



Office of the Mayor

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July 26, 2012

Roxanne K. Gray
Hazard Mitigation Officer
Wisconsin Emergency Management
2400 Wright Street
Madison, WI 53707

Dear Ms. Gray:

Attached please find the City of Madison's application for funding from the FEMA Hazard Mitigation Grant Program to construct a community storm shelter serving the residents of the Highland Manor Mobile Home Park. This letter confirms the City's commitment to fulfill the requirements of FEMA's program, including:

12.5% Match: The City is committed to provide the required 12.5% match for the allowable costs of the safe room. We will provide this match through a combination of resources including dedicating an acre of land in perpetuity as the site of the shelter; entering into an easement agreement with the mobile home park owner, Uniprop, for access to the shelter over private roads; and, contributing staff time needed to plan and implement the project.

Permanent Use: The City proposes to develop a dual-use facility and make the safe room available as a reservable park shelter managed by the Madison Park Division. However, on a permanent basis, we will maintain it in a manner consistent with its intended use as a storm shelter.

Maintenance and Management Plan: If project funds are awarded, the City Parks Division will develop a draft and final management plan in compliance with FEMA guidance.

Operating and Maintenance Costs: The City agrees to insure the building and provide for the use of the land, security, utilities, communications, maintenance, repair, and accessibility of the structure in future years.

Ineligible Costs: We are aware that some costs associated with the project are not eligible for FEMA funding. The costs associated with parking and storage needed to operate a park shelter, for example, are not included in the construction budget and will be absorbed by the City.

Thank you for this opportunity to apply for FEMA HMGP funding to protect the residents of Highland Manor Mobile Home Park from tornadoes and wind storms.

Sincerely,

Paul R. Soglin
Mayor