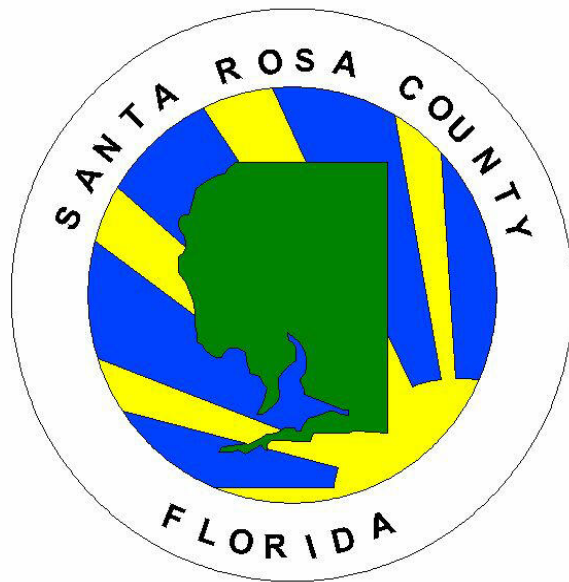


MITIGATION ELEMENT



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MITIGATION ELEMENT

INTRODUCTION

Disaster Mitigation is any action or measure that either prevents an occurrence of a disaster or reduces the severity of its effects. Through mitigation, Santa Rosa County strives to break the cycle of disaster-recovery-disaster by identifying hazard vulnerable areas and taking steps to minimize the damage prior to a disaster.

Many specific steps can be taken in Santa Rosa County to minimize vulnerability to hazards. Examples of mitigation infrastructure projects may include large-scale community actions such as storm water and floodplain management projects, building code enhancements, zoning, and local ordinances changes.

Possibilities also exist for structural mitigation as well. Measures, such as flood proofing, wind retrofitting, installation of back-up power generators and other infrastructure hardening projects help to reduce the vulnerability of individual locations to known hazards. Additionally, projects may be undertaken to elevate, relocate or acquire and demolish hazard-prone structures. Efforts such as these, attempt to reduce vulnerability in order to save lives, reduce property damage, and increase the quality of life in Santa Rosa County.

Mitigation activities within Santa Rosa County are conducted in accordance with the following statutory authorities: the Disaster Mitigation Act of 2000 (DMA2K), 44 Code of Federal Regulations Parts 201 and 206 (Interim Final Rule) and Florida Administrative Code Rule 9G-22.

MITIGATION GOALS AND OBJECTIVES

Local Hazard Mitigation Goals

The following goals are taken verbatim from the 2005 Local Mitigation Strategy for Santa Rosa County and provide the broad range vision of what is to be accomplished during the five-year planning period from 2005 through 2010 by the LMS Steering Committee:

Goal 1 – *Continually provide mechanisms for local government jurisdictions and the public to accomplish mitigation activities in Santa Rosa County*

Accomplish by:

- Maintain bylaws that define membership and public participation methods
- Holding regularly scheduled LMS Steering Committee and Working Committee Meetings; Steering Committee meetings will be held quarterly at a minimum
- Forming Working Groups for sub-regions, municipalities, or for specific hazards named in the plan to reduce or eliminate vulnerability
- Maintaining a staffing presence to the LMS Steering Committee through contract or through staff hire or appointment
- Providing communications to county and municipal contacts and through media outlets to advertise opportunities to attend and participate in mitigation functions consistent with the Florida Sunshine Law
- Holding meetings throughout the County and in various municipalities to encourage local participation

Goal 2 – *Maintain communication between the LMS Steering Committee and key county and municipal departments to coordinate intra- and inter-departmental mitigation activities among various jurisdictions, and with the public*

Accomplish by:

- Ensuring all interests of various departments are represented by the appointed staff to the Steering Committee
- Ensuring all interests are aware of the LMS Working Group and a need to represent their own interests concerning various geographical areas or to address various hazards
- Maintaining up-to-date e-mail and postal addresses and phone numbers to ensure communication
- Establishing a website on the County's web server that discusses the LMS program

MITIGATION ELEMENT

Goal 3 – Update the LMS plan, as necessary, to identify changes to hazards, vulnerabilities, goals, initiatives, priorities, accomplishments, withdrawals, additions, pending projects, funding sources, current disaster declarations, and adoption of revisions

Accomplish by:

- Having the Steering Committee direct staff to update plan sections, tables, maps, etc., based upon current activities, trends, or issues
- Providing LMS staff feedback that provides localized information that is current
- Continually reviewing the plan and comparing it to other planning requirements (emergency management plans, comprehensive land use plans, community rating system plans) that contain mitigation provisions or may otherwise help to assert or hinder mitigation initiatives
- Notifying staff to the committee regarding issues that arise that may need their consideration or to solicit opinion
- Identifying and documenting potentially new hazards, including technological and homeland security issues not otherwise analyzed as a result of DMA2K

Goal 4 – Assist property owners, residents, businesses, non-profits, and others in understanding and knowing of their eligibility for grants, loans and services that may help to mitigate hazards that directly affect their interests

Accomplish by:

- Working with existing programs within the County and Municipalities (Building Inspections, local Community Rating System/National Flood Insurance Program, Emergency Management, Chambers of Commerce, etc.) to connect mitigation to these efforts
- Being perceptive of and proactively engage new opportunities to promote mitigation interests
- Developing a website that conveys updated information about mitigation activities on a continual basis
- Staying abreast of available funding and service opportunities through participation in meetings, conferences, seminars, and research
- Maintaining initiatives/priorities
- Maintaining point of contact lists to facilitate rapid notification of available assistance

Goal 5 – Reduce or eliminate hazards identified to ‘at risk’ locations in the County and its municipalities

Accomplish by:

- Targeting mitigation efforts and activities toward areas where hazards exist
- Working with agencies, professionals, and the public to develop the best solutions for identified hazards
- Examining and implementing appropriate technologies to identify, model, or otherwise simulate risks and zones of risk and incorporating these into the LMS plan

MITIGATION ELEMENT

GENERAL

Several activities and programs emphasize mitigation activities to help reduce risk and lessen vulnerability within Santa Rosa County. They consist of the ongoing activities that emphasize mitigation prior to a disaster and those that are available to mitigate once a disaster has occurred.

The following section covers those items that are consistently applicable regardless of whether the mitigation is being conducted pre- or post-disaster. In addition, this section describes the coordination and management within Santa Rosa County for mitigation actions.

LEAD AGENCY

Santa Rosa Local Mitigation Strategy (LMS) Task Force:

The LMS Task Force was established in Santa Rosa County in accordance with Florida Administrative Code (FAC) Rule 9G-22. The Santa Rosa County Local Mitigation Strategy (LMS) Task Force is the community group responsible for overseeing all mitigation activities within the Town of Jay, the City of Gulf Breeze, the City of Milton, and unincorporated Santa Rosa County. It is a multi-jurisdictional effort with participation open to all interested individuals of Santa Rosa County. LMS is the forum through which mitigation activities are coordinated with stakeholders including citizens, local governments, non-profit, academia, and businesses.

The LMS Task Force is responsible for developing a plan called the Local Mitigation Strategy (LMS) that represents the entire jurisdictions' commitment to reducing risks from natural hazards. The plan must be compliant with criteria as stated in the Disaster Mitigation Act of 2000 (DMA2K).

The LMS Task Force determines the overall strategy to be followed for mitigating hazards, conducts educational outreach, and reviews and prioritizes mitigation projects brought forward from each jurisdiction. The LMS Task Force evaluates mitigation projects from a multi-jurisdictional perspective and helps ensure that projects proposed within the jurisdiction are consistent with the strategy and address the community's highest priorities.

Although it is not a direct funding source, support from this body is necessary for seeking funding from many state and federal mitigation-funding programs. Specifically, an entity must request inclusion of any proposed mitigation project into the LMS' "Project Priorities" list. The authority to coordinate all mitigation activities (pre-disaster and post-disaster) is granted to the LMS Task Force in Florida Administrative Code Rule 9G-22.

Participation on the Local Mitigation Strategy

Santa Rosa County participates as a key stakeholder and maintains representation on the Local Mitigation Strategy (LMS) Task Force. The City of Milton, the Town of Jay, the City of Gulf Breeze, businesses, non-profit agencies, citizens and other interested entities also participate on the LMS Task Force.

In conjunction with the other members, Santa Rosa County representatives help develop the local mitigation strategy, determine community priorities, and review and prioritize proposed mitigation projects.

As part of the Task Force, Santa Rosa County LMS Task Force representatives are tasked with:

1. Identifying opportunities for hazard mitigation
2. Sharing information on the natural hazards within the community with those on the LMS Task Force for updating of the LMS Strategy
3. Collecting and analyzing information related to the vulnerabilities of Santa Rosa County
4. Collecting damage information to document the locations and causes of damage from such sources as E-911 CAD records, professional reports, investigations, and engineering and zoning reviews as appropriate to support the LMS planning effort
5. Providing information on local ordinances, codes and other mitigation policies to the Task Force
6. Proposing mitigation strategies, measures, and projects designed to reduce or avoid vulnerability to hazards
7. Assisting the LMS Task Force in implementing and evaluating mitigation strategies
8. Obtaining funding and administering projects for Santa Rosa County
9. Incorporating mitigation, where applicable, into other county plans or ordinances

SUPPORT AGENCIES

FEDERAL

The Federal Government encourages mitigation by providing mitigation grant funds to state and local governments for efforts leading to a reduction in risk and vulnerability. The Federal Emergency Management Agency (FEMA) administers the mitigation grant programs that include such programs as the Flood Mitigation Assistance (FMA) Program, the Hazard Mitigation Grant Program (HMGP), and the Pre-Disaster Mitigation Program (PDM).

For each presidentially declared disaster, a Deputy Federal Coordinating Officer (DFCO) for mitigation is appointed to the state. The DFCO supports disaster mitigation efforts by bringing technical specialists in hazard mitigation and floodplain management. The DFCO assures that mitigation disaster operations are integrated and unified with the state and local recovery efforts.

STATE OF FLORIDA

The Federal government has executed a Memorandum of Understanding (MOU) designating the State of Florida as a managing state. Therefore, the State of Florida, through the Department of Community Affairs, Bureau of Recovery and Mitigation manages many of the mitigation grant programs at the state level and coordinates with Santa Rosa County on grant administration, technical assistance and implementation. In addition, the state reviews project applications for eligibility, cost-benefit, and environmental impact.

In order to qualify for mitigation programs offered by FEMA as required by federal law, the State of Florida maintains a State Hazard Mitigation Plan. The State of Florida also develops and maintains a State Comprehensive Emergency Management Plan (State CEMP), which includes a mitigation annex and requires Santa Rosa County to do the same.

SANTA ROSA COUNTY

Santa Rosa County strives to minimize risk and reduce vulnerability. As the local government entity, Santa Rosa County plays an important role in hazard mitigation by leveraging county funds and applying for federal dollars to implement projects to minimize risk and reduce vulnerability. Santa Rosa County helps identify opportunities for mitigation and implement hazard mitigation projects where feasible. Such mitigation projects are the result of a multitude of factors including community priorities, benefit versus cost, available funding, political will, and available resources. Project development, support, and implementation are conducted through the various county departments.

In addition, the State encourages Santa Rosa County to participate in the Local Mitigation Strategy Task Force and the development of the Local Mitigation Strategy (LMS) in order to pre-identify vulnerabilities, make the best use of public funds, and continue to qualify for federal funds tied to the development of such strategies. Santa Rosa County is also required to include a mitigation element in its Comprehensive Emergency Management Plan (SRC CEMP).

1. **Santa Rosa County Board of County Commissioners (SR BOCC):**

The Commissioners establish policies and procedures and approve any expenditure of public county funds, including those for mitigation projects. In addition, the Commissioners may direct county staff's attention toward issues brought forward by constituents for potential mitigation action. Once the LMS Task Force approves mitigation proposals for inclusion as a community priority, projects are brought before the Santa Rosa Board of County Commissioners in order to formally approve and release public funds.

SANTA ROSA COUNTY (Cont)

2. Santa Rosa County Administration:

The County Administrator implements the policies set by the Board of County Commissioners and for the day-to-day operations of the County Government. The Administrator of Santa Rosa County is responsible for directing staff efforts to propose, develop, and implement mitigation activities within the structures and resources under his control. The Administrator directs county participation on the Santa Rosa County LMS Task Force and provides oversight for development of mitigation proposals by county staff. In Santa Rosa County, the Administrator is actively involved in mitigation and serves as the Chair of the LMS Task Force.

3. Santa Rosa County Grants/Special Projects Coordination Division:

The Santa Rosa County Grants/Special Projects Coordinator is actively involved in the development of mitigation proposals in conjunction with the relevant county departments. This individual serves as the citizen liaison for those requesting personal mitigation projects and coordinates with all appropriate departments necessary for project development and proposal to the LMS Task Force.

Following a disaster, this individual serves on the county team that analyzes the data provided by the mitigation assessment team to determine which mitigation actions should be developed into project proposals. The Santa Rosa County Grants/Special Projects Coordinator maintains primary responsibility for completion, submission, and administration of grant applications for all state and federal mitigation grants.

4. Santa Rosa County Planning and Zoning Department:

The Director of the Santa Rosa County Planning and Zoning Department works in consultation with county departments and the LMS Task Force to incorporate information about hazard-prone areas into the plans and zoning of Santa Rosa County. The department provides information on applicable codes and ordinances and makes recommendations for enhancing existing codes and ordinances in order to incorporate mitigation elements.

The Planning Director participates in the analysis of post-disaster information (Mitigation Analysis Team) and supports mitigation initiatives with knowledge and expertise necessary to support project development.

5. Santa Rosa County Building Inspections Department

The Santa Rosa County Building Department encompassing building inspections, compliance, code enforcement, and floodplain management strives to reduce loss of life and property by inspecting structures for hazardous conditions, ensuring compliance with and enforcement of State and local codes. In addition, the Building Department through the Santa Rosa County Floodplain Manager maintains primary responsibility for administering ongoing mitigation efforts associated with the National Flood Insurance Program and the Community Rating System (CRS) program of NFIP.

Post-disaster, members of the Building Inspections Department also participate as members of the Mitigation Assessment Team. In this capacity, they collect information on damages, which are analyzed for potential mitigation projects by the Mitigation Analysis Team.

6. Santa Rosa County Emergency Management:

The Director provides input to the LMS Task Force and coordinates with other department heads on mitigation projects and proposals. In addition, Emergency Management supports mitigation outreach and provides brochures or other educational materials, as requested.

The Director maintains a working knowledge of the hazards, mitigation projects, and priorities of Santa Rosa County and helps facilitate the training of mitigation assessment teams. Post-disaster, the Director receives the information collected by the Mitigation Assessment Teams and calls (within 45 days of the disaster) for a meeting with the Mitigation Analysis Team.

7. Santa Rosa County Public Works (Road and Bridges):

On a daily basis, public works crews throughout the county assess and repair, or mitigate hazardous situations on the county's roads and bridges. This department is involved with the Mitigation Assessment Team and relays key issues to supervisory staff for possible mitigation action. Post-disaster, these workers are involved in clearing county roads and drainage ditches.

8. Santa Rosa County Engineering:

Engineering controls are often used to mitigate the effects of various hazards. The Santa Rosa County Engineer participates in the development of such controls and consults with various departments during the development of mitigation project proposals within the county. Post-disaster, the engineers provide technical assistance for mitigation project proposals, as requested.

9. Santa Rosa County Procurement:

The Santa Rosa County Procurement Officer participates in the bid process for mitigation projects and purchases the equipment necessary for mitigation assessment activities. Tracking of purchases both pre- and post-disaster is conducted through this department.

10. Santa Rosa County GIS:

Mapping is a key component to organizing and visualizing hazard-prone areas. The GIS Technicians support mitigation by making data layers and maps available to planners and project developers. Information on locations of bodies of water, roads, bridges, evacuation zones, fire departments, fire hydrants, zoning and future land use maps provide essential information for consideration.

11. Santa Rosa Public Information Office:

The Santa Rosa County Public Information Officer (PIO) maintains primary responsibility for communicating information from Santa Rosa County to the public. This individual works in conjunction with Santa Rosa County Departments to relay mitigation information from the LMS Task Force to the public, as requested by county departments.

12. Santa Rosa County Property Appraiser's Office:

The Santa Rosa County Property Appraiser is primarily responsible for identifying, locating, and valuing all property within the county for ad valorem tax purposes. Understanding the extent of potential or actual damage is important to the LMS Task Force as well as to those proposing or developing mitigation project proposals. Information from the Property Appraiser's office is used to estimate potential dollar losses to structures within hazard areas. This department also participates in the collection of damage assessment information during disasters that is useful in ongoing mitigation planning.

13. Life Safety/Fire Prevention Department:

The Life Safety Inspectors strive to reduce loss of life and property through public education, investigation, consultation, and training. Additionally, they enforce state laws and local codes while performing plan reviews and inspections. This function is an essential component of mitigation in Santa Rosa County.

CONCEPT OF OPERATIONS

Santa Rosa County currently uses the Incident Command System (ICS) for direction and control for fire service response. In accordance with the National Incident Management System (NIMS), the county is in the process of converting to managing all field operations under ICS, including mitigation. This system will be effective for managing county personnel engaged in operations that involve multiple agencies working on interrelated tasks.

The reader must keep in mind that there is no dividing line amongst the five phases of emergency management. For example, there are sustained mitigation activities. There are also specific mitigation activities that arise as a result of the disaster at hand that can be undertaken while response and recovery activities are underway. Lessons learned in the conduct of such activities will likely provide information for the enhancement or initiation in several domains.

COORDINATION OF MITIGATION ACTIVITIES

The authority to coordinate all mitigation activities (pre-disaster and post-disaster) is granted to the LMS Task Force in Florida Administrative Rule 9G-22.

Coordination with Municipalities

Santa Rosa County coordinates mitigation efforts with the City of Gulf Breeze, the Town of Jay, and the City of Milton, both pre- and post-disaster, through the Local Mitigation Strategy (LMS) Task Force. Recognizing the fact that hazards do not adhere to jurisdictional boundaries, this multi-jurisdictional approach provides for consensus of key stakeholders in the mitigation goals, objectives, and priorities within all of Santa Rosa County.

Through participation and input from each jurisdiction, a local mitigation strategy is developed. This strategy represents the entire jurisdictions' commitment to reducing risks from natural hazards and serves as a guide for decision makers as they commit resources to reducing the effects of natural hazards. The strategy also serves as the basis for the prioritization of mitigation projects when seeking state and federal funding.

Once Santa Rosa County identifies mitigation actions or projects to be conducted in the unincorporated areas, those projects are brought before the LMS Task Force for the project review and prioritization process. In this manner, the incorporated municipalities have the opportunity to review and provide input on any mitigation projects proposed within Santa Rosa County. Likewise, Santa Rosa

County representatives perform the same function for the municipalities represented on the LMS Task Force.

Following a disaster, new information or challenges may substantially affect the priorities or underscore a need to change the overall mitigation strategy. Again, this is conducted in conjunction with the stakeholders and municipalities through the LMS Task Force.

Coordination with the State

Pre-disaster coordination with the State for mitigation activities is conducted in several ways, including planning activities that support state mitigation efforts, such as the Local Mitigation Strategy and the CEMP Mitigation Annex. Another method is by enacting local codes and ordinances pertaining to mitigation, based on state codes and ordinances, such as the 2001 Florida Building Code.

In addition, Santa Rosa County may seek guidance and technical assistance from the State when seeking funding for mitigation projects through FEMA programs such as the Pre-Disaster Mitigation (PDM) grant program, the Hazard Mitigation Grant Program (HMGP), the Flood Mitigation Assistance Program (FMAP) and others. The Bureau of Recovery and Mitigation reviews and administers the grant at the state level for such projects as proposed by the Santa Rosa County Grants Coordinator.

Post-disaster mitigation activities generally center on seeking funding for projects through the HMGP Program. The State provides technical assistance, as previously stated, but also reviews project applications for eligibility, benefit and cost, and environmental impact. In addition, they monitor project implementation by receiving quarterly reports and managing the contracts. Coordination of these projects may be in conjunction with state mitigation staff as well as FEMA.

MUTUAL AID COMPACTS FOR POST-DISASTER MITIGATION

Santa Rosa County is a signatory on the Statewide Mutual Aid Compact, through which outside assistance is both given and received. In addition, Santa Rosa County has a Memorandum of Agreement with the Building Officials Association of Florida (BOAF) to assist in making substantial damage and/or substantial improvement determinations under the National Flood Insurance Program after a disaster. A local mutual aid agreement also exists between Santa Rosa County and the Fire Chief's Association to provide fire service in the County. There are no other local agreements that exist specifically to assist in post-disaster mitigation activities.

PRE-DISASTER MITIGATION ACTIVITIES

Much of the planning and hazards analysis is conducted during the preparedness stage under non-emergency conditions. During this time, county departments gather data, develop appropriate mitigation projects, locate funding sources, and request the Local Mitigation Strategy Task Force consider their projects as a priority. If a funding source is located for priority projects, implementation begins to reduce future loss.

ASSESSING MITIGATION OPPORTUNITIES (PRE-DISASTER)

Santa Rosa County uses its available resources, such as personnel, equipment, and expertise from Administration, Public Works, Building Inspection, Planning, Emergency Management, Engineering, Fire, and other county departments to acquire information about areas with possible mitigation needs.

During the course of normal duties, such personnel are in a position to observe and identify areas for potential mitigation action. The individual departments submit their mitigation proposals to the Santa Rosa County Grants Coordinator who involves additional county departments as necessary for further project development.

Citizens or other non-county employees can also propose mitigation projects; such requests are forwarded to the Santa Rosa County Grants Coordinator, who works with the individuals to advise them of the process and to involve appropriate departments in the project development.

ASSESSING MITIGATION OPPORTUNITIES (PRE-DISASTER)

Once developed the Santa Rosa County Grants Coordinator brings all project proposals to the LMS Task Force, who will determine whether each project is added to the project priorities list and what priority ranking they should receive. For priority projects, the Santa Rosa County Grants Coordinator searches for a potential funding source, then completes, and submits the pertinent grant applications. Once awarded, project implementation continues through the relevant departments.

AVAILABLE FEDERAL MITIGATION GRANT PROGRAMS (PRE-DISASTER)

Below are the main federal pre-disaster mitigation grant programs that are available to Santa Rosa County. Technical Assistance is available from the State of Florida Bureau of Recovery and Mitigation, as well as from FEMA at the request of the State. There are other grant programs that can also be used as a project-funding source; they are included at the end of the mitigation section.

Flood Mitigation Assistance Program (Pre-Disaster)

The Flood Mitigation Assistance Program (FMAP) was created to assist communities pre-disaster in reducing or eliminating flood damage to structures insurable under the National Flood Insurance Program (NFIP). Planning, technical assistance and project grants are offered through FMAP.

Communities must be participants in good standing in NFIP to be eligible. Planning funds can be used by the county to develop or update Flood Mitigation Plans.

Project funds can be used for elevating, acquiring, or relocating NFIP-insured structures, with priority given to repetitive loss structures. It is particularly focused on those structures with four or more losses within a ten-year period, and structures with two or more losses where cumulative payments have exceeded the property value.

Pre-Disaster Mitigation (PDM)

Authorized by §203 of the Robert T. Stafford Disaster Assistance and Emergency Relief Act (Stafford Act), 42 USC. This funding program assists local governments in implementing cost-effective hazard mitigation activities, including planning and projects that complement a comprehensive mitigation program prior to a disaster. These are national competitive grants and serve to decrease the reliance on mitigation funding that follows after a disaster declaration.

SANTA ROSA COUNTY EXISTING MITIGATION PROGRAMS

LMS Task Force

This is the multi-jurisdictional community group that oversees mitigation activities. The LMS Task Force's main mission is to identify hazards and vulnerabilities, determine the community strategy to address those risks, and prioritize projects according to community priorities. It is limited however, in that it has no regulatory or funding ability and that participation is voluntary.

The public is encouraged to participate in mitigation planning and to provide input on the strategies and projects undertaken in Santa Rosa County. The LMS Task Force meetings are held open to the public and are publicized via media outlets, e-mail, and postal mail. In addition, the LMS Initiatives Lists are open to public nomination. As stated previously, the LMS Task Force is also the vehicle for sharing information and trends among governmental jurisdictions and private entities about mitigation.

Floodplain Management

Santa Rosa County has two certified floodplain managers on staff that is engaged in flood mitigation through permitting, plan review, and elevation determinations. They are primarily involved in administering the NFIP and Community Rating System (CRS) program, which are flood mitigation programs.

National Flood Insurance Program (NFIP)

The National Flood Insurance Program (NFIP) is a pre-disaster flood mitigation and insurance protection program designed to reduce the cost of disasters. The National Flood Insurance Program, which is a voluntary program, makes federally backed flood insurance available to residents and business owners in communities that agree to implement land use planning and construction requirements to reduce flood damage in their jurisdiction. These land use and construction requirements apply to all new construction and substantial improvements to existing structures in Santa Rosa's Special Flood Hazard Areas.

Santa Rosa County has participated in the National Flood Insurance Program since October 14, 1977. The most current effective Flood Insurance Rate Map was published on July 17, 2002. Additionally, all incorporated municipalities (the City of Gulf Breeze, the Town of Jay, and the City of Milton) also participate in the NFIP.

Note: Municipalities are responsible for NFIP and CRS renewal and upgrades, as applicable, and are actively involved in Hazard Mitigation.

Roles of County Departments in support of NFIP

The following are the roles of the various county departments with respect to supporting the federal mitigation efforts that are associated with the National Flood Insurance Program (NFIP):

Santa Rosa County Administration:

- Provides oversight of county departments in their efforts to support the NFIP
- Communicates with the Board of County Commissioners on NFIP issues

Santa Rosa County Planning and Zoning:

- Develops and administers the Comprehensive Growth Management Plan. This plan designates and regulates land use, densities, and access issues of interest to emergency management

MITIGATION ELEMENT

Santa Rosa County Building Inspections and Compliance

- Conducts inspections based on local codes and ordinances in accordance with maintaining the community's NFIP participation
- Has at least one certified floodplain manager on staff
- Administers and develops the Santa Rosa County Floodplain Management Plan, which identifies repetitive losses and methods to mitigate future losses
- Conducts flood zone determinations for building permits
- Reviews flood zone development applications to determine whether based on the plans, such development can proceed
- Assists with administration of Substantial Damage/Substantial Improvement determinations under the NFIP
- Manages the Community Rating System for Santa Rosa County
- Maintains elevation certificates for Santa Rosa County and municipalities
- Answer questions regarding flood insurance, NFIP regulations, floodplain mapping and revisions to such maps
- Conducts public outreach regarding the availability of elevation certificates and flood mitigation

Santa Rosa County Emergency Management:

- Participates in the pre-application process for development in the county; this process helps to raise emergency management concerns early in the community development process.

Below is a table of the National Flood Insurance Status of each local government in Santa Rosa County.

Community Id #	Community	Date of Entry	Current Effective Map	CRS Participant
120275#	City of Gulf Breeze	09/01/77	01/19/00	Yes/Class 9
120339A	Town of Jay	05/15/86	05/15/86 (M)	No
120276#	City of Milton	06/01/77	07/18/85	No/Applied
120274#	Santa Rosa County	10/14/77	07/17/02	Yes/ Class 7*

**Premium discounts are given to communities participating in the CRS program. Attainment of 1500-1999 points in the NFIP is required for Class 7 status. Those communities with a Class 7 CRS rating typically receive a 15% reduction in flood insurance premiums in Special Flood Hazard Areas (SFHA's) and a 5% reduction in non-special flood hazards areas, subject to certain exclusions and requirements.*

There are several limitations regarding the NFIP that have been noted by county staff. First, this program relies on FEMA flood zone maps for Santa Rosa County from 1977, which are outdated. A flood-mapping project was begun by FEMA to update the maps, however the new maps to be released in 2005 do not include the latest information gathered as a result of Hurricane Ivan (2004). Additional limitations were maps of the south end of the county that were not to scale and annexations by the City of Milton resulting in unincorporated areas not properly depicted on the maps.

Community Rating System (CRS)

Santa Rosa County and the City of Gulf Breeze participate in the National Flood Insurance Program's (NFIP) Community Rating System (CRS), which is a voluntary incentive program that recognizes and encourages through flood insurance discounts, floodplain management activities that exceed the minimum NFIP requirements. The City of Milton is actively pursuing such designation and expects to be a CRS participating jurisdiction by the end of 2006.

SANTA ROSA COUNTY CURRENT MITIGATION ACTIVITIES

Current Mitigation Projects

At any particular time, Santa Rosa County has one or more projects on the LMS project priorities list. For a current list of structural mitigation initiatives, please refer to the most current LMS Project Priorities list kept on file at the Santa Rosa County Grants/Special Projects Coordination Division or online at <http://www.santarosa.fl.gov/lmsc/lists.html>

Fire Department Outreach

Some Santa Rosa County Fire Departments conduct inspections of commercial buildings, as well as participate in public outreach events, aimed at reducing the threat of fires in commercial and residential structures.

Disaster Outreach

Many groups, such as Santa Rosa County Emergency Management, the Local Emergency Planning Committee, the American Red Cross, local media and others conduct public outreach to promote mitigation and preparedness for community hazards, such as hurricanes, hazardous materials spills, fires, etc. This outreach is conducted via press releases, news articles, public announcements, group presentations, community events, or other methods.

Building Inspections and Compliance Outreach

Building Inspectors and Code Enforcement officers check structures for compliance with local codes and ordinances. Such code and ordinances are, in themselves, mitigation techniques and require certain construction techniques and processes to help reduce risk and vulnerability. In addition, mitigation outreach is conducted for area contractors and other interested individuals.

Public Information Outreach

Disaster mitigation information is disseminated through brochures available at public locations such as the Santa Rosa County Administrative Center, Santa Rosa South Service Center, public libraries, and participating businesses.

SANTA ROSA COUNTY EXISTING MITIGATION PLANS

Santa Rosa County Local Mitigation Strategy-2005

This LMS Plan, developed by the LMS Task Force, outlines the overall goals, objectives, and priorities for mitigation within Santa Rosa County, the City of Milton, the Town of Jay, and the City of Gulf Breeze. These goals and objectives are based upon hazards that may occur in the community and vulnerabilities to the hazard in each community.

In addition, this strategy provides a detailed narrative on the hazards and the estimated frequency of encountering each hazard in Santa Rosa County (LMS Plan - Section 4 "Hazards Assessment" pgs 1-27). It also identifies the structures, critical facilities, and infrastructure that are vulnerable to each hazard and determines the costs of damages associated with each hazard. (LMS Plan - Section 5 "Vulnerability Assessment" pgs 31-58)

In the strategy, the LMS Task Force also identifies the types of mitigation initiatives, both structural and non-structural, which are supported for reducing risk and vulnerability. (LMS Plan - Section 6 "Goals Mitigations, Actions, Initiatives, and Update Procedures" pgs 3-13) It also describes the prioritization process used to rank projects. (LMS Plan Section 6 pg 13)

Santa Rosa County Comprehensive Emergency Management Plan-Mitigation Annex

The CEMP outlines the county's plan for all phases of emergency management. The Mitigation Annex outlines the county's plan for the mitigation program pre- and post-disaster, including responsibilities, authorities, existing policies and programs, and activities related to the pre- and post-disaster mitigation phases.

Floodplain Management Plan

Santa Rosa County has developed a Floodplain Management Plan. This plan identifies repetitive loss properties due to flooding and methods to mitigate future losses.

Comprehensive Growth Management Plan:

The Planning and Zoning Department develops and administers the Comprehensive Management Plan. This plan designates and regulates land use, densities, and access issues of interest to emergency management.

Post Disaster Redevelopment Plan:

Pursuant to the State of Florida Growth Management Law (Chapter 163, Florida Statutes), Santa Rosa County is required to develop a post-disaster re-development plan, which identifies:

- Existing and proposed land use in the Coastal High Hazard Areas (CHHA)
- Structures with a history of repeated damage in coastal storms
- Coastal and shore protection structures
- Infrastructure in the CHHA
- Beach and dune conditions

EXISTING MITIGATION POLICIES

Codes and ordinances are the regulatory means of conducting mitigation within the community. The following codes and ordinances deal with mitigation for various hazards and were evaluated during the development of the Santa Rosa County Local Mitigation Strategy update for 2005. County staff noted no conflicts among the codes and ordinances or limitations associated with them. Any determinations of possible improvements to be made to the codes and ordinances will be addressed as needed.

Building Code

The Santa Rosa County Building code and ordinances adopt the use of the Florida Building Code pursuant to F.S. 553. This Building Code is enforced by the Santa Rosa County Building Inspections Department.

Land Development Code

The Santa Rosa County Land Development Code (Original Ordinance # 91-24 with amendments) deals with reducing the potential for disasters or hazards in new construction or reconstruction of damaged properties.

In addition, Article 10 of the Santa Rosa County Land Development Code with amendments constitutes the National Flood Insurance Program implementing documents.

Growth Management Plan and Mitigation

Policy 3.1.A.8

Provides for future land use categories that limit density and intensity of uses in areas subject to flooding and other disasters

Policy 3.1.E.6

Requires that development be limited in flood prone areas

Policy 3.1.F.3

Requires that densities and intensities of land use maintain roadway clearance times

Policy 6.3.B.3.

Establishes stormwater management standards that are among the most stringent in the state

Policy 6.3.B.4.

Prohibits the reduction of flood storage capacity of floodplains

Policy 6.4.E.3.

Establishes wellhead protection areas and limits development within those areas

Policy 7.1.A.4

Limits development and redevelopment in the CHHA

Policy 71.A.6

Requires the County to consider the relocation, mitigation, or replacement of infrastructure currently present within the CHHA where state funding is anticipated to be needed.

Policy 7.1.A.7

Requires implementation of the Local Hazard Mitigation Strategy and update of that strategy to meet Disaster Mitigation Act of 2000 (DMA2K) requirements

Policy 7.1.C.6

Provides for the purchase of property and development rights when feasible to limit development in sensitive coastal areas

Policy 7.1.D.2

Requires that at least 34% of land on Navarre Beach will remain as Conservation/Recreation land use

Policy 7.1.D.4

Encourages the protection and restoration of coastal dunes

**Growth Management Plan and Mitigation
(Cont)**

Policy 7.1.D.6

Requires that any time development would alter coastal dunes, that a restoration plan be required

Policies 7.1.E. – 7.1.E.3

Limits land use designation along shorelines

Policies 7.1.F.2, 7.1.F.3 and others

Relates to the maintenance of hurricane evacuation times

Policy 7.1.F.7

Requires the county to coordinate with the school board to ensure that new schools are located in areas not vulnerable to natural hazards

Policy 7.1.G.5

Requires the county to maintain and inventory of areas that experience repeat damage from coastal storms and to seek grant funding to limit redevelopment in those areas

Policy 7.1.G.7

Requires that structures in the CHHA damaged more than 50% must be rebuilt to current standards

Objective 10.1.B.

Requires the limitation of public expenditures that subsidize development in the CHHA

POST-DISASTER MITIGATION ACTIVITIES

Following a major disaster, Santa Rosa County workers responsible for assessing damage look at the resulting damage with an intent towards identifying mitigation projects. This is especially essential as additional mitigation opportunities may become apparent and grant monies for funding such projects will be available through federal funding sources, such as the Hazard Mitigation Grant Program. Information obtained post-disaster may serve to validate or revise the community’s mitigation priorities as stated in the Local Mitigation Strategy (LMS) and will likely result in additional projects being added to the LMS Task Force’s Project Priorities list.

Assessing Mitigation Opportunities (Post-Disaster)

Santa Rosa County uses two teams for uncovering mitigation opportunities after a disaster. The first is the Mitigation Assessment Team, which collects information about resulting damage. The second is the Mitigation Analysis Team, which analyzes the information collected and determines possible mitigation actions that could be explored for further development and proposal to the LMS Task Force.

The goal is to assess damage, determine the root causes of damage where possible, and to identify potential mitigation projects that could reduce or eliminate similar damage from a subsequent event.

MITIGATION ASSESSMENT TEAM

The Mitigation Assessment Team provides the local capability to identify mitigation opportunities post-disaster based on damages observed. The Mitigation Assessment Team is composed primarily of Santa Rosa County Building Inspectors, but additional participation is dependent on the particular damages that have resulted. For instance, if damages were primarily associated with residential or commercial buildings, the Santa Rosa County Building Inspectors would be primarily involved. If damages were observed to the county infrastructure, Santa Rosa County Roads and Bridges Department would become involved.

<i>Mitigation Assessment Team</i>
SRC Building Inspection and Compliance- Lead
SRC Public Works (Roads and Bridges)
SRC Search and Rescue

Lead Agency:

Santa Rosa County Building Inspection is the lead county department responsible for post-disaster mitigation assessment. The Santa Rosa County Building Inspection and Compliance Department is the local agency that makes emergency mitigation assessments regarding structures. Since the Building Inspectors gather data about damaged structures and inspect damaged properties, this assignment allows for conclusions to be drawn based on damages observed in the field.

The Building Inspectors assess damaged properties and document the information on the “Mitigation Assessment Form”. The Building Inspectors then turn this form into the Santa Rosa County Emergency Management Director for further analysis by the Mitigation Analysis Team

Support Agencies:

Santa Rosa County Public Works

The Santa Rosa County Public Works (Roads and Bridges) Department also participates in emergency mitigation assessment for the county’s infrastructure. Santa Rosa County Public Works supports mitigation assessment by noting opportunities for mitigation in the normal course of response operations.

MITIGATION ASSESSMENT TEAM (CONT)

Santa Rosa County Search and Rescue

Certain teams from the Santa Rosa County Search and Rescue, which are not currently engaged in the life safety mission, may be assigned to mitigation assessment. Since they are initially one of the first teams into damaged areas they are able to provide an initial rough assessment of damage incurred. Their initial entry into the damaged locations provides first hand knowledge of the damage from which mitigation efforts can be drawn. Each team completes the Mitigation Assessment Forms, which are then turned into the Emergency Management Director.

Dispatch Procedures

The lead and support agencies are dispatched under their normal Standard Operating Guidelines (SOG's) or Emergency Support Function (ESF) plans via radio, cell phone, pager, etc:

The Santa Rosa County Building Inspections Department and the Public Works Department is notified by the Santa Rosa County Emergency Operations Center (EOC), when an area of Santa Rosa County is threatened or has been impacted by a disaster event. Designated personnel from the Santa Rosa County Building Inspections Department and Santa Rosa County Public Works Department will report to the EOC upon request. The Public Works and Engineering Emergency Support Function (ESF 3) at the EOC coordinate them both.

The Santa Rosa County Search and Rescue is dispatched by Emergency Management Communications (EMC) using the county paging system and is coordinated by the Search and Rescue (ESF 9) representative at the EOC.

Vehicles, Equipment and Personnel

Santa Rosa County provides equipment, county vehicles, and personnel for mitigation activities, but makes no distinction between those available for mitigation and the regular fleet. The same can be said for personnel and equipment.

Each department is responsible for maintaining a current listing of their own personnel as well as resources, such as types of equipment and equipment operators. In addition, each department or its Emergency Support Function

(ESF) representative tracks the locations and missions of their personnel, equipment, and vehicles.

Both the Finance Department and the Procurement Department have access to all county inventory lists, including those for equipment, vehicles, and supplies. In addition, the Human Resources Department maintains the list of personnel assigned to each county department. These departments maintain a presence at the EOC during times of disaster.

Data Collection

The Mitigation Assessment Team collects information about damages within their normal scope of duties and shares that information amongst each other.

The Santa Rosa County Building Inspectors assess damaged properties and document the information on the Mitigation Assessment form. The members document on this form the damage as well as any opinions or conclusions drawn from the observation. The building inspectors then turn this form into the Santa Rosa County Emergency Management Director for further analysis by the Mitigation Analysis Team.

The Public Works crews are considered members of the Mitigation Assessment Team, however they do not complete the mitigation assessment forms. Their damage reports are provided directly to the EOC through the Public Works and Engineering Emergency Support Function (ESF 3) representative and are documented by the Information and Planning Emergency Support Function (ESF 5) in the situation report (SITREP). Mitigation input is provided verbally or by email to the Emergency Management Director or to the Santa Rosa County Grants Coordinator.

MITIGATION ELEMENT

Data Collection (Cont)

Santa Rosa County Search and Rescue will document potential mitigation actions found in the course of their mitigation assessment on the Mitigation Assessment Forms, which are then turned into the Emergency Management Director.

The Emergency Management Director receives the Mitigation Assessment Forms and gives them to the Santa Rosa County Grants Coordinator.

The Santa Rosa County Grants Coordinator copies and distributes the forms to all Mitigation Analysis Team members.

MITIGATION ANALYSIS TEAM (Post-Disaster)

Within 45 days of the disaster, the Santa Rosa County Grants Coordinator will call a meeting of the Santa Rosa County Post-Disaster Mitigation Analysis Team.

This analysis team is composed of the Emergency Management Director, the Planning Director, the Assistant Public Works Director, Engineering Director (or designee), Assistant Building Officer, and the Santa Rosa County Grants Coordinator. These individuals will meet to discuss observations, root causes of damage noticed, and potential mitigation projects.

<i>Mitigation Analysis Team</i>
Santa Rosa County Grants Coordinator- Lead
Assistant Public Works Director
Planning Director
Engineering Director, or designee
Emergency Management Director
Assistant Building Officer

Development of Mitigation Project Proposals

Those potential actions that may warrant further development will be sent back to the necessary county departments for further development. In conjunction with the Santa Rosa County Grants Coordinator, a project proposal will be drafted.

Once developed the County Grants Coordinator brings all project proposals to the LMS Task Force, who will determine whether each project is added to the Project Priorities list and what priority they should receive. For priority projects, the County Grants Coordinator searches for a potential funding source, completes, and submits the applications. Once awarded, project implementation continues through the relevant departments.

MITIGATION ELEMENT

TRAINING OF SANTA ROSA COUNTY MITIGATION PERSONNEL

Santa Rosa County is moving towards integration with the National Incident Management System (NIMS). Training of Mitigation Assessment Team and Mitigation Analysis Team members will be tracked and conducted by each county department engaged in mitigation activities for their personnel.

Proof of training, consisting of copies of training certificates, will be submitted for each individual's personnel file to the Human Resources Department. In addition, a list of personnel with mitigation functions and the respective training taken will be submitted by each appropriate department to the Emergency Management Director.

Sources of training include local seminars or workshops, state-offered training or through online sources such as the Emergency Management Institute. As per NIMS, the minimum requirements for mitigation personnel training should be completed for primary personnel by September 30, 2005. Support personnel have until the end of September 2006 to complete the minimum training requirements. Thereafter, initial required mitigation training will be accomplished for new hires with mitigation responsibilities or as needed for state or federal regulations.

Those involved in mitigation activities will be *required* to take at a minimum the following courses:

1. FEMA Independent Study Course: IS-100 Introduction to Incident Command System
(Or any variation of IS-100 that is occupation-specific, such as IS-100.PW for Public Works personnel)
2. FEMA Independent Study Course: IS-700 Introduction to the National Incident Management System (NIMS)
3. FEMA Independent Study Course: IS-393 Introduction to Mitigation

In addition, Mitigation Assessment Team members *are encouraged* to take the following and other mitigation courses available online, such as:

1. FEMA Independent Study Course: IS-279 Engineering Principles and Practices for retrofitting Flood-Prone Residential Structures
2. FEMA Independent Study Course: IS-386 Introduction to Residential Coastal Construction
3. FEMA Independent Study Course: IS-394 Mitigation for Homeowners
4. FEMA Independent Study Course: IS-600 Special Considerations for FEMA Public Assistance Projects
5. FEMA Independent Study Course: IS-631 Public Assistance Operations I
6. FEMA Independent Study Course: IS-632 Introduction to Debris Operations in FEMA's Public Assistance Program

POST-DISASTER MITIGATION GRANT PROGRAMS

Public Assistance Program (Mitigation)

Section 406 of the Stafford Act provides for direct federal assistance for repairs and improvements to eligible damaged public facilities. Mitigation measures (improvements) must be identified in the Damage Survey Reports. The award of Section 406 hazard mitigation projects is at the discretion of the FEMA Regional Director.

Inspector's Briefing - The State Mitigation Officer will conduct an inspectors briefing to ensure that joint State and Federal teams of Public Assistance Inspectors conducting damage assessments identify and include mitigation measures in Disaster Survey Reports wherever possible.

Applicant's Briefing - The State Mitigation Officer will attend the Public Assistance applicant briefings to inform eligible applicants of the mitigation opportunities available through the 406 Program.

Technical Assistance to Public Assistance Staff- The State Mitigation Officer will coordinate with the State Public Assistance Officer to provide technical assistance to Public Assistance engineers and review teams to help identify and maximize mitigation opportunities.

Hazard Mitigation Grant Program - The State Mitigation Officer will administer the Hazard Mitigation Grant Program according to the procedures outlined in the Hazard Mitigation Grant Program Administrative Plan.

Hazard Mitigation Grant Program (HMGP)

Authorized under Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, the HMGP administered by the Federal Emergency Management Agency (FEMA) provides grants to States and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the program is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a presidentially declared disaster.

Examples of projects include, but are not limited to acquisition, demolition, or relocation of buildings, retrofitting structures and facilities, elevation of flood prone structures, implementation of vegetative management programs, minor flood control projects to protect critical facilities, post-disaster building code related activities during the reconstruction process and others

The program may provide a state with up to 7.5 percent of the total disaster grants awarded by FEMA for that particular disaster. States that meet higher mitigation planning criteria may qualify for 20 percent under the Disaster Mitigation Act of 2000. FEMA can fund up to 75% of the eligible costs of each project. A 25% match is required.

Community Development Block Grant - Supplemental Disaster Relief Funds

Housing and Urban Development (HUD) Disaster Recovery Assistance provides Community Development Block Grant (CDBG) funds made available from supplemental appropriations to states and units of local government for recovery from major disasters declared by the President. Generally, at least 50 percent of the funds must be for activities that principally benefit persons of low and moderate income.

CDBG supplemental disaster appropriations are generally allocated based on unmet disaster recovery needs for activities not reimbursable by other federal programs. A 25% match is required.

The CDBG funds may be used for long-term recovery needs, such as:

- rehabilitating buildings
- homeownership assistance
- building replacement housing
- code enforcement
- acquiring, constructing or reconstructing public facilities (streets, neighborhood centers, and water/sewer facilities)
- assistance to disaster-affected businesses (economic development to retain jobs)
- buying flood prone properties
- making other mitigation efforts to reduce the cost of future disaster damage
- making relocation payments to displaced people and businesses

CDBG funds may also be used for emergency response activities, such as debris clearance, removal, and demolition not funded by other federal disaster assistance.

MITIGATION ELEMENT

Individual Assistance Hazard Minimization Program

The Individual Assistance Hazard Minimization Program is designed to fund low cost activities that can be used to reduce future disaster losses to a residential structure. The minimization program offers grants to eligible homeowners based on 25 percent of the total Individual and Family Grant award received by the homeowner, for a maximum award of \$5,000.

Letter of Request - The State Mitigation Officer in coordination with the Deputy State Coordinating Officer for Mitigation will prepare a letter of request to participate in the Individual Assistance Minimization Program and will update the list of items for approval (800 series items) and costs.

Contractor's Briefings - The State Mitigation Officer will conduct a contractors briefing to inform the Individual Assistance inspectors to include 800 series items in their assessments wherever possible.

Potential Sources of Match Money for Mitigation Grants

Match may be provided by from non-federal cash (e.g., general or dedicated revenues), real estate, or other similar assets owned or controlled by Santa Rosa County or the value of public improvements and public facilities activities.

In-kind matches consist of volunteer or donated services, equipment, or time not charged to the grant project.

LOCAL PROCESS TO MANAGE FEDERAL, STATE, REGIONAL, AND LOCAL MITIGATION DISASTER ASSISTANCE MONIES

Local Process (to manage Public Assistance (PA) Mitigation, the Hazard Mitigation Grant Program (HMGP) and any Emergency Supplemental Community Development Block Grant (CDBG) Disaster Recovery Initiatives):

Santa Rosa County uses accounting principles and reporting procedures as required by the State and Federal government for the management of disaster assistance monies, including mitigation monies and grants. Each grant process has certain requirements that must be met; however, all include tracking expenditures separately for disaster funds, complying with applicable federal and state laws, and providing periodic progress reports. Disaster grant funds are administered

either entirely in house, or contracted to outside administrative contractors through a Request for Proposal (RFP) process.

Hazard Mitigation Grant Program (HMGP) (Financial Management of):

Upon notification that due to a Presidential Disaster Declaration, HMGP funds will be available to Santa Rosa County, The Santa Rosa County Grants Coordinator brings proposals to the Board of County Commissioners (BOCC) requesting approval to submit the grant applications.

If approved, applications are completed and submitted by the SRC Grants/Special Projects Coordination Division to the Department of Community Affairs (DCA), Division of Emergency Management (DEM). The Division of Emergency Management, the Department of Homeland Security (DHS), and the FEMA conduct a joint review process of the grant applications.

If Santa Rosa County's project(s) is approved, an item is placed on the agenda of the BOCC to notify them that the grant was awarded. The BOCC advises staff how to proceed, whether to handle the construction process in-house, or to go out for a bid through the Request for Proposals Process or a combination of the two.

An external contractor may handle any or all of the construction, engineering, or project management for large-scale complex projects. For smaller projects, SRC Public Works handles the construction, engineering, and project oversight.

Professional services are secured in accordance with Common Rule; as adopted by DCA, governing procurement and services are performed in accordance with all applicable State and Federal regulations and procedures, including Section 287.055, Florida Statutes - "Consultants' Competitive Negotiations Act".

Santa Rosa County Grants/Special Projects Coordination Division monitors each project site and requires documentation on all expenditures. Administration of HMGP grants is conducted entirely by the SRC Grants/Special Projects Coordination Division. The SRC Grants/Special Projects Coordination Division receives all invoices, checks invoices, ensures that they are reasonable and within budget, pays vendors,

**Hazard Mitigation Grant Program (HMGP)
(Financial Management of): (Cont)**

and collects all documentation. The Department ensures that the project stays within budget, that work is complete and complies with the bid. The Grants/Special Projects Coordination Division is also responsible for completing all quarterly and final closeout reports, gaining proper signatures, and filing for reimbursement.

Financial management of the grant funds includes the use of a method of tracking expenditures, associating them with each project using line item accounting codes. In most cases, the projects are conducted on a reimbursement basis, with funds being expended from Santa Rosa County and reimbursement requests sent to DCA's Division of Emergency Management.

Emergency Supplemental Community Development Block Grant (CDBG) Disaster Recovery Initiatives (Financial Management of):

The Department of Housing and Urban Development determines the statewide appropriations for any Emergency Supplemental Community Development Block Grants; the State of Florida through the Department of Community Affairs (DCA) determines the allocation to individual affected counties.

The Special Projects Grants Coordinator for Santa Rosa County oversees the grant contract for the Emergency Supplemental CDBG Disaster Recovery Initiatives. In addition, the same position is responsible for getting signatures on contracts and authorizing reimbursement requests, etc and for ensuring that necessary items are placed on the Board of County Commissioners agenda.

Santa Rosa County's Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida 32570, through a Request for Proposal (RFP) process contracts with a qualified firm to write the grant proposal and then through separate administrative procurement process to determine who will conduct the administrative/management services for the county's Community Development Block Grant projects.

The selected contractor handles construction, engineering, and administration. Professional services are secured in accordance with Common Rule; as adopted by DCA, governing procurement and services are performed in accordance with all applicable State and Federal regulations and procedures, including Section 287.055, Florida Statutes - "Consultants' Competitive Negotiations Act".

Administration services performed by the contractor include complete management and reporting for the projects with separate tracking for each funding source. The CDBG administrative contractor verifies by checking subcontractor payrolls that each is in fact paying at least the Davis Bacon wage rate as required by law.

Once the grant proposal is written and the contractor is determined, an environmental assessment for the project is conducted. The contractor then procures professional engineering services for the design and permitting phase for the project. The engineering professionals oversee the work through the construction phase. Construction of the project is also determined by bid.

The CDBG contractor receives all invoices, checks invoices, ensures that they are reasonable and within budget, pays vendors, and collects all documentation to relate the project to the disaster that prompted the supplemental CDBG funds or to document its role in mitigating against future damage from similar incidents.

The CDBG Contractor uses declining balance spreadsheets, groups the invoices together, and prepares a request for reimbursement of funds. This reimbursement package is submitted to the Santa Rosa County Special Projects Grants Coordinator for approval and signature. The County then forwards it to the Florida Department of Community Affairs (DCA) for reimbursement.

MITIGATION ELEMENT

Post-Disaster Permitting

Santa Rosa County has taken action to create a one-stop shop called the Recovery Information Center (RIC) for contractors and homeowners needing permits following a disaster. Located at the Public Services Building in the Building Inspections Department, the following entities will co-locate for a period of time as determined by each department to expedite the permitting process:

Santa Rosa County Building Inspections and Compliance Department
Santa Rosa County Floodplain Management
Santa Rosa County Health Department
Santa Rosa County Code Enforcement
Santa Rosa County Planning and Zoning
State of Florida Department of Environmental Protection

Mitigation information will be available to clients in the form of brochures, pamphlets, or other means. In addition, either the Assistant Building Official or the Planning and Zoning Director may be present to counsel residents on mitigation actions that can be taken during the rebuilding phase or to answer questions related to mitigation actions.

Mitigation Planning Assumptions

- Mitigation is not just a government responsibility. The local government conducts primarily large-scale mitigation projects that represent the most cost-effective projects benefiting the most people. However, individual citizens retain primary responsibility for mitigating their own homes and property. Examples could include smoke alarms, fire extinguishers, hurricane shutters or plywood, elevating their homes when building, etc.
- Because a mitigation project is a top-ranking project on the LMS list, does not necessarily mean that it will be implemented first. Funding source, availability, and rules and guidelines determine what might be funded. Those items at the top of the LMS priority list that are eligible for a given source of funds should be accomplished first.
- Santa Rosa County participates in the LMS Task Force, which is multi-jurisdictional and includes the local municipalities. Santa Rosa County, however, is only responsible for the projects it submits to the LMS Task Force on behalf of the county.
- Mitigation efforts are dependant to a large degree on the available funding, available staff, support for the project, availability of match funds, political will, cost-benefit, eligibility for grant funds, and other factors.
- Mitigation Assessment Teams consist primarily of those same individuals responsible for damage assessment so that mitigation projects can target root cause.

STATUTORY AUTHORITIES

Disaster Mitigation Act of 2000 (DMA2K):

The Disaster Mitigation Act of 2000 (DMA2K) requires the State of Florida to maintain a complete, adopted, and approved state mitigation plan. In order to accomplish this, each county and municipality completed and adopted a DMA2K-compliant plan called the Local Mitigation Strategy, which sets forth the community's vulnerabilities, a strategy for mitigating the effects of natural disasters, and a process for prioritizing mitigation projects within the community. *See DMA2K for full details and additional elements not covered in this brief summary.*

Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) enacted under DMA2K:

This act requires a mitigation plan as a condition of receiving disaster assistance for mitigation projects; increased the percentage of HMGP funds from 15 to 20% of the total eligible federal assistance to States with FEMA-approved enhanced mitigation plans and authorized up to 7% of the HMGP funds to be available to a State for mitigation planning. It also says that to be eligible to receive HMGP project grants, local governments must develop local mitigation plans that include a risk assessment and mitigation strategy to reduce potential losses and target resources. *See Section 322 of the Stafford Act for full details and additional elements not covered in this brief summary.*

The Interim Final Rule of 44 CFR (Code of Federal Regulations) Parts 201 and 206 "Hazard Mitigation Planning and Hazard Mitigation Grant"

Provides mitigation planning requirements, authorizes the Hazard Mitigation Grant Program (HMGP) funds for planning activities and increased the amount of HMGP funds available to States. *See 44 CFR Parts 201 and 206 for full details and additional elements not covered in this brief summary.*

Florida Administrative Code (FAC) Rule 9G-22:

FAC 9G-22 describes the application, project selection, and distribution of funds under the Hazard Mitigation Grant Program within the State of Florida. This rule outlines the types of projects eligible under the program and requires among other things, that each county have a formal Local Mitigation Strategy (LMS) Working Group. FAC Rule 9G-22 further empowers the LMS Working Group, among other things, to coordinate all mitigation activities within the county, to develop and revise the local mitigation strategy as necessary, and to prioritize local mitigation projects. *See FAC Rule 9G-22 for full details and additional elements not covered in this brief summary.*

MITIGATION ELEMENT

FUNDING SOURCES FOR MITIGATION PROJECTS					
Hazard	Grant Name	Agency	Objectives	Assistance Provided	Eligibility
All	Development of Technologies for Assurance of the U.S. Energy Infrastructure	DOE	Ensure the reliability and security of the nation's energy infrastructure, including understanding vulnerabilities, and developing protection, detection, mitigation, and response strategies for all hazards	Project Grant	Unrestricted
All	Hazard Mitigation Grant Program	FEMA	Implementation of long-term hazard mitigation after a major disaster declaration	Project Funding	State/local governments, Indian Tribes, some non-profit organizations
All	Pre-Disaster Mitigation Program	FEMA	Cost effective pre-disaster hazard mitigation activities that reduce injuries, loss of life and damaged and destroyed property	Technical and financial assistance	Local Governments, tribal governments
All	Emergency Management Performance Grants	FEMA	Develop comprehensive emergency management and to improve emergency planning, preparedness, mitigation, response, and recovery capabilities	Project Grants	States
All	Project Impact - Building Disaster Resistant Communities	FEMA	Encourage the implementation of a sustained pre-disaster mitigation program with activities that reduce the existing risk of natural hazard losses within the geographic location of the designated communities	Project Grants	Any community or jurisdiction which a state has recommended as a Project Impact community
All	National Urban Search and Rescue Response System	FEMA	To develop an immediately deployable, national response capability to locate and extricate, and medically stabilize victim of structural collapse during a disaster	Project Grants	The sponsoring jurisdictions designated by FEMA as members of the USAR
Dams	Safety of Dams on Indian Lands	DOI	To improve the structural integrity of dams on Indian lands	Direct payments for specified use	Federally recognized Indian Tribal governments
Dams	National Dam Safety Program	DHS	To encourage the establishment and maintenance of effective state programs intended to ensure dam safety, to protect human life and property, and to improve State dam safety programs	Project Grants	All states

MITIGATION ELEMENT

Hazard	Grant Name	Agency	Objectives	Assistance Provided	Eligibility
Fire	Wildland Urban Interface Community and Rural Fire Assistance	DOI	Implement the National Fire Plan and assist communities at risk from catastrophic wildland fires through a variety of activities	Project Grants; use of property, facilities, and equipment; provision of specialized services; advisory services and counseling; dissemination of technical information; training	State/local govts, Indian Tribes, public/private education institutions, non-profit organizations, and rural fire departments serving a population of 10,000 or less
Fire	Indian Community Fire Protection	DOI	To provide funds to perform fire protection services for Indian Tribal Governments that do not receive fire protection support from state and local government	Direct Payments for Specified Use	Federally-recognized Indian Tribal Governments
Fire	Fire Suppression Assistance	FEMA	Suppression of any fire on public or privately owned forest or grassland that threatens to become a major disaster	Project grants; use of property, facilities, and equipment; provision of specialized services	States
Fire	Assistance to Firefighters	ODP, USFA	Assist fire departments in improving their capacities to prevent and suppress fires and respond to chemical, biological, radiological, nuclear and explosive incidents	Program Grants	Fire departments
Fire	Fire Prevention and Safety Grant Program	USFA	To reduce the overall loss of life from fire; establish comprehensive multi-hazard risk reduction plans led by or including the local fire service in 2,500 communities; create the ability for communities to respond appropriately to emergency issues in a timely manner	Program Grants	National, state, regional, and local organizations that promote fire prevention and safety
Flood	Watershed Protection and Flood Prevention	DOA	Technical and financial assistance in carrying out works of improvement to protect, develop, and utilize the land and water resources in small watersheds	Project Grants, advisory services and counseling	State agency, county or groups of counties, municipalities, town or township, soil and water conservation district, flood prevention of flood control district, Indian tribe, other non-profit agency
Flood	Flood Mitigation Assistance Program	FEMA	Reduce or eliminate the long-term risk of flood damage to buildings, manufactured homes, or other structures insurable under the NFIP	Technical, planning, or project assistance grants	NFIP-participating states and communities

MITIGATION ELEMENT

Hazard	Grant Name	Agency	Objectives	Assistance Provided	Eligibility
Flood	Protection of Essential Highways, Highway Bridge Approaches, and Public Works	DoD	To provide bank protection of highways, highway bridges, essential public works, churches, hospitals, schools, and other non-profit public services endangered by flood-caused erosion	Provision of specialized services	States, political subdivisions of states or other responsible local agencies
Flood	Flood Control Projects	DoD	To reduce flood damage through projects not specifically authorized by congress	Provision of specialized services	States, political subdivisions of states or other responsible local agencies
Flood	Snagging and clearing for Flood Control	DoD	To reduce flood damages	Provision of specialized services	States, political subdivisions of states, or other responsible local agencies
Flood	Emergency Advance Measures for Flood Prevention	DoD	To perform activities prior to flooding that would assist in protecting against loss of life and damages to property due to flooding	Provision of specialized services	Governor must request assistance
Haz Mat	NIEHS Hazardous Waste Worker Health and Safety Training	DHHS	Provide cooperative agreements and project grant support for the development and administration of model worker health and safety training programs for workers and their supervisors who are engaged in activities related to hazardous materials, hazardous waste generation, treatment, storage, disposal, removal, containment, transportation, or emergency response	Project Grants	A public or private nonprofit entity providing education and training
Haz Mat	Surveillance of Hazardous Substances Emergency Events	DHHS	Develop and maintain a state-based surveillance system for monitoring hazardous substances emergency events, and conducting appropriate prevention activities	Program Grants	Native American Tribal Governments; State Health Departments
Haz Mat	Grants-in-Aid for Railroad Safety - State Participation	DOT	Promote safety in all areas of railroad operations reduce railroad related accidents and casualties, reduce damage to property caused by accidents involving any carrier of hazardous materials	Project Grants	States
Haz Mat	Interagency Hazardous Materials Public Sector Training and Planning Grants	DOT	Increase State, local, territorial, and Native American tribal effectiveness to safely and efficiently handle hazardous materials accidents and incidents	Project Grants	States, U.S. Territories and Federally recognized Native American Tribes

MITIGATION ELEMENT

Hazard	Grant Name	Agency	Objectives	Assistance Provided	Eligibility
Haz Mat	Technical Assistance Grant Program	EPA	Financial assistance for chemical accident prevention activities that relate to the Risk Management Program	Project Grants	State/local governments, and Indian Tribes
Haz Mat	Hazardous Materials Assistance Program	FEMA	Technical and financial assistance through states to support state, local, and Indian Tribal governments in oil and hazardous materials emergency planning and exercising	Project Grants	State/local governments, Tribes, U.S. Territories, SERC's and LEPC's
Haz Mat	Hazardous Materials Training Program for Implementation of the Superfund Amendment and Reauthorization Act	FEMA	Training and support of Tribal governments emergency planning, preparedness, mitigation, response and recovery capabilities with special emphasis on emergencies associated with hazardous chemicals	Project Grants	Federally-recognized Indian Tribal Governments
Hurricane	Beach Erosion Control Projects	DoD	To control beach and shore erosion to public shores through projects not specifically authorized by congress	Provision of Specialized Services	States, political subdivisions of States, or other responsible local agencies.
Terrorism	Port Security Grants	DHS	To purchase new patrol boats and surveillance equipment, construct new command and control facilities, and plan other security upgrades at U.S. seaports	Financial Assistance	Public and private companies.
Terrorism	Urban Areas Security Initiative	DHS	To enhance local government's ability to prepare for and respond to threat or incidents of terrorism	Project Grants	Selected cities chosen by DHS based on eligibility
Terrorism	Homeland Security - Agriculture	DOA	To provide funding to protect the food supply and agricultural production, protect USDA facilities and other agriculture infrastructure and protect staff and manage emergency preparedness	Project Grants	Eligibility listed under section 1472(c) of NARETPA
Terrorism	State and Local Domestic Preparedness Exercise Support	DOJ and DHS	To provide exercise planning to State and local jurisdictions and to conduct national, state, and local exercises for response to Weapons of Mass Destruction domestic terrorist incidents involving nuclear, biological, chemical, and explosive devices	Project Grants	State and local jurisdictions, or public and private nonprofit agencies

MITIGATION ELEMENT

Hazard	Grant Name	Agency	Objectives	Assistance Provided	Eligibility
Terrorism	State and Local Domestic Preparedness Technical Assistance	DOJ and DHS	To provide direct assistance to State and local jurisdictions in enhancing their capacity and preparedness to respond to WMD incidents	Project Grants	Public or Private nonprofit agency or a for profit agency providing or coordinating with programs which will provide a full range of
Terrorism	First Responder Counter-Terrorism Training Assistance	FEMA	Enhance the capabilities of first responders in managing the consequences of terrorist acts	Project Grants	Provided through states