

**ORDER: ACCEPT HAZARD MITIGATION GRANT FROM MEMA FOR STORM  
SHELTER AT LAFAYETTE COUNTY OFFICE COMPLEX,  
LOCAL SHARE OF THE GRANT IS TEN PERCENT, \$13,220.00**

Motion was made by Chad McLarty, duly seconded by Brent Larson, to accept Hazard Mitigation Grant from MEMA for storm shelter at the Lafayette County Office Complex, local share of the grant is 10%, \$13,220.00.

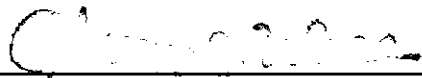
The vote on the motion was as follows:

Supervisor Brent Larson, voted yes  
Supervisor Larry Gillespie, voted yes  
Supervisor David Rikard, voted yes  
Supervisor Chad McLarty, voted yes  
Supervisor Mike Roberts, voted yes

After the vote, President Roberts, declared the motion carried, this the 6<sup>th</sup> day of September, 2022.



**Mike Roberts, President  
Board of Supervisors**



**Sherry Wall, Chancery Clerk**

**Mississippi Emergency Management Agency  
P.O. Box 5644  
Pearl, MS 39208**

**Aug 29, 2022**

**Steve Quarles, EMA Director  
Lafayette County BOS  
Oxford, MS 38655**

**RE: Lafayette County BOS 4478-7**

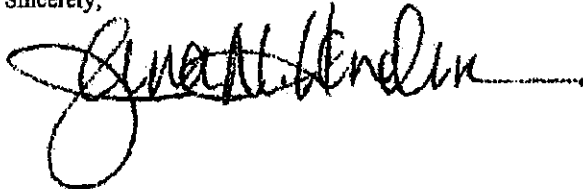
We are pleased to inform you that the above referenced Hazard Mitigation Grant has been approved and funded as indicated on the attached Hazard Mitigation Grant Program Agreement. The Hazard Mitigation Grant Program agreement should be signed and returned to this office prior to commencing any activities under your grant.

The following conditions are applicable to this grant:

1. A quarterly report detailing all project activities during the quarter must be submitted within 15 days after the end of each calendar quarter.
2. Any change in the scope of work, period of performance or budget must be requested in writing and have prior approval by MEMA and FEMA.
3. Reimbursement request of eligible cost should be submitted through MitigationMS.org and include copies of all invoices and receipts.
4. Staff from this office will meet with you prior to commencing work to discuss project and financial documentation and reporting requirements.

If you have questions concerning this matter, please contact your district Mitigation Grants Specialist or call 601-933-6884.

Sincerely,

A handwritten signature in black ink, appearing to read "Jana N. Henderson", with a long horizontal line extending to the right.

**Jana N. Henderson, SHMO  
Director, Mitigation Grants Bureau  
Office of Mitigation**

## HAZARD MITIGATION GRANT PROGRAM AGREEMENT

Under this Agreement, the interests and responsibilities of the Recipient, herein after referred to as the State, will be executed by the Mississippi Emergency Management Agency. The individual designated to represent the State Stephen C. McCraney Governor's Authorized Representative (GAR). The Sub-recipient to this Agreement is Lafayette County BOS. The interests and responsibilities of the Sub-recipient will be executed by the Sub-recipient's designated applicant's agent.

Pursuant to the Hazard Mitigation Grant 4478-7 (FEMA Project Number), funds in the amount of \$118,980.00 are hereby awarded to the Sub-recipient as stated below under the following conditions:

Approved Total Project Cost:	\$	<u>\$132,200.00</u>	
Federal Cost Share:	\$	<u>\$118,980.00</u>	<u>90.00%</u>
State Cost Share:	\$	<u>\$0.00</u>	<u>0.00%</u>
Local Cost Share:	\$	<u>\$13,220.00</u>	<u>10.00%</u>

The Sub-recipient agrees and understands that:

1. He/She has legal authority to apply for assistance on behalf of the Sub-recipient.
2. The Sub-recipient will provide all necessary financial and managerial resources to meet the terms and conditions of receiving federal and state disaster assistance.
3. The Sub-recipient will use disaster assistance funds solely for the purposes for which these funds are provided and as approved by the Governor's Authorized Representative. Allowable costs shall be determined in accordance with the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 44 CFR § 206 and 44 CFR Part 13.
4. The payments for approved projects will be on an eligible cost reimbursement basis and subject to receipt and approval of invoices.
5. The Sub-recipient is aware that limited funding available for mitigation requires cost sharing, and that the Sub-recipient is required to provide the full non-federal share for such mitigation activities.
6. The Sub-recipient will establish and maintain a proper accounting system to record expenditures of disaster assistance funds in accordance with generally accepted accounting

standards or as directed by the Governor's Authorized Representative.

7. The local cost share funding will be available within the specified time.
8. The Sub-recipient will give state and federal agencies designated by the Governor's Authorized Representative, access to and the right to examine all records and documents related to use of disaster assistance funds.
9. The Sub-recipient will return to the state, within 15 days of such request by the Governor's Authorized Representative, any advance funds which are not supported by audit or other federal or state review of documentation maintained by the Sub-recipient.
10. The Sub-recipient will comply with all applicable codes and standards as pertains to this project and agree to provide maintenance as appropriate.
11. The Sub-recipient will comply with all applicable provisions of federal and state laws and regulations regarding procurement of goods and services.
12. The Sub-recipient will comply with all federal and state statutes and regulations relating to non-discrimination. The Sub-recipient will establish and maintain an active program of nondiscrimination in disaster assistance as outlined in implementing regulations. This program will encompass all Sub-recipient actions pursuant to this Agreement.
13. The Sub-recipient will comply with provisions of the Hatch Act limiting the political activities of public employees.
14. The Sub-recipient will comply, as applicable, with provisions of the Davis Bacon Act relating to labor standards.
15. The Sub-recipient will comply with the National Flood Insurance Program and the community's flood protection ordinance.
16. The Sub-recipient will not enter into cost-plus-percentage-of-cost contracts for completion of Hazard Mitigation Grant projects.
17. The Sub-recipient will not enter into any contract with any party that is debarred or suspended from participating in State or Federal assistance programs.
18. The Sub-recipient will provide the Recipient copies of audit reports that include funds provided under this agreement.
19. The Sub-recipient agrees that the disaster relief project contained in this Agreement will be completed by \_\_\_\_\_. Completion dates may be extended upon justification by the Sub-recipient and approval by the Governor's Authorized Representative and the Federal

Emergency Management Agency.

20. There shall be no changes to this Agreement unless mutually agreed upon, in writing, by both parties to the Agreement.

If the Sub-recipient violates any of the conditions of this Agreement, or applicable federal and state regulations; the State shall notify the Sub-recipient that financial assistance for the project in which the violation occurred will be withheld until such violation has been corrected to the satisfaction of the State. In addition, the State may also withhold all or any portion of financial assistance which has been or is to be made available to the Sub-recipient for other disaster relief projects under the Act, this or other agreements, and applicable federal and state regulations until adequate corrective action is taken.

The undersigned does hereby agree with all terms and conditions of this agreement.

\_\_\_\_\_  
Stephen C. McCraney  
Governor's Authorized Representative

\_\_\_\_\_  
Sub-Recipient's Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



U. S. Department of Homeland Security  
Region 4  
3005 Chamblee Tucker Road  
Atlanta, GA 30341

**FEMA**

August 25, 2022

Mr. Stephen McCraney, Executive Director  
Mississippi Emergency Management Agency  
Post Office Box 5644  
Pearl, MS 39288

Attention: Ms. Jana Henderson  
State Hazard Mitigation Officer

Reference: Hazard Mitigation Grant Program (HMGP) Project DR-4478-0007-R  
Lafayette County Business Center Saferoom

Dear Mr. McCraney:

I am pleased to inform you that the subject project has been approved for \$132,200.00 with a federal share of \$99,150.00 (75%) and a Non-Federal share of \$33,050.00 to be paid by Lafayette County.

The following is the approved Scope of Work (SOW) for the above-referenced project:

*Lafayette County will install a prefabricated 48'x10'x8' above-ground saferoom on a 12" thick foundation. The community safe room, with an occupancy of 75 persons, will be equipped with a chemical toilet and handwashing station and will be ADA compliant with two handicap accessible doors. In compliance with FEMA 361 standards, the prefabricated safe room will be rated for winds up to 250 mph. The safe room, installed at the Lafayette County Business Center, will be for employees and patrons visiting the center and for the continuity of government.*

The location will be:

*Lafayette County Business Center  
72 F.D. Buddy East Parkway  
Oxford, MS 38655  
(34.356476, -89.487197)*

FEMA will not establish activity completion timeframes for individual subgrants. Recipients are responsible for ensuring that all approved activities are completed by the end of the grant Period of Performance (POP). The POP for DR-4478 is June 10, 2024. Any extensions of the grant POP must be submitted to FEMA 60 days prior to the expiration date.

The National Environmental Policy Act (NEPA) stipulates additions or amendments to a HMGP subrecipient Scope of Work (SOW) may have to be reviewed by all State and Federal agencies participating in the NEPA process. After a review of the proposed project and its environment, and provided that the conditions listed below are met, it was determined that no extraordinary circumstances, as defined in FEMA Directive 108-1, exist regarding this proposed project.

**Special Conditions**

**NHPA CONDITION:** If human remains or intact archaeological features or deposits (e.g., arrowheads, pottery, glass, metal, etc.) are uncovered, work in the vicinity of the discovery will stop immediately and all reasonable measures to avoid or minimize harm to the finds will be taken. The subrecipient will ensure that archaeological discoveries are secured in place, that access to the sensitive area is restricted, and that all reasonable measures are taken to avoid further disturbance of the discoveries. The subrecipient's contractor will provide immediate notice of such discoveries to the applicant. The subrecipient shall contact the Mississippi Department of Archives and History and FEMA within 24 hours of the discovery. Work in the vicinity of the discovery may not resume until FEMA has completed consultation with SHPO, Tribes, and other consulting parties as necessary. In the event that unmarked human remains are encountered during permitted activities, all work shall stop immediately, and the proper authorities notified in accordance with Mississippi Code, Section 39-7-33.

Source of condition: National Historic Preservation Act (NHPA)      **Monitoring Required:** No

**NHPA CONDITION:** Any changes to the approved scope of work will require submission to, and evaluation and approval by, the State and FEMA, prior to initiation of any work, for compliance with Section 106.

Source of condition: National Historic Preservation Act (NHPA)      **Monitoring Required:** No

**NHPA CONDITION:** Construction vehicles and equipment will be stored onsite during the project or at existing access points within the Applicant's right-of-way.

Source of condition: National Historic Preservation Act (NHPA)      **Monitoring Required:** No

**NHPA CONDITION:** Prior to work beginning, the applicant must identify the source and location of fill material and provide this information to FEMA. If the borrow pit is privately owned, or is located on previously undisturbed land, or if the fill is obtained by the horizontal expansion of a pre-existing borrow pit, FEMA consultation with the State Historic Preservation Officer will be required. Failure to comply with this condition may jeopardize FEMA funding; verification of compliance will be required at project closeout.

Source of condition: National Historic Preservation Act (NHPA)      **Monitoring Required:** No

**Standard Conditions:**

Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.

This review does not address all federal, state, and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state, and local laws. Failure to obtain all appropriate federal, state, and local environmental permits and clearances may jeopardize federal funding.

If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

For close-out of this project, the Governor's Authorized Representative shall send a letter of request to close the project programmatically and financially. The letter will include the following: the date work on the project was fully completed, the date of the Recipient's final site inspection for the project, the final total project cost and Federal share, any cost underrun, a certification that reported costs were incurred in the performance of eligible work, that the approved work was completed, that

the required programmatic, environmental, and any other conditions were met and that the mitigation measure is in compliance with the provisions of the Agreement Articles and this award letter.

In order to ensure this project has been completed in compliance with the approved SOW, the recipient must submit the following to FEMA at close-out:

- Certification from a licensed Professional Engineer or a Registered Architect, that the safe room and all items that contribute to the operation of the safe room have been constructed to meet or exceed FEMA Publication 361, including but not limited to the foundation and safe room anchoring requirements, doors, windows, exterior above-ground generators and attendant fuel sources, electrical or passive ventilation, communications equipment, signage, steps, stairs, elevators, lifts and eligible below ground electrical lines.
- Documentation that demonstrates the required hazard insurance has been secured if located within the FEMA identified Special Flood Hazard Area.
- Photographs of the structure
- Final latitude and longitude of the safe room with an accuracy of +/- 20 meters.
- A copy of the Recipient's final site inspection report.

Quarterly progress reports for the HMGP projects are required. Please include this HMGP project in your future quarterly reports. Note that 44 CFR 206.438(e) indicates the State must provide a quarterly progress report to FEMA indicating the status and completion date for each project funded. The report will include any problems or circumstances affecting completion dates, scope of work, or project cost that may result in non-compliance with the approved grant conditions.

Section 206.438(d) of 44 CFR requires the GAR to "certify that reported costs were incurred in the performance of eligible work, that the approved work was completed, and that the mitigation measure is in compliance with the provisions of the FEMA-State Agreement."

The obligation report and Record of Environmental Consideration are included for your records. The obligated funds are available for withdrawal from the **Payment Management System** on sub-account number **4478DRMSP00000075**.

If you have any questions, please contact my staff Jenifer Holderman at (202) 374-9159.

Sincerely,

*William F. Arwood*  
William F. Arwood, Chief  
Disaster Implementation Branch  
Mitigation Division

Enclosures:  
Obligation Report Supplemental 4  
Record of Environmental Consideration



7/31/2022

10:15 AM

## FEDERAL EMERGENCY MANAGEMENT AGENCY

HMGP-OB-01

## HAZARD MITIGATION GRANT PROGRAM

## Obligation

Disaster No	FEMA Project No	Amendment No	State Application ID	Action No	Supplemental No	State	Recipient
4478	7 -R	0	7	1	4	MS	Statewide

Subrecipient: Lafayette (County)

Project Title : Lafayette County Business Center Saferoom

Subrecipient FIPS Code: 071-99071

Total Amount Previously Allocated	Total Amount Previously Obligated	Total Amount Pending Obligation	Total Amount Available for New Obligation
\$99,150.00	\$99,150.00	\$0.00	\$0.00

Project Amount	Subrecipient Management Cost Amount	Total Obligation	IFMIS Date	IFMIS Status	FY
\$99,150.00	\$0.00	\$99,150.00	07/28/2022	Accept	2022

Comments

Date: 07/28/2022 User Id: DBURKETT

Comment: 4478-0007-R-DR-MS-HM Lafayette (County) Grant POP 6/10/2024 Application 7 Lafayette Business Center Saferoom Allocation 3 accelerated from the August Spend Plan Federal share \$99,150.00 Supplement 4 approved HMO

Date: 07/27/2022 User Id: JHOLDERM

Comment: 4478DR 6/10/2024 #0007 Lafayette County 5/4/2027 Saferoom \$99,150.00 August Spend Plan HMO Approved.

Authorization

Preparer Name: JENIFER HOLDERMAN

Preparation Date: 07/27/2022

HMO Authorization Name: DEBORAH BURKETT

HMO Authorization Date: 07/28/2022

## RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project HMGP-4478-0007-MS (1)

Title: Lafayette Co Business Center Community Saferoom

## NEPA DETERMINATION

Non Compliant Flag: No

EA Draft Date:

EA Final Date:

EA Public Notice Date:

EA Found

Level: CATEX

EIS Notice of Intent

EIS ROD Date:

**Comment** SOW: Lafayette County Business Center Community Saferoom, Lafayette County BOS, MS, applicant proposes to install a 10'x48'x8' feet above ground community saferoom at 72 F.D. Buddy East PKWY Oxford, MS 38655 (34.358476, -89.487197).  
- vy/in - 07/08/2022 18:11:25 GMT

## CATEX CATEGORIES

CateX Category Code	Description	Selected
*n8	(*n8) Federal Assistance for New Construction Activities of Less Than One Acre in Undisturbed or Undeveloped Areas. Federal assistance for new construction and associated site preparation activities in undisturbed or undeveloped areas when the activities comprise less than one acre and follow best management practices to control noise, water, and air pollution. This category does not apply to new construction in undisturbed or undeveloped floodplains, wetlands, or seaward of the limit of moderate wave action (or V zone when the limit of moderate wave action has not been identified). This CATEX covers the range of activities typically necessary for new construction, including field work (e.g. borings, site inspection) and temporary staging and use of construction equipment and vehicles.	Yes

## EXTRAORDINARY

Extraordinary Circumstance Code	Description	Selected ?
	No Extraordinary Circumstances were selected	

## ENVIRONMENTAL LAW / EXECUTIVE ORDER

Environmental Law/ Executive Order	Status	Description	Comment
Clean Air Act (CAA)	Completed	Project will not result in permanent air emissions - Review concluded	
Coastal Barrier Resources Act (CBRA)	Completed	Project is not on or connected to CBRA Unit or otherwise protected area - Review concluded	
Clean Water Act (CWA)	Completed	Project would not affect any water of the U.S. - Review concluded	
Coastal Zone Management Act (CZMA)	Completed	Project is not located in a coastal zone area and does not affect a coastal zone area - Review concluded	

## RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project HMGP-4478-0007-MS (1)

Title: Lafayette Co Business Center Community Saferoom

Environmental Law/ Executive Order	Status	Description	Comment
Executive Order 11988 - Floodplains	Completed	No effect on floodplain/flood levels and project outside floodplain - Review concluded	EO 11988: Project is located within an Unshaded X zone per Lafayette County flood insurance rate map (FIRM) panel number # 28071C0300C dated 11/26/2010. - vyln - 07/06/2022 18:13:42 GMT
Executive Order 11990 - Wetlands	Completed	No effects on wetlands and project outside wetlands - Review concluded	EO 11990: Project is not located in wetlands per review of USFWS National Wetlands Inventory (NWI) mapper, accessed 12/30/2021. - vyln - 07/06/2022 18:13:55 GMT
Executive Order 12898 - Environmental Justice for Low Income and Minority Populations	Completed	Low income or minority population in or near project area	
	Completed	No disproportionately high and adverse Impact on low income or minority population - Review concluded	
Endangered Species Act (ESA)	Completed	Listed species and/or designated critical habitat present in areas affected directly or indirectly by the federal action	ESA: Per review of Mississippi USFWS website listing of threatened and endangered species for Lafayette County, accessed 12/30/2021 - vyln - 07/06/2022 18:12:20 GMT
	Completed	No effect to species or designated critical habitat (See comments for justification) - Review concluded	
Farmland Protection Policy Act (FPPA)	Completed	Project does not affect designated prime or unique farmland - Review concluded	
Fish and Wildlife Coordination Act (FWCA)	Completed	Project does not affect, control, or modify a waterway/body of water - Review concluded	
Migratory Bird Treaty Act (MBTA)	Completed	Project located within a flyway zone	
	Completed	Project does not have potential to take migratory birds - Review concluded	
Magnuson-Stevens Fishery Conservation and Management Act (MSA)	Completed	Project not located in or near Essential Fish Habitat - Review concluded	
National Historic Preservation Act (NHPA)	Completed	Applicable executed Programmatic Agreement (enter date in comments).	NHPA: Per the executed Programmatic Agreement for MS executed September 15, 2016, and amended September 2, 2021, the project required consultation resulting in No Historic Properties Affected.

## RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project HMGP-4478-0007-MS (1)

Title: Lafayette Co Business Center Community Safaroom

Environmental Law/ Executive Order	Status	Description	Comment
			Consultation was sent to SHPO, Alabama-Coushatta Tribe of TX, Alabama-Quassarte Tribal Town, Choctaw Nation of OK, Jena Band of Choctaw Indians, Kialegee Tribal Town, Muscogee (Creek) Nation, Seminole Nation of OK, and Tunica Biloxi Tribe of LA on 04/14/2022. SHPO response received 05/06/2022. Muscogee (Creek) Nation response received 06/10/2022. See conditions. - drausch1 - 07/06/2022 14:29:12 GMT
	Completed	Building or structure 50 years or older or listed on the National Register in the project area and activity not exempt from review	
	Completed	Determination of No Historic Properties Affected (FEMA finding/SHPO/THPO concurrence attached) - Review concluded	
	Completed	Project affects undisturbed ground	
	Completed	Project area has no potential for presence of archeological resources	
	Completed	Determination of no historic properties affected (FEMA finding/SHPO/THPO concurrence or consultation attached) - Review concluded	
Wild and Scenic Rivers Act (WSR)	Completed	Project is not along and does not affect Wild and Scenic River - Review concluded	

## CONDITIONS

## Special Conditions required on implementation of Projects:

NHPA CONDITION: If human remains or intact archaeological features or deposits (e.g. arrowheads, pottery, glass, metal, etc.) are uncovered, work in the vicinity of the discovery will stop immediately and all reasonable measures to avoid or minimize harm to the finds will be taken. The subrecipient will ensure that archaeological discoveries are secured in place, that access to the sensitive area is restricted, and that all reasonable measures are taken to avoid further disturbance of the discoveries. The subrecipient's contractor will provide immediate notice of such discoveries to the applicant. The subrecipient shall contact the Mississippi Department of Archives and History and FEMA within 24 hours of the discovery. Work in the vicinity of the discovery may not resume until FEMA has completed consultation with SHPO, Tribes, and other consulting parties as necessary. In the event that unmarked human remains are encountered during permitted activities, all work shall stop immediately, and the proper authorities notified in accordance with Mississippi Code, Section 39-7-33.

Source of condition: National Historic Preservation Act (NHPA)

Monitoring Required: No

## RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project HMGP-4478-0007-MS (1)

Title: Lafayette Co Business Center Community Saferoom

---

NHPA CONDITION: Any changes to the approved scope of work will require submission to, and evaluation and approval by, the State and FEMA, prior to initiation of any work, for compliance with Section 106.

Source of condition: National Historic Preservation Act (NHPA)

Monitoring Required: No

NHPA CONDITION: Construction vehicles and equipment will be stored onsite during the project or at existing access points within the Applicant's right-of-way.

Source of condition: National Historic Preservation Act (NHPA)

Monitoring Required: No

NHPA CONDITION: Prior to work beginning, the applicant must identify the source and location of fill material and provide this information to FEMA. If the borrow pit is privately owned, or is located on previously undisturbed land, or if the fill is obtained by the horizontal expansion of a pre-existing borrow pit, FEMA consultation with the State Historic Preservation Officer will be required. Failure to comply with this condition may jeopardize FEMA funding; verification of compliance will be required at project closeout.

Source of condition: National Historic Preservation Act (NHPA)

Monitoring Required: No

**Standard Conditions:**

Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.

This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.

If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.