mutual aid arrangements, and other financial arrangements to fill the recovery gaps. It is envisioned that disaster recovery planning will lead to a long-term sustainability plan.

Community Benefit & Equity

14. *Describe how the position will specifically benefit socially vulnerable and high-hazard communities (i.e., which deliverables/initiatives will directly impact or focus on your eligible census tracts). Include a description of the target populations. (Limit: 900 characters)

Isleton is Sacramento County's smallest, poorest most diverse community, approximately 49% of the population identifies as Hispanic, 45% identifies as White, and 6% other races. The city of Isleton's Chinese and Japanese Commercial Districts are listed on the National Register of Historic Places. The median household income is \$36,875(2019 Census), with a poverty rate of 19.1% (2019 Census). In 2020, the median 2020 NFIP premium was over \$1,100. As a result of the prohibitive cost of NFIP insurance, less than a quarter of the households have flood insurance. Isleton lacks city resources to participate in the CRS program. Thus, homeowners in Isleton are underinsured, and a flood would significantly distress an already disadvantaged community. The CRO would work to reduce flood insurance costs and to obtain funding for critical infrastructure upgrades.

Outreach & Community Involvement

15. *Describe how the position will engage the community, if any partnerships will be established, and to what extent stakeholders inform or contribute to the position's activities. (Limit: 900 characters)

The SRC will engage with the community in several ways. The SRC will lead the Sustainability and Pre-Disaster Recovery Task Force comprised of community members. In an action-learning arrangement, the SRC will provide Task Force members with an opportunity to learn about sustainability, resiliency, and pre-disaster planning practices and opportunities. In turn, the Task Force will guide the actions of the SRC. The SRC will make presentations to the City Council at regular milestone intervals. The SRC will form partnerships with the Delta Communities, the Delta Protection Commission, the Delta Communities GHAD, the Delta Stewardship Council, the Department of Water Resources, the Department of Insurance, the local Reclamation District, and the Office of Emergency Services.

16. If applicable, describe how the position will engage non-government organizations in the community to further meet your needs and achieve your resilience goals through private investment. (Limit: 900 characters)

The city of Isleton is a small community, which provides many opportunities for the SRC to engage in the community. The SRC will take advantage of the Sustainability and Pre-Disaster Recovery Task Force comprised of community members. The SRC will utilize the City Manager column distributed with the monthly sewer service bills. The SRC will make presentations to the City Council at regular milestone intervals. The SRC will participate in the annual SPAM festival and Flood Awareness Week. In addition, the SRC will engage the community in public outreach meetings and presentations to other Delta groups. Development of the pre-disaster recovery plan will include community discussions regarding post-disaster recovery payments and community-based insurance. The SRC will lead these discussions.

Future Conditions & Climate Change

17. *Describe how activities performed by the position were informed by future conditions (e.g., population or demographic changes) and/or climate change. If applicable, explain how an activity will incorporate nature-based solutions or aligns with other relevant climate or land-use planning efforts.
(Limit: 900 characters)

Although the City of Isleton is protected by a series of levees, the risk of catastrophic flooding is growing as a result of climate change. Altered climatic patterns are expected to lead to heavier, more frequent seasonal precipitation within the Sacramento River watershed, and more frequent "atmospheric river" storms are predicted to occur in coming decades. Both of these factors are expected to result in higher volumetric flows within the river systems near Isleton. Further, as sea levels are expected to rise in the future, the Delta is expected to see greater tidal influence, further affecting river flows. The SRC position will work with the Delta Region GHAD and work with the existing Reclamation Districts in the area and the City of Isleton. These efforts, which will include community planning and preparedness initiatives, as well as maintenance and monitoring activities of levees.

Other Activity Details

18. *Has this position, or any of their planned activities, been submitted previously to Cal OES?

YES
☐

NO
☒

If "Yes", describe (Limit: 90 characters):

19. *Has this position, or any of their planned activities, been submitted previously to another entity or agency?

YES
☐

NO
☒

If "Yes", describe (Limit: 90 characters):

Authorization

The undersigned is a Responsible Representative of the applicant entity and listed as point of contact in this application. The undersigned does hereby submit this application for financial assistance in accordance with the Prepare California JumpStart program and certifies that the applicant will fulfill all requirements of the program as contained in the program guidelines and that all information contained herein is true and correct to the best of our knowledge.

*Name:

Charles Bergson

*Title:

City Manager

*Entity:

City of Isleton

*Signature:

Charles Bergson

*Date:

30 Nov 2022

Application Submission Instructions

Interested applicants must submit their application to PrepareCAJumpStart@caloes.ca.gov with "Prepare California JumpStart" in the subject line and in the title of the application (e.g., Prepare California JumpStart, City of Metropolis, Chief Resilience Officer).

Cal OES will review all applications for eligibility and fulfillment of the State's priorities, coordinate on any outstanding requests for information, and notify applicants of their prospective selection for funding.

All applications must be submitted by **October 7, 2022**. Applications submitted after the posted deadline will be considered if funding remains available.

Prior to sending the PDF of your completed Prepare California JumpStart proposal application, confirm that you have completed the following:

- ✓ The mandatory fields identified with an asterisk are complete and correct.
- ✓ The application is signed by responsible representative.

If your application includes additional documentation, they must be sent in the same email submission as this completed form.

Thank you! The team at Cal OES greatly appreciates your participation in the Prepare California JumpStart program.