

**LOCAL MITIGATION STRATEGY WORKING GROUP (LMS/WG) MINUTES
OCTOBER 18, 2017, MEETING**

Room 1 of the Bert Harris, Jr. Agricultural Center,
4509 George Blvd. Sebring, FL.

Attendance:

VOTING MEMBERS *

Scott Canaday, HCEM, Chair
Jason Lister, AP
Joe Barber, LP
Libby Pigman, SFWMD (abs)
Ken Fields, SB
David Solomon, HCSB (abs)

Bill Trucano, OBBA, V-Chair
Joe DeBree, FFS
Mike Willingham, SAA (abs)
Clay Shrum, SLID
Keith Loweke, SFSC (abs)
Omar DeJesus, SNLID (abs)

* Present unless otherwise indicated

Excused (exc)

Absent (abs)

County Staff:

Melony Culpepper, Planner

Guests:

Reverend Richard Norris

Preston Colby

1. **CALL TO ORDER, OPENING PROTOCOL AND INTRODUCTION OF MEMBERS AND GUESTS: 8:00 A.M.**
2. **ROLL CALL:**
With seven members in attendance, a quorum was established.
3. **SUBSTANTIATION OF PUBLIC NOTICE PER FLORIDA STATUTE CH. 286.**
4. **CONSENT AGENDA:**
 - A. Approval of July 19, 2017, LMS/WG Meeting Minutes.

Motion to approve, Barber/Shrum, the July 19, 2017, minutes. The motion passed unanimously.

5. OLD BUSINESS/UNFINISHED BUSINESS:

- A. **Post Project Evaluation Criteria** – Mr. Colby suggested that evaluation criteria be added to quantify whether the project was successful or not. Mr. Trucano stated that he believed that the Feasibility of Implementation criteria met this requirement. Mr. Colby recommended changing the word Feasibility to Objectivity. Due to these criteria being based on the initial project criteria, it was decided that Feasibility should not be changed. Mr. Barber stated that he did not feel that the LMS/WG

should be evaluating the success of the project; just evaluating the completion of the project. He believes that once the grant funds are awarded, it should be the responsibility of the maintaining entity to ensure the success of the project.

Motion to approve the proposed post project evaluation criteria as presented, Barber/Shrum. The motion passed unanimously.

6. NEW BUSINESS:

- A. Election of Officers for Calendar Year 2018.** Staff informed the LMS/WG that October is the last quarterly meeting for calendar year 2017. Therefore, the election of Officers must occur per the adopted Bylaws of the Highlands County Mitigation Strategy Working Group.

**Motion to nominate Mr. Scott Canaday as Chairman, Barber/Fields.
With no other nominations or discussion, the motion passed unanimously.**

**Motion to nominate Mr. Bill Trucano as Vice-Chairman, Shrum/Lister.
With no other nominations or discussion, the motion passed unanimously.**

- B. Invitation to Participate.** Staff prepared a written *Invitation* for participation in the LMS/WG per Florida Administrative Code 27P-22.004. A copy of the written invitation and notice for the local newspaper was provided and will be published in the Highlands News-Sun on October 29th. Staff requested that each member provide this information to their agency. If their agency would like to continue representation on the LMS/WG, please submit a letter on your agencies letterhead, to the Highlands County Development Services Department, Attention Susan BuChans, by November 22, 2017. In December, the agency will be presented to the Board of County Commissioner for approval.

- C. Review, Evaluate the Effectiveness of, and Revise the LMS Plan due to Hurricane Irma/Annual LMS Update per Florida Administrative Code 27P-22.004** – Mrs. Culpepper explained that the Florida Department of Emergency Management suggested that the LMS/WG review the Critical Facilities List and current initiatives to determine if updates need to be made due to Hurricane Irma. Mr. Lister asked that the Critical Facilities List be reorganized to separate hazardous materials facilities from the rest of the list. The list will be broken into two groups; Public Facilities and Hazardous Materials Facilities. Chair Canaday asked the group to review the Critical Facilities List and provide Mrs. Culpepper with information on any facilities that need to added, removed, or revised.

Mr. Colby stated that the application for initiatives is based on Mitigation 20/20™ Software. Mrs. Culpepper explained that the software is not utilized to score the initiatives; the application form is used and the LMS/WG scores the initiatives together. Chair Canaday asked that the references to Mitigation 20/20™ be removed from the application.

Chair Canaday stated that some of the jurisdictions may have new initiatives that need to be added due to Hurricane Irma. Mr. Colby suggested that this meeting be continued to a later date, so that any new initiatives may be received and scored by the LMS/WG in a timely manner for future grant opportunities arising from Hurricane Irma. A consensus was reached to continue this meeting at 8:00 a.m. on November 16, 2017 in the same room.

RECESSED:

The meeting recessed at 9:09 a.m. and will continue on Thursday, November 16, 2017.

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**LOCAL MITIGATION STRATEGY WORKING GROUP (LMS/WG) MINUTES
NOVEMBER 16, 2017, MEETING**

Room 1 of the Bert Harris, Jr. Agricultural Center,
4509 George Blvd. Sebring, FL.

Attendance:

VOTING MEMBERS *

Scott Canaday, HCEM, Chair
Jason Lister, AP (abs)
Joe Barber, LP
Libby Pigman, SFWMD (abs)
Ken Fields, SB
David Solomon, HCSB

Bill Trucano, OBBA, V-Chair
Joe DeBree, FFS
Mike Willingham, SAA (abs)
Joe DeCerbo, SLID
Keith Loweke, SFSC
Omar DeJesus, SNLID (abs)

* Present unless otherwise indicated

Excused (exc)

Absent (abs)

County Staff:

Susan BuChans, Planner
Melony Culpepper, Planner

Guests:

Reverend Richard Norris
Preston Colby

1. **CALL TO ORDER, OPENING PROTOCOL AND INTRODUCTION OF MEMBERS AND GUESTS: 8:00 A.M.**
2. **ROLL CALL:**
With seven members in attendance, a quorum was established. Mr. Fields arrived after roll call, bringing the attendance to eight members.
3. **SUBSTANTIATION OF PUBLIC NOTICE PER FLORIDA STATUTE CH. 286.**
4. **RECONVENE:**
The meeting reconvened on November 16, 2017 at 8:00 a.m.
5. **OLD BUSINESS/UNFINISHED BUSINESS:**
 - A. **Review, Evaluate the Effectiveness of, and Revise the LMS Plan due to Hurricane Irma/Annual LMS Update per Florida Administrative Code 27P-22.004** – Mr. DeBree asked Staff to double check if the Sebring Forestry Station was added to the Critical Facilities List. The Project List, Critical Facilities List, and Initiatives by Priority Score will be further updated following the review of Item 6.A. and 6.B. The LMS/WG did not have any additional updates.

6. NEW BUSINESS:

A. Spring Lake Improvement District Updated Initiatives

1. Canal Restoration

The LMS/WG reviewed the application and assigned a priority score of 26 based on the approved Prioritization Chart.

2. Rehabilitate Levees

The LMS/WG reviewed the application and assigned a priority score of 28 based on the approved Prioritization Chart.

3. Rehabilitate Pump Station and Add Generator

The LMS/WG reviewed the application and assigned a priority score of 27 based on the approved Prioritization Chart.

4. Rehabilitate Water Control Structures

The LMS/WG reviewed the application and assigned a priority score of 28 based on the approved Prioritization Chart.

B. Town of Lake Placid New Initiatives

1. Lift Station Backup Generators

The LMS/WG reviewed the application and assigned a priority score of 25 based on the approved Prioritization Chart.

2. Magnolia Water Treatment Plant Backup Generator

The LMS/WG reviewed the application and assigned a priority score of 28 based on the approved Prioritization Chart.

Motion to approve initiatives and priority scores, Barber/Loweke.

7. PUBLIC COMMENT ON INITIATIVES/PROJECTS OR OTHER PUBLIC INPUT:

Mr. Colby questioned the validity of some of the cost estimates in the initiative applications. The LMS/WG explained that these numbers are estimates only and will be more detailed in the grant applications that are submitted. Mr. DeCerro suggested that the applications and prioritization criteria be reviewed by our representatives for the Florida Department of Emergency Management. Chair Canaday instructed Staff to proceed with completing this task.

8. NEXT LMS MEETING: The next meeting will be January 17, 2018. The meetings will be held in Room 1 of the Bert Harris, Jr. Agricultural Center from now on.

9. ADJOURNMENT: The meeting adjourned at 8:50 A.M.