

## Appendix D

Steering and Working Committee Minutes

## LMS Special Meeting March 26, 2015

Present:

Hunter Walker (SRC Administrator)  
Stephen Furman (SRC Public Works)  
Glenn Baily (SRC Public Works)  
Brian Watkins (City of Milton)  
Beckie Cato (SRC P&Z)  
Shawn Ward (SRC P&Z)  
Roger Blaylock (SRC Engineer)  
Michael Schmidt (SRC Engineer)  
Lou Greene (Navarre Resident)  
Ray Heidenheim (Villa Venyce HOA)

Meeting was called to order at 1:35 p.m.

Hunter Walker introduced himself and called the meeting to order. He asked the attendees to sign in and to introduce themselves. Mr. Walker explained that this was a special LMS meeting to review the LMS Plan Update 2016-2020 and discuss the identified hazards for the plan update. Mr. Walker introduced Ms. Cato.

Ms. Cato gave a PowerPoint presentation that started with an overview timeline. Current LMS expires June 9, 2016. Update due to State December 9, 2015. The Plan update will be an In-House Team Effort between Planning and Zoning; Grants; Emergency Management and the Computer Department. It will be concurrent with the update of the Flood Mitigation Plan. Opportunity for Joint Planning; Joint meetings of the LMS Task Force and the Flood Mitigation Plan (FMP) Task Force. We'll plan for Public Information and ongoing development. FMP Task Force meetings already scheduled the next three months so once that is concluded we'll move to joint meetings after that for both plan updates. Goals for this project:

*Address the Federal Requirement – "A local jurisdiction must review and revise its plan to reflect changes in development, progress in local mitigation efforts, and changes in priorities, and resubmit it for approval within 5 years in order to continue to be eligible for mitigation project grant funding". 44 CFR 201.6(d)(3)*

Improve utility of the document - Remove information related to hazards unlikely to affect our area as recommended by the state; Remove duplications; Keep only text that is required or useful and Improve ability to find useful information.

Mr. Walker noted that this was our second update. When we first started the Florida Division of Emergency Management wanted everything within the plan; however, now we've all realized we only need to include hazards that affect Santa Rosa County.

Ms. Cato proceeded to go over the proposed schedule:

March 26 Special Meeting

*Update Purpose, Process, Timeline, and Hazards List*

April 23 Regular Meeting

April 28 and 30 – Public Outreach Meetings

May 28 Special Meeting

*Updated LMS Goals*

June 25 Special Meeting

*Hazards Assessment and Initiatives Implementation*

July 23 Regular Meeting

*Updated Project List*

August 27 Special Meeting

*Hazards Vulnerability Assessment*

September 24 Special Meeting

*Changes Resulting from Updated Goals and Vulnerability Assessment; and Finalize Project List*

October 22 Regular Meeting

*Completed LMS*

November - Public Outreach Meetings

The group agreed that the schedule was feasible.

Mr. Ward discussed the identified hazards within the existing 2011 plan. He then spoke about hazards unlikely or impossible. Mr. Ward referenced a conversation with the Florida Division of Emergency Management and per FDEM “No specific hazards have to be included in your plan. You are required to provide justification for any commonly occurring hazards”.

The following hazards were recommended for removal and the group voted unanimously to remove them from the update:

- Earthquake
- Avalanche
- Land Subsidence
- Landslide
- Tsunami
- Volcano
- Sinkholes

The following hazards were recommended to be updated and remain in the plan. The group voted unanimously.

- Hurricane/Tropical Storm
- Storm Surge
- Flooding
- Dam Safety
- Winter Storms (Freezes)
- Erosion
- Tornadoes and Waterspouts

- Thunderstorms and Lightening
- Heat Waves and Drought
- Wildfire

Mr. Ward asked if any new hazards should be included within the update such as human caused hazards, terrorism or technological hazards. He referenced a document where the fire chief in an Arkansas county wanted the natural gas pipeline that went through the entire community to be added to the LMS Plan due to its old infrastructure.

Mr. Watkins said that a gas pipeline does go through Santa Rosa County into Okaloosa County but recent surveys indicate that it is in good condition and checked frequently.

Mr. Walker ask if there were any of these hazards that would cause us to request FEMA funding and therefore warrant inclusion in the plan.

Mr. Greene asked about a chemical spill shutting down Interstate 10. Who was responsible? Mr. Furman and Mr. Blaylock referenced the recent train derailments and indicated that cleanup was the obligation of the responsible party.

The group decided not to add any additional hazards other than the identified natural hazards. Everyone felt the County's Emergency Management Plans identified the non-natural hazards and that was a sufficient plan of action.

Mr. Walker asked for any additional questions or comments from the group.

Mr. Walker adjourned the meeting at approximately 2:15 p.m.

## LMS Task Force Steering Committee Meeting

April 23, 2015

Present:

Hunter Walker (SRC Administrator)  
Stephen Furman (SRC Public Works)  
Glenn Bailey (SRC Public Works)  
Brian Watkins (City of Milton)  
Beckie Cato (SRC P&Z)  
Shawn Ward (SRC P&Z)  
Roger Blaylock (SRC Engineer)  
Ray Heidenheim (Villa Venyce HOA)  
Daniel Hahn (SRC Emergency Management)  
Scott Kemp (District 5)  
Curt Carver (City of Gulf Breeze)  
Jim Cox (City of Gulf Breeze)  
Rob Williamson (SRC BOCC)  
William Merrill (ReBuild NWF)  
Karen Thornhill (SRC P&Z)  
Sheila Fitzgerald (SRC Grants)  
Erica Grancagnolo (SRC Grants)

Meeting was called to order at 1:30 p.m.

Hunter Walker introduced himself and called the meeting to order. He asked the attendees to introduce themselves. Mr. Walker made a motion to approve March 26, 2014 meeting minutes, and they were approved unanimously. Mr. Walker asked Ms. Fitzgerald to provide an update on EPA/DEM Utility Resilience Project.

Ms. Fitzgerald explained that the conference was an effort by the EPA and FEMA to assist utilities with the grant application and mitigation process and how to best coordinate with the LMS. It was very informative. There were several utilities in attendance, including the City of Gulf Breeze, Pace, Navarre Beach, Garcon Point, and others. There was a breakout session where we brainstormed on potential mitigation projects. The EPA provided information on tools for utilities to use to determine what is available to them. There will be site visits and a final workshop in June. Ms. Fitzgerald asked everyone to pass the information along to utilities in their jurisdiction.

Mr. Walker asked Ms. Fitzgerald to provide an update the upcoming FMAP Cycle.

Ms. Fitzgerald described the grant opportunity that the County has applied for the last several years. Through this grant, the county has elevated 6 homes, and has completed the acquisition and demolition of 2 homes. We expect them to open the cycle by the end of this month. Applications are typically due in June. We want everyone to know the difference between repetitive and severe repetitive loss structure. We have found it is more helpful to focus on the severe repetitive loss structure. We will probably mail property owners a letter, and let them know they are eligible. In the past we have held

workshops for the public, but we will be taking different approach this year because a lot of people show up to workshops that are not eligible. The good news is that sometimes we are able to bundle “strong” severe repetitive loss properties with those “weaker” repetitive loss properties. We are sometimes able to fund more properties that way. If any Cities need assistance with that, Ms. Thornhill and Ms. Fitzgerald can assist.

Mr. Walker discussed the different ways to mitigate; acquisition and demolition versus elevation. Ms. Thornhill and Ms. Fitzgerald clarify that there are other methods but they may not be cost effective.

Mr. Walker asks for clarification as to the number of property lists.

Ms. Thornhill states that there are two lists; repetitive and severe repetitive loss. Ms. Fitzgerald adds that the process to remove a property from the list after mitigation can take years. A lot of claims from the April 2014 flooding are not yet on the list. Ms. Thornhill states that FEMA expects to have those properties on the list by November.

Mr. Walker asks if this is the normal timeframe for this grant cycle. Ms. Fitzgerald states that this was the timeframe they followed last year, and that there may be more money this year. In the past they have focused their awards on the severe repetitive loss, and some repetitive loss properties were not approved. We will be able to resubmit those properties that were not approved, and bundle them with stronger properties this year.

Mr. Walker asks how many homes are on the list. Ms. Thornhill states that there are approximately 690 on the repetitive loss list. She does not have the information from the State as to the number on the severe repetitive loss list. This is based on 1974 to current. Some properties are actually compliant but the maps are not accurate for us to assist them. They are waiting on new maps.

Mr. Walker states that it sometimes more cost effective to acquire the structure rather than spend money to elevate. It is important to take note of the number we are actually able to assist on the list of 690. The funding typically only allows for assisting 2 or 3 each year. Mr. Walker notes that it is a difficult process for the homeowner to go through.

Mr. Walker asks for an update on mitigation projects. Ms. Fitzgerald reports that Settlers Colony Phase I wrapped up end of last year. State has reviewed and forwarded to FEMA, who should approve by end of the month. After that state will grant award agreement for construction funds. We could see construction as early as late summer. This is separate from the emergency repair that is ongoing. We also have the one severe repetitive loss that made it through the 2013 cycle, Harrison Street in Milton, which should be going up in the next month or two. The three that were awarded as result of 2013 application will be on next BOCC agenda. That will bring total elevations up to 10.

Mr. Walker adds that it is interesting to look at the pictures of the process of elevations.

Ms. Fitzgerald stated that the most recent applications were submitted for four HMGP applications, Pace and Patterson, Maranatha and Chipper, Villa Venyce, and Ranchettes. Three of the four have been blessed by the state. The fourth will wrap up any day, and then the State will advance the applications to FEMA. We are expecting an expedited process from FEMA. Once FEMA has approved the applications, we will hire one or more firms for Phase I for design, engineering, and permitting.

Mr. Walker asks Ms. Cato for an update on Hazard Mitigation Plans. Ms. Cato stated that we are updating both the LMS and the flood Mitigations Plans. We are doing those plans concurrently and jointly. We are having two public meeting next week, one at Tiger Point, one in Milton. The purpose of these meetings is two-fold. One is to provide information on the LMS process. The other is to get feedback from the public. This is a good opportunity to share with public what the county and the cities have been doing. Ms. Cato asks everyone to share information on the upcoming meetings.

Ms. Cato asks Ms. Fitzgerald to discuss stakeholder invitations. Ms. Fitzgerald states that part of the plan update is to share with the public. There is a letter that we will send out to everyone to let them know we are undertaking this project, and encourage them to participate via meetings. Now is a good time for folks to hop into this process. We are taking that additional step in addition to a press release to get the public involved.

Ms. Cato states that the schedule of meetings are listed in minutes from the last meeting. Ms. Fitzgerald reached out to everyone currently serving on the committee to confirm their participation and also to verify the alternates. One concern is Holley by the Sea. Ms. Fitzgerald has notified the HOA contact, the Board President, and the guy that is on the stormwater task force. She has notified everyone to request the name of the individual who will be representing them. She has not received a response. Ms. Fitzgerald will make one more attempt to obtain a contact name for Holley by the Sea. The American Red Cross is interested, but they do not attend meetings. Bylaws state attendance requirements. Perhaps there is another organization that can participate more actively.

Ms. Fitzgerald asks the committee members to review bylaws and identify any changes that need to be brought up as a point of discussion. Otherwise Ms. Fitzgerald will email out a draft for approval at the next meeting. Ms. Fitzgerald does not feel that there is a need for any substantive changes, but states that it is always good to have a periodic review because it is part of the plan update. Mr. Walker asks if the bylaws were updated last time LMS was updated. Ms. Fitzgerald replies that they were looked at in 2011 and maybe a couple times since. Mr. Walker states that we appreciate private citizens' participation.

Mr. Walker reiterates that we need to know who the representative is from Holley by the Sea. Mr. Walker asks if there are any questions. Mr. Walker asks if Ms. Fitzgerald has received updated info from everyone, and she states that she has heard from most everyone. Mr. Walker states that normally the committee would meet quarterly but since we are going through the LMS update process, we will meet more often.

Ms. Cato states that the focus of the next meeting will be to update goals for the mitigation strategy. We have a lot of practical experience over the years as far as the types of disasters that we have. We know where our problems are. We are going to look at how we can update our goals to make them more meaningful. We may want to tweak this section later in the process as we go through the data section.

Mr. Walker reminds everyone that we have been doing this since the late nineties. Mr. Walker thanks everyone for making this process community based rather than bureaucratic. Mr. Walker asks for any questions or other business.

Ms. Thornhill announces that there is a task force meeting May 7 in this room. Mr. Walker closed the meeting.

## **LMS Task Force Steering Committee Meeting**

**June 25, 2015**

Present:

Hunter Walker (SRC Administrator)  
Stephen Furman (SRC Public Works)  
Brian Watkins (City of Milton)  
Jim Cox (City of Gulf Breeze)  
Beckie Cato (SRC P&Z)  
Shawn Ward (SRC P&Z)  
Roger Blaylock (SRC Engineer)  
Daniel Hahn (SRC Emergency Management)  
Nance Koslik (SRC Emergency Management)  
Paul Gardner (Holley Navarre Water)  
Dale Long (Municipal Engineering Services)  
Linda Carden (Town of Jay)  
Dennis Reed (Villa Venyce HOA)  
Rob Williamson (SRC BOCC)  
Karen Thornhill (SRC P&Z)  
Sheila Fitzgerald (SRC Grants)  
Erica Grancagnolo (SRC Grants)

Meeting was called to order at 1:34 p.m.

Hunter Walker introduced himself and called the meeting to order. He asked the attendees to introduce themselves. Mr. Hahn made a motion to approve April 23, 2015 meeting minutes, and they were approved unanimously. Mr. Walker asked Ms. Fitzgerald to provide an update on flood mitigation.

Ms. Fitzgerald stated that the Flood Mitigation Grants Program opened in May, with applications due July 17<sup>th</sup>. She notified SRL and RL property owners of this opportunity. Mr. Walker asked if we think they will all be funded. Ms. Fitzgerald stated that the funding levels have increased each year, and the State has recommended that we submit the applications for SRL as well as the RL properties.

Ms. Fitzgerald provided an update on the HMGP projects. Three of the four submitted have been approved by the State and FEMA. The state is waiting for the approval letter from FEMA, and will then draft the Phase I grant agreements. The fourth project, Villa Venyce, is undergoing revisions, and will hopefully wrap up soon. Settlers Colony Phase II has formally been approved by the State and FEMA. The State anticipates sending us the grant agreement in July. We should have construction start by early fall.

The elevation project that is underway at 3135 Harrison St. is nearly complete. There were 3 homes that were approved in the 2014 grant. Those will go up over the summer and the fall. Ms. Fitzgerald passed around a binder with before and after pictures of past projects.

CDBG Block grant application was submitted for Midway Water Systems waterlines and fire hydrants. We will know later this year if that is selected for funding. Ms. Fitzgerald brought REBUILD Northwest Florida fliers for everyone to pass around and distribute. REBUILD has grant money that will expire if not used. They have completed 2,195 projects in Santa Rosa County. There are currently 32 under construction, 30 that are waiting for homeowner match payment, 75 awaiting FEMA approval, and 57 with submitted applications. Ms. Cato asks what the projects typically cost. Mr. Long states that he participated in the program, and his match was \$1200. Ms. Thornhill states that it depends on the house, but the range is up to \$12,000 total cost (with a 25% match). Mr. Furman mentions that you have to do all the mitigation activities; you cannot pick and choose. Mr. Long states that the improvements will result in a decrease in insurance. Waiting on approval for CMP funds to offset the 25% match requirement for low income families.

Ms. Fitzgerald recaps the EPA and FEMA utility resiliency workshop held earlier in the week. The reason for the workshop is to inform utilities of the LMS process and how to get their activity on the list. Ms. Fitzgerald will be adding those utility contacts to her distribution list. Mr. Hahn asks for the REBUILD flier in electronic form.

Mr. Walker asked Mr. Ward for an update on the Hazard Assessment. Mr. Ward states that he updated all information, contacting DEP, NOA, and other appropriate agencies. Mr. Ward asks the Task Force to review and make comments or suggestions. Mr. Ward states that the Dam and Levee section applies to retention ponds, not large dams. DEM states that this could be included in the flooding section. DEP states that information on dams is a national security issue. Mr. Ward recommends incorporating dams into flooding section. The group agrees that it can be removed as a separate section since we do not have any large dams that would cause large scale death and damage if breeched, and since it would allow the LMS to match the CEMP.

Ms. Cato discusses Section six of the LMS. Ms. Cato would like the Task Force to agree on basic goals for the LMS. Ms. Cato guides the group through the powerpoint presentation she had prepared. She recommends that the focus be on a mitigation strategy rather than just the specific project list, and that the goals be more concise and meaningful. There needs to be a direct connection from the goals to the hazards. Ms. Cato recommends that we model our goals on Pinellas County goals. Ms. Cato suggests the following four goals:

1. Become a more disaster resilient community
2. Minimize coastal, riverine, and inland flooding losses throughout the county
3. Minimize storm wind losses throughout the county
4. Minimize wildfire losses in the forest/ urban interface areas

Ms. Cato would like to incorporate sewer extensions and septic tank abatement activities into the goal list. The group agrees that these activities are covered by Goals 1 and 2. Ms. Cato asks the group to consider her recommendation and bring back any comments to the next meeting.

Ms. Fitzgerald presents her ideas for potentially changing the scoring system for projects on the LMS list by first identifying weaknesses in the current system. She then asks the group to consider incorporating the STAPLEE Method. After some discussion, Ms. Fitzgerald agrees to continue to work on a revised scoring system to bring to the Task Force.

Ms. Fitzgerald asks for approval of the bylaw changes. Mr. Hahn makes a motion to approve the changes and the task force agrees unanimously.

Mr. Walker closed the meeting at 2:58 pm.

## **LMS Task Force Steering Committee Meeting**

**August 27, 2015**

Present:

Hunter Walker (SRC Administrator)  
Stephen Furman (SRC Public Works)  
Beckie Cato (SRC P&Z)  
Shawn Ward (SRC Transportation)  
Mary Ann Vance (SRC P&Z)  
Michael Schmidt (SRC Engineering)  
Brad Baker (SRC Emergency Mgmt)  
Karen Thornhill (SRC Development Services)  
Sheila Fitzgerald (SRC Grants)  
Erica Grancagnolo (SRC Grants)  
Tony Gomillion (SRC Public Services)  
Joe Zwierzchowski (Florida Forest Service)  
Donna Bullock (Town of Jay)  
Stephen Schoen (City of Milton)  
Randy Jorgenson (City of Milton)  
Linda Carden (Town of Jay)  
Dennis Reed (Villa Venyce HOA)  
Don Richards (UPA)  
Courtney Winstead (SRC Resident)  
Lou Green (Navarre Resident)  
Beth Walter (Holley by the Sea Resident)  
Scott Kemp (Woodlawn Resident)  
Earl B. Dean (Holley by the Sea Resident)

Meeting was called to order at 1:33 p.m.

Hunter Walker introduced himself and called the meeting to order. He asked the attendees to introduce themselves. Minutes from June 25, 2015 meeting were unanimously approved. Mr. Walker asked Ms. Fitzgerald for an update on mitigation projects.

Ms. Fitzgerald stated that grant agreements are fully executed for two Hazard Mitigation Grant Program projects, Patterson and Pace Lane and Ranchettes, and we have an RFQ for engineering services that should be advertised next month. We expect the grant agreement soon for Chipper and Maranatha, and will then put out the RFQ. Villa Venyce has gone from a small scale project to a large scale project, for which we will pursue additional funding through the Tier Process. This may be more of a long term project as we work to find funding. Settler's Colony is ready to bid out for construction, with construction possibly starting as early as November. Ms. Grancagnolo provided an update on the Flood Mitigation Assistance projects underway, Harrison Ave, College Pkwy, Glenview Rd, and Saddle Club Rd. Ms. Fitzgerald added that we have submitted five applications for the 2015 FMA funding cycle.

Additionally, we should hear back in a couple of months on Midway Water Systems CDBG applications, and REBUILD Northwest Florida still has funding.

Ms. Cato walked the group through the draft Combined Hazard and Vulnerability Section of the LMS Update, including a description of the hazards, methodology for analysis, and overview of development trends. When Ms. Cato described the development trends in Santa Rosa County, neighborhood representatives brought up certain commercial and residential infill development projects in the south end that they feel are cause for concern. Ms. Cato and Mr. Schmidt discussed some measures the County has taken over time to be more effective in stormwater mitigation planning. Ms. Cato stated that she will have the site inspector check on the projects to ensure they are being built in compliance with County regulations. Ms. Cato also stated that she will email out an informational paper on residential infill development to the Task Force.

Mr. Richards suggested better education for tornadoes and waterspouts. Ms. Cato stated that we can also increase education on fire hazards. Mr. Zwierzchowski, with the Florida Forest Service, discussed educational outreach that he does through the Forest Service, and offers to provide educational brochures. He also discusses on-going fire mitigation that the Forest Service conducts in Santa Rosa County.

Next, Ms. Fitzgerald presented STAPLEE project scoring methods for Wakulla County and Polk County as a reference point for Santa Rosa County to potentially implement. Ms. Fitzgerald also provided a FEMA "How to Guide" for utilizing STAPLEE. Ms. Cato appreciated how the FEMA "How to Guide" helps to interpret the scoring criteria, since this was difficult during the RESTORE scoring process. Mr. Richards commended Santa Rosa County for the scoring and selection process for RESTORE Projects.

Ms. Thornhill announces she has Flood Mitigation Brochures for everyone to take and distribute.

Mr. Walker closed the meeting at 2:31 pm.

## LMS Task Force Steering Committee Meeting

September 24, 2015

Present:

Hunter Walker (SRC Administrator)  
Stephen Furman (SRC Public Works)  
Beckie Cato (SRC P&Z)  
Shawn Ward (SRC Transportation)  
Michael Schmidt (SRC Engineering)  
Brad Baker (SRC Emergency Mgmt)  
Karen Thornhill (SRC Development Services)  
Sheila Fitzgerald (SRC Grants)  
Erica Grancagnolo (SRC Grants)  
Tony Gomillion (SRC Public Services)  
Linda Carden (Town of Jay)  
Brian Watkins (City of Milton)  
Jim Cox (City of Gulf Breeze)  
Courtney Winstead (SRC Resident)  
Lou Green (Navarre Resident)  
Earl B. Dean (Holley by the Sea Resident)  
R.M. Pete Peterson (Navarre Resident)

Meeting was called to order at 1:32 p.m.

Hunter Walker introduced himself and called the meeting to order. He asked the attendees to introduce themselves. Minutes from August 27, 2015 meeting were unanimously approved. Mr. Walker asked Ms. Fitzgerald for an update on mitigation projects.

Ms. Fitzgerald stated that the RFQ for engineering services for three of the HMGP projects; Ranchettes, Pace/Patterson, and Maranatha/Chipper will be advertised next week. Proposals will come in during the month of October. Design and permitting work will need to be complete within 6 months. Ms. Fitzgerald added that Villa Venyce is still under review. Settler's Colony will be out for bid next month. Ms. Grancagnolo gave a brief update on the home elevation grant projects.

Ms. Winstead asked about the timeline for Ranchette's. Ms. Fitzgerald described the review process and stated that construction will not start until this time next year or early 2017.

Ms. Thornhill recapped the FEMA flood map update meeting that was held on September 16<sup>th</sup>. Mr. Green asked about the public input process. Ms. Thornhill stated that the maps will be on the County, FEMA, and Northwest Florida Water Management District websites. She also stated that there will be open houses during the public input period. She also described the differences and the processes for map amendments and map revisions. Mr. Walker requested that Ms. Thornhill provide updates as the process moves along. Ms. Thornhill stated that there will be a lot of changes in the updated maps, in part due to more accurate technology.

Ms. Cato guided the Task Force through the Goals and Objectives for the LMS Update. Commissioner Williamson discussed his support of the training element of the goals and objectives section. He inquired as to whether there are any LMS related funds available for training. Ms. Winstead asked how much “teeth” the inspectors and reviewers have in terms of adhering to our flood mitigation goals. Ms. Cato and Mr. Gomillion responded with some information on both specific projects as well as general parameters of the development process. Ms. Cato reinforced that she appreciates the specific questions that citizens have regarding development, and she encouraged individuals to continue to bring those questions forward.

Mr. Green asked about land clearing practices and burning of timber. Mr. Gomillion responded that the State issues permits for burning, and Ms. Cato suggested options for better education on burning. There was a question and some discussion on REBUILD opportunities for homes constructed after 2002. There was some discussion as to why we have both a Local Mitigation Strategy as well as a Flood Mitigation Plan. There was a question and some comments related to open space and conservation land in the County.

The Task Force voted without objection to approve the Goals and Objectives of the LMS and FMP.

Ms. Fitzgerald and Ms. Cato discussed the timeline for adoption of the updated LMS, with the goal to submit the draft plan with revisions to the State by December.

Mr. Walker closed the meeting at 2:29 p.m.

## **LMS Task Force Steering Committee Meeting**

**November 19, 2015**

Present:

Hunter Walker (SRC Administrator)  
Stephen Furman (SRC Public Works)  
Beckie Cato (SRC P&Z)  
Michael Schmidt (SRC Engineering)  
Mary Ann Vance (SRC P&Z)  
Sheila Fitzgerald (SRC Grants)  
Erica Grancagnolo (SRC Grants)  
Tony Gomillion (SRC Public Services)  
Jim Cox (City of Gulf Breeze)  
Kathy Ahlen (WFRPC)  
Courtney Winstead (SRC Resident)  
Lou Green (Navarre Resident)  
Earl B. Dean (Holley by the Sea Resident)  
R.M. Pete Peterson (Navarre Resident)  
Ray Heidenheim (Villa Venyce HOA)  
Don Richards (UPA)

Meeting was called to order at 1:35 p.m.

Hunter Walker introduced himself and called the meeting to order. He asked the attendees to introduce themselves. Minutes from September 24, 2015 meeting were unanimously approved. Mr. Walker asked Ms. Cato for an update on the Hazard Mitigation Plan Update.

Ms. Cato explained that the Flood Mitigation Plan is an appendix of the Hazard Mitigation Plan, and proceeded to lead the group through a review of each of the forty-six action items in the Action Plan, which is a part of the Flood Mitigation Plan. She stated that the action plan is reviewed annually by Ms. Thornhill and Ms. Fitzgerald.

Ms. Cato responded to some questions related to the meaning of flood map lines. There was a question as to whether the Repetitive Loss and Severe Repetitive Loss lists have been updated since the April 2014 flooding.

There was some discussion on action item #26 as to whether there is an accounting of enforcement of best management practices for reducing erosion during development activity. There was a suggestion that this information should be made available for the public to view, perhaps on the County website.

There was discussion on what constitutes a large development as it relates to action item #31. Ms. Cato stated that this can be addressed in the upcoming Comprehensive Plan update. There was a question as to whom flooding concerns should be addressed to. Ms. Cato stated that concerns should be directed to her and she can funnel appropriately. Mr. Furman further clarified that if flooding is causing an immediate life/safety issue, he should be contacted.

Mr. Furman reminded the group that with some of the developments that have flooding issues, they were compliant with the existing development regulations at the time they were constructed. The County has “beefed up” the regulations over time because the criteria proved to be inadequate.

Mr. Furman also encouraged the public to continue to call in with retention pond, outfall, and storm drain maintenance issues, as this information is helpful for prioritizing work areas.

There was some discussion on wetland development/preservation. Mr. Gomillion, Ms. Cato, and Mr. Furman explained that the State regulates wetland development. The County utilizes the wetland inventory maps. Mr. Furman explained that during the site plan process, DEP, the Water Management District and Army Corps of Engineers will require hydrologic studies if it is suspected that wetlands exist. There is, however, nothing that prevents an individual from selling their land, regardless of whether it is suspected to be wetlands.

Mr. Richards suggested that directing group efforts in terms of “residential activism” at the State level can be effective. It was suggested that action item #43 be updated with a new goal.

Mr. Schmidt stated that Holley by the Sea Master Plan is nearly complete and will probably be presented at a BOCC meeting in January. Mr. Gomillion stated that we will communicate with Holley by the Sea board members.

Ms. Fitzgerald summarized the timeline for the Hazard Mitigation Plan Update. The LMS committee will meet again in December. A draft of the plan will be placed on County website, and we will hold public meetings. BOCC approval will be required prior to submitting to State. The State may ask us to make revisions. If there is a need for committee to meet monthly until approval, we will. Once plan is approved, LMS committee will meet quarterly.

Mr. Walker closed the meeting at 2:58 p.m.