Santa Rosa County
Local Mitigation Strategy (LMS) Task Force
Steering Committee
April 20, 2005
Milton, Florida

The Santa Rosa County LMS Task Force met on the above date with 21 members present. A copy of the sign in sheet showing attendees is attached. The meeting was called to order at 1:30 p.m. Chairman Dave Ling asked all attendees to introduce themselves.

Approval of Minutes

Rhonda Royals moved approval of the minutes of the March 30, 2005 meeting; Donna Adams seconded, and the vote carried unanimously.

DMA2K Plan Status

Rosalynn Bates said the DMA2K plan with amendments will need to be adopted by at least one municipality before May 1, 2005. She said FEMA (Federal Emergency Management Agency) and the State of Florida have assured her an approval letter will be issued as soon as one municipality adopts the plan. Bates said several of the grant funding sources require an approved DMA2K plan.

Initiatives/Prioritization List Development

Ling requested each municipality review their initiatives list. Bates said the initiatives list for the unincorporated county and Jay are priority ranked, and the other entities will need to rank their projects at today's meeting.

Dave Szymanski discussed the duplication of a project on the Gulf Breeze initiatives list and the addition of the Stormwater Project in the amount of $1.5 million. He noted 13 initiatives in Gulf Breeze and ranked them by priority (Attachment in File).

Carol Calfee ranked the top seven projects on the initiatives list for Santa Rosa District Schools (Attachment in File). She said the remaining projects will be ranked soon.

Bates said previously it was her understanding there had to be one combined initiatives list with all projects ranked by priority. She said the separate initiatives lists can be ranked by each municipality for submission.

Sharon Marsh discussed corrections in the priority rankings within the unincorporated areas of the county (Attachment in File).

Donna Adams ranked the top four projects in the City of Milton (Attachment in File). She said it is her understanding all the hardening projects should be ranked with the highest priority. She said the remaining projects will be ranked soon.

Ling said the county has experienced two 100 year events in less than a week causing the initiatives lists to change. He said the DMA2K plan will be constantly changing to accommodate needs. Ling said the LMS committee should continue to meet on a regular basis to accommodate future changes. Gomillion said the LMS plan will need to continuously be maintained. Szymanski asked if project changes can be handled though e-mail. Ling said according to the Sunshine Law the committee will need to meet to vote on changes.

Walker asked if the county needs to vote on a resolution adopting the LMS plan. Larry McDonald said the county will need to adopt a resolution approving the LMS plan that now includes the initiatives list.

Dave Szymanski moved approval of the LMS Plan and Initiatives List to include the Santa Rosa School District and City of Milton prioritized lists when completed; Millard Adams seconded, and the vote carried unanimously.

Ling said the February 10, 2005 resolution was for transmittal of the LMS Plan to the State of Florida. He said the Board of County Commissioners will need to approve another resolution adopting the LMS Plan that includes the initiatives lists. There was discussion on the best process to allocate the approved grant funds.

Lafifi Jenadu, FEMA representative, said FEMA will have three tiers of funding. He said all projects should be submitted before the deadline to be locked in for possible funding. Phillip Rader, FEMA representative, said it is important to remember proof of match funds is required before the state and FEMA will approve projects. He said to make sure match funds are available for the top priority projects. There was further discussion on the coordination of projects throughout the three tiers of funding. Rader said top priority projects should be prioritized to be funded with the first tier of funding. Ling thanked the FEMA representatives for their presence and assistance.

Rader said the State of Florida and FEMA insists upon documentation. He said the projects that have all documentation ready are the projects that need to be submitted first. Rader said hardening of facilities and stormwater treatment are tier one projects. He said projects should have the engineering completed and be ready for submission when funds become available. Steve Furman said some of the projects will require extensive surveying and engineering design to get the bid documents out on the street. He asked the process for submitting surveying and engineering services as tier one projects. Rader said in some cases a scientific guess can be used to establish an amount for submission of surveying and engineering projects. He said engineering and surveying expenses could be funded in the first tier with the actual project funded at a later date in tier two or tier three. Walker said some of the engineering will need to be contracted out. Marsh said she has requested an engineer be assigned to Santa Rosa County since the county has many types of engineering projects. She said this engineer will help with environmental assessments.

Other Business & Public Comments

Ling said he will be retiring from the county effective June 2, 2005, and a new chairman will need to be elected. He requested the members consider nominees for the election of a new chairman at the next meeting. Gomillion recommended Sharon Marsh as chairman and several committee members agreed.

Next Meeting Date/Adjourn

The next scheduled meeting is Wednesday, May 25, 2005 at 1:30 p.m. to be held at the Emergency Operations Center.

There being no further business to come before the LMS Committee at this time, the meeting adjourned at 2:25 p.m.