

XIII. MINUTES AND AGENDAS

Included below are the meeting agendas and summaries of the 2009-2010 Local Mitigation Strategy re-write process for Levy County. The county has maintained a active LMS working group. All annual updates have been meet by the staff of the county. These updates include the updates to the working group rooster, updates to the project list as well as meeting all minimum meeting standards. The county prides itself for maintaining this program. The included agendas and meeting summaries represent the process of the re-write starting in February 2009.

**LEVY COUNTY
LOCAL HAZARD MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – February 25, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Review Scope of Work**
- 3. Membership of the Working Group**
- 4. Forms Approval**
 - Project Nomination
 - Project Ranking Sheet
 - Project Eligibility Sheet
- 5. Next Meeting**
- 6. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

**Levy County Emergency Operation Center, Bronson
February 25, 2009**

Meeting Summary

Attendees:

Mark Johnson, Levy County Emergency Management Director
Leetha Keene, Levy County Emergency Management
Michael Arnold, WRPC

Welcome and Introductions

Levy County Emergency Management and staff of the Withlacoochee Regional Planning Council were represented at the meeting. Meeting was called to order at 9:50 am.

Review of Scope of Work

The first deliverable of the scope of work was reviewed for understanding regarding administration. It has been requested that items 2, 3 and 4 be addressed in greater detail regarding how the points are being carried out. Staff of the Withlacoochee Regional Planning Council will provide a written response to this request and will submit with the meeting summary.

Membership and Working Group

Based on the existing working group list, all members were contacted and received notice of the rewrite process starting in March. Some communities will provide new members for contact and other existing members will continue to participate. There are approximately three entities that were not successfully contacted. Leetha Keene will provide follow up contact and relay their information to staff for inclusion on the initial outreach email to the working group.

It has been decided to utilize the LevyDisaster.com website to post meeting agendas and updates to the rewrite process. It was also recommended that staff contact Fred Moody to post the agenda for proper public notice at the county facility used for notices.

Forms Approval

It was mentioned briefly the forms from last year will be reused and updated as needed.

Next Meeting

March 27, 2009 at 10:00 a.m. at the Levy County EOC

Adjourn- 11:30 a.m.

**LEVY COUNTY
LOCAL HAZARD MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – March 27, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Membership of the Working Group**
 - New and Return Members
 - Establish Membership and voting parameters
- 3. Review Rewrite Process**
 - Project Timeline**
 - Benchmark one**
 - All hazard descriptions
 - Hazards and vulnerability analysis
 - Benchmark two**
 - Mitigation strategy and goals
 - Solicitation of projects
 - Project evaluation and scoring
 - Benchmark three**
 - Document production and draft
 - Draft approval and submission
- 4. Project success**
 - Expectations
 - Questions for me?
- 5. Next Meeting- April 24, 10:00 A.M.**
- 6. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY****Levy County Emergency Operation Center, Bronson
March 27, 2009****Meeting Summary****Attendees:**

Ron Grant, Levy Planning Commission
Dick Kellman, Town of Inglis
Danny Wallace, City of Williston
Pat O'Neal, City of Cedar key
Robert Kerr, City of Fanning Springs
Larry Feldhusen, Town of Yankeetown
Grace Benton, Levy Building and Zoning
Cheryl Nekola, City of Fanning Springs
Mark Johnson, Levy County Emergency Management Director
Leetha Keene, Levy County Emergency Management
Michael Arnold, WRPC

Welcome and Introductions

Levy County Emergency Management welcomed all in attendance to the kick off meeting of the Local Mitigation Strategy (LMS) and staff of the Withlacoochee Regional Planning Council. The meeting was called to order at 10:10 a.m. All present for the meeting introduced themselves to the working group.

Membership of the Working Group

The group decided that the working group would consist of return members on the existing roster. The criterion for membership was anyone who had an active role in a city, department of agency in Levy County. It was also agreed upon with a motion and a second that the voting parameters would be seven members with no distinction of primary or alternate status but that if multiple people from the same agency were present, their agency would still receive one vote.

Review of the Rewrite Process

Staff of the Withlacoochee Regional Planning Council laid out a ground work of benchmarks to achieve the goal of a complete rewritten LMS plans to be completed by the due date of April 24, 2010. This will include three definitive benchmarks. The first benchmark consisted of Hazard Descriptions and the vulnerability analysis for each city and the county at large. These main components of this are community profiles and critical facilities and infrastructure.

The second benchmark is to create a mitigation strategy or a plan on what to emphasize as the counties needs. The working group will each go back to their respective community and solicit input regarding what they felt was their greatest needs. These needs would be presented as projects to achieve the adequate mitigation of this vulnerability or threat and then they would be scored based on a matrix as laid out by evaluation techniques. From here they would be voted upon and scored to be entered into a project list.

The last benchmark was the community endorsement and document production for submission for review. This is anticipated to be in the month of September or November, 2009.

Project Success

It is the responsibility of the LMS working group members to keep their city, departments of agencies informed to the group's progress and direction. They will provide feedback, all correspondence and represent the needs of their city or department to the LMS.

Homework

It was requested that staff provide so called homework for working group members to have a idea on what is needed of them for the following meeting during the rewrite process. At the moment, hazard descriptions and community profiles will be addressed at the April meeting. It is advised that members be prepared to talk about their community with regards to the profiles. Members will also need to be prepared to discuss hazards descriptions and if they would like to update the language of them as written in the 2005 plan.

Next Meeting

April 24, 2009 at 10:00 a.m. at the Levy County EOC

Adjourn- 11:30 a.m.

**LEVY COUNTY
LOCAL HAZARD MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – April 24, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Section Three- Community Guiding Principals
(Goals and Objectives)**
- 3. Section Five- County and Community Profiles**
- 4. Section Six- Hazards and Situations
(Vulnerabilities Analysis)**
- 5. Next Meeting- may 29, 10:00 A.M.**
- 6. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

**Levy County Emergency Operation Center, Bronson
April 24, 2009**

Meeting Summary

Attendees:

Mark Johnson, Levy County Emergency Management Director
Pat O’Neal, City of Cedar Key
Danny Wallace, City of Williston
Robert Kerr, City of Fanning Springs
Ron Grant, Levy Planning Commission
Bill Hammond, City of Chiefland
Robert Kubistek, City of Yankeetown
Craig Miller, Fowlers Bluff
John Cook, Fowlers Bluff
Kelli Brettel, Town of Bronson
Cheryl Nekola, City of Fanning Springs
Dick Kellman, Town of Inglis
Michael Arnold, WRPC

Welcome and Introductions

Mark Johnson, Director of Levy County Emergency Management and committee chairman welcomed all in attendance to the kick off meeting of the Local Mitigation Strategy (LMS) Mark handed the meeting over to Michael Arnold, staff to the committee. The meeting was called to order at 10:10 a.m. All present for the meeting introduced themselves to the working group.

Community Guiding Principals

The group was all given a copy of the Goals and Objectives from section three of the existing strategy. This section, titled Community Guiding Principals contains a set of goals and objectives put forth during the previous rewrite of the LMS in 2005. Discussion took place amongst the group regarding the existing plan’s language. Through conversation, it was determined that these goals and objectives were acceptable in their full content to would be acceptable for continued use by the group. There was a motion by Pat O’Neal and a second by Danny Wallace to continue to use these guiding principals. The working group unanimously voted to continue their use.

County and Community Profiles

Each city and county representative was given a copy of their community profile as it exists in the current plan. They were asked to update it and make changes as needed. A point of clarification was made that they were to follow their own internal procedures if needed for this text update. They are to seek and receive all needed approvals prior to submission of corrected community profile for inclusion on changes into the rewrite process. Conversation also included the purpose of the projects section of the profile. Staff stated that this section would be updated to reflect their project cities specific elements of the project list once it is updated.

Hazards and Situations

A copy of Section six, vulnerability analysis was given to all members for their review. Staff has noted that historic events will need to be updated. Emergency Management staff will work with the Withlacoochee Regional Planning Council to get these up to date. Staff has given the opportunity for all those participating on the LMS to take these sections back to their cities and towns for input and that the group will continue to work on their updates as needed.

Homework-

The homework for the May meeting will be to gather updates to the community profiles and to submit any changes they might request of the group with regards to the vulnerability analyses. Members are to also start working on submissions for the project list to represent the needs of their community.

Next Meeting-

May 29, 2009 at 10:00 a.m. at the Levy County EOC

Adjourn- 11:30 a.m.

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – May 29, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Section Five- County and Community Profiles**
Progress Reports
- 3. Section Six- Hazards and Situations**
(Vulnerabilities Analysis) Progress Reports
- 4. Project Lists and Awards**
- 5. Grant Resources**
- 6. Next Meeting- June 26, 10:00 A.M.**
- 7. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

**Levy County Emergency Operation Center, Bronson
May 29, 2009**

Meeting Summary

Attendees:

Mark Johnson, Levy County Emergency Management Director
Ron Grant, Levy Planning Commission
Dick Kellman, Town of Inglis
Rob Corbitt, Levy County Development Department
Jimmy Dunford, Town of Bronson
Kelli Brettel, Town of Bronson
Danny Wallace, City of Williston
Bruce Greenlee, Levy County Road Department
Pat O'Neal, City of Cedar Key
Laurie Copland, City of Chiefland
Al Hardee, Levy County property Appraisers Office
Robert Kerr, City of Fanning Springs
Cheryl Nekola, City of Fanning Springs
Larry Feldhusen, Town of Yankeetown
Michael Arnold, WRPC

Welcome and Introductions

Mark Johnson, Director of Levy County Emergency Management and committee chairman welcomed all in attendance to the kick off meeting of the Local Mitigation Strategy (LMS), Mark handed the meeting over to Michael Arnold, staff to the committee. The meeting was called to order at 10:10 a.m. All present for the meeting introduced themselves to the working group.

County and Community Profiles

At the April meeting of the working group, each city and county representative was given a copy of their community profile as it exists in the current plan. They were asked to update it and make changes as needed. The Town of Inglis submitted a brief letter outlining their desired changes. It was asked of the group to continue to pursue their desired community profile changes and submit them in a similar format in a letter as provided by the Town of Inglis.

Hazards and Situations

A copy of Section six, vulnerability analysis was given to all members for their review. The working group and staff again briefly reviewed this section. The working group has directed staff to expand upon page VI-6, mass migration to include elements of Seasonal Population, Hidden Population (Migrant) and the increase in Permanent Population to reflect the counties growing year long population of permanent residents.

Project Lists and Awards

Staff has provided a copy of several informative publications regarding funding availability. These pieces included Emergency management Preparedness and Assistance (EMPA) competitive municipal and general grant awards, Rule 9G-19, FEMA Hazard Mitigation Grant program (HMGP), notice of Rural Area of Critical Economic Concern (RACEC) designation and Hazard Mitigation Assistance (HMA). At the request of the group during the April meeting, staff also provided copies of the current project list both ranked and unranked as well as a list of project awards from the 2004 hurricane season of Charley, Frances and Jeanne.

The working group reviewed all projects currently listed on the project list and noted the status of each project. Those that are completed were removed and others were noted as working or in process. It has been requested that each agency with a project resubmit their project with a more current project status, description and price. Once these projects are resubmitted, they will be re-evaluated and listed on a revised ranked project list.

Homework

The homework for the June meeting will be submitting updates to the community profiles. Members are to also start working on submissions for the project list to represent the needs of their community. This will include both existing projects as well as new projects.

Next Meeting

June 26, 2009 at 10:00 a.m. at the Levy County EOC

Adjourn 11:40 a.m.

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – June 26, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Section Five- County and Community Profiles**
Progress Reports
- 3. Section Six- Hazards and Situations**
(Vulnerabilities Analysis) Text Update
- 4. Project Lists and Awards Project Submission**
- 5. Section Nine- Historic Flooding Events**
- 6. Grant Resources**
- 7. Ongoing Outreach**
- 8. Next Meeting- July 31, 10:00 A.M.**
- 9. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

**Levy County Emergency Operation Center, Bronson
June 26, 2009**

Meeting Summary

Attendees:

Mark Johnson, Levy County Emergency Management Director
Ron Grant, Levy Planning Commission
Bill Lake, Town of Inglis
Dick Kellman, Town of Inglis
Larry Feldhusen, Town of Yankeetown
Joshua Wilson, City of Cedar Key
Jimmy Dunford, Town of Bronson
Kelli Brettel, Town of Bronson
Cheryl Nekola, City of Fanning Springs
Danny Wallace, City of Williston
Michael Arnold, WRPC

Welcome and Introductions

Mark Johnson, Director of Levy County Emergency Management and committee chairman welcomed all in attendance to the Local Mitigation Strategy (LMS), Mark handed the meeting over to Michael Arnold, staff to the committee. The meeting was called to order at 10:05 a.m. All present for the meeting introduced themselves to the working group.

County and Community Profiles

At the May meeting of the working group, the Town of Inglis submitted a copy of their desired community profile changes. Staff returned an updated community profile reflecting the requested changes. Members of the town present at the meeting approved of the changes. It was asked of the group to continue to pursue their desired community profile changes and submit them in a similar format to the letter as provided by the Town of Inglis.

Hazards and Situations

Previously a copy of section six, vulnerability analysis was given to all members for their review. The working group has directed staff to expand upon page VI-6, Mass Migration to include elements of Seasonal Population, Hidden Population (Migrant) and the increase in Permanent Population to reflect the counties growing year round population of permanent residents. Staff returned an updated copy of this section reflecting the desired changes. These changes were unanimously accepted by the group. One follow up item will be the approximate figure of undocumented workers in the county; Mark Johnson will follow up on this figure and provide it back to staff.

Project Lists and Awards

The working group in previous meetings has reviewed all projects currently listed on the project list and noted the status of each project. As part of this process, those that are completed were removed and others were noted as working or in process. It has been requested that each agency with a project resubmit their project with a more current project status, description and price. Staff has asked that all projects be submitted for evaluation by the July meeting. Projects that are submitted will be evaluated and scored for the project list. The creation of a ranked and/ or unranked project lists will be determined in a future meeting.

Historic Flooding Events

Copies of section nine- historic flooding events were given to all in attendance. It was asked of the group to update these sections and return them with any desired corrections. Recent events on the Suwannee River and 2003 flooding were talked about for possible inclusion in the plan rewrite. It has been requested that any desired changes be submitted for the July 24 meeting.

Grant Resources

Information was give to the working group regarding the notice of Pre Disaster Mitigation funding availability from State Division of Emergency Management. Copies of the notice as well as state information were distributed and encouraged to peruse.

Ongoing Outreach

The group was reminded if there are any community partners who they feel should participate in the Local Mitigation Strategy rewrite process, for them to provide the staff or emergency management information for inclusion in the process.

Homework

The homework for the July meeting will be submitting updates to the community profiles. Also for the July meeting, any updates to the historic flooding events description for each city and town will be turned in. Lastly, members are to finalize submissions for the project list to represent the needs of their community. This will include both existing projects as well as new projects.

Staff has requested that in order that the rewrite process to remain on track, all projects are submitted prior or on the day of next meeting for consideration. The working group will consider and score all projects at the July 24 meeting.

It is critical that you submit your projects and are here to participate in the evaluation.

Next Meeting

July 24, 2009 at 10:00 a.m. at the Levy County EOC

Adjourn-11:15 a.m.

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – July 24, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Section Five- County and Community Profiles**
Progress Reports, Updates
- 3. Section Six- Hazards and Situations**
(Vulnerabilities Analysis) Text Update
- 4. Project Submission, Evaluation and Discussion**
- 5. Grant Resources**
- 6. Ongoing Outreach**
- 7. Next Meeting- August 28, 10:00 A.M.**
- 8. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

**Levy County Emergency Operation Center, Bronson
July 24, 2009**

Meeting Summary

Attendees:

Mark Johnson, Levy County Emergency Management Director
Cheryl Nekola, City of Fanning Springs
Danny Wallace, City of Williston
Kelli Brettel, Town of Bronson
Jimmy Dunford, Town of Bronson
Larry Feldhusen, Town of Yankeetown
Bill Lake, Town of Inglis
Ron Grant, Levy Planning Commission
Michael Arnold, WRPC

Welcome and Introductions

Mark Johnson, Director of Levy County Emergency Management and committee chairman welcomed all in attendance to the Local Mitigation Strategy (LMS). Mark spoke briefly about the newly purchased and available satellite phones for each of the communities in Levy County for the upcoming storm season. Mark noted that these phones were acquired through mitigation funds and were available for use throughout the county during declared emergencies. From here, he handed the meeting over to Michael Arnold, staff to the committee. The meeting was called to order at 10:05 a.m.

County and Community Profiles

Members of the working group were asked to continue to pursue their desired community profile changes and submit them in to staff for changes to be made.

Hazards and Situations

In past meetings changes were requested and made to section six, Vulnerability Analysis. A updated section six was given to Levy County Emergency Management their review. Once reviewed, staff will follow up on the approximate figure of undocumented workers in the county; Mark Johnson will follow up on this figure and provide it back to staff.

Project Lists and Awards

Working group members present submitted projects and scored them based on the previously used scoring matrix. The scoring of these projects took the majority of the scheduled meeting time thus the scheduling of another meeting in two weeks for more project evaluation and scoring. Listed below are the projects submitted by each agency:

Town of Bronson

3 phase Generator for Town hall and Fire Station
Emergency Generator for Sewer Lift Stations

Storm Drainage on Oak Street

City of Fanning Springs

City of Fanning Springs Phase I and II Generator Installation
City of Fanning Springs Sewer Project
City of Fanning Springs Expansion of Fire Department Facility
City of Fanning Springs US 19 Storm Water Project

Town of Yankeetown

Inglis-Yankeetown potable Water Interconnect
Yankeetown Volunteer Fire Rescue VHF Communication
Establish Back-Up Emergency Operations and preparedness Center

City of Williston

Generator for Hospital Lift Station
Generator for Williston Elementary School

Projects expected for the August 14 meeting include City of Chiefland, City of Inglis and Levy County. Others will be accepted for evaluation and scoring at the August 14 meeting. Those who are not scored on the 14 or have not been submitted will be evaluated at the August 28 meeting.

Grant Resources

A opportunity for discussion was given for anyone who had found new grant resources or who had success with existing resources. The only mention of resources was the July 10 deadline for Stimulus funding from the Federal Government. Those who submitted for this were awaiting results.

Ongoing Outreach

The group was reminded if there are any community partners who they feel should participate in the Local Mitigation Strategy rewrite process, for them to provide the staff or emergency management information for inclusion in the process.

Homework

The homework for the August meeting will be submitting updates to the community profiles. Second, members are to finalize submissions for the project list to represent the needs of their community. This will include both existing projects as well as new projects. Staff has requested that in order that the rewrite process to remain on track, all projects are submitted prior or on the day of next meeting for consideration. The working group will consider and score all remaining and new projects at the August 14 and 28 meetings.

It is critical that you submit your projects and are here to participate in the evaluation.

Next Meeting

August 14 and 28, 2009 at 10:00 a.m. at the Levy County EOC

Adjourn-11:15 a.m.

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – August 14, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Section Four- County Profile Update**
- 3. Section Five- Community Profiles
Progress Reports, Updates**
- 4. Project Submission, Evaluation and Discussion**
- 5. Grant Resources**
- 6. Ongoing Outreach**
- 7. Next Meeting- August 28, 10:00 A.M.**
- 8. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

**Levy County Emergency Operation Center, Bronson
August 14, 2009**

Meeting Summary

Attendees:

Mark Johnson, Levy County Emergency Management Director
Ron Grant, Levy Planning Commission
Bill Hammond, City of Chiefland
Dick Kellman, Town of Inglis
Danny Wallace, City of Williston
Josh Wilson, Cedar Key
Robert Kerr, City of Fanning Springs
Larry Feldhusen, Town of Yankeetown
Michael Arnold, WRPC

Welcome and Introductions

Mark Johnson, Director of Levy County Emergency Management and committee chairman welcomed all in attendance to the Local Mitigation Strategy (LMS) and called the meeting to order. From here, he handed the meeting over to Michael Arnold, staff to the committee. The meeting was called to order at 10:10 a.m.

County and Community Profiles

Members of the working group were asked to continue to pursue their desired community profile changes and submit them in to staff for changes to be made. Staff noted that all requested changes have been made and it was asked for a copy of Section Five to be sent out to the working group.

Project Lists and Awards

Working group members present submitted projects and scored them based on the previously approved scoring matrix. The scoring of these projects took the majority of the scheduled meeting time thus the scheduling of another meeting in two weeks for more project evaluation and scoring. Listed below are the projects submitted by each entity:

Town of Chiefland

Generator for Chiefland City Hall
Emergency Stand-by Generator for Chiefland Fire Department
Storm Shutters for Police and Building Departments

City of Williston

Generator for Fire and Police Station with 24 Hour dispatch
Drainage Improvements to NW 4th Street

Town of Yankeetown

- Yankeetown- Implement Stormwater Management Plan
- Yankeetown- Develop Stormwater Management Plan

City of Inglis

- Purchase and Install 12K Generator at Inglis Town Hall
- Enlarge Culverts, Widen Bridge and Provide Safety Bumpers at palm Street
- Pave Critical Evacuation Route of Gladys Street from hammock Road to U.S. 19
- Town of Inglis Sewer System Feasibility Study
- Construct Addition to Fire Station for Central Command Headquarters and Storage Space for Additional Fire Equipment

Projects expected for the August 28 meeting include City of Chiefland and Levy County. Others will be accepted for evaluation and scoring at the August 28 meeting. All final projects will need to be submitted for evaluated at the August 28 meeting.

Grant Resources

No new grant resources were noted by those in attendance. Staff will continue to share information regarding opportunities as they become available.

Ongoing Outreach

The group was reminded if there are any community partners who they feel should participate in the Local Mitigation Strategy rewrite process, for them to provide the staff or emergency management information for inclusion in the process.

Homework

The homework for the August 28 meeting will review changes made to the community profiles. Second, members are to finalize submissions for the project list to represent the needs of their community. This will include both existing projects as well as new projects. Staff has requested that in order that the rewrite process to remain on track, all projects are submitted prior or on the day of next meeting for consideration. The working group will consider and score all remaining and new projects at the August 28 meetings.

It is critical that you submit your projects and are here to participate in the evaluation.

Next Meeting

August 28, 2009 at 10:00 a.m. at the Levy County EOC

Adjourn-11:35 a.m.

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – August 28, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Reminders: Please Provide Updates for**
Section Four- County Profile Update
Section Five- Community Profiles
- 3. Project Submission, Evaluation and Discussion**
List Discussion
- 4. Status Updates:**
Grant Resources
Ongoing Outreach
- 5. Future Schedule:**
Document production
Review Period
State Review
- 6. Next Meeting- September 25, 10:00 A.M.**
- 7. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

**Levy County Emergency Operation Center, Bronson
August 28, 2009**

Meeting Summary

Attendees:

Mark Johnson, Levy County Emergency Management Director
Ron Grant, Levy Planning Commission
Robert Kerr, City of Fanning Springs
Dick Kellman, Town of Inglis
Larry Feldhusen, Town of Yankeetown
Laurie Copeland, City of Chiefland
Kelli Brettel, Town of Bronson
Danny Wallace, City of Williston
Jimmy Dunford, Town of Bronson
Michael Arnold, WRPC

Welcome and Introductions

Mark Johnson, Director of Levy County Emergency Management and committee chairman welcomed all in attendance to the Local Mitigation Strategy (LMS) and called the meeting to order. From here, Mark Johnson handed the meeting over to Michael Arnold, staff to the committee. The meeting was called to order at 10:00 a.m.

Reminders

Members of the working group were reminded if they desired any changes to their community profile or the county profile, for them to submit them in to staff for changes to be made. Staff reminded the group that all requested changes have been made and that a copy of all changes had to be sent out to the working group. Staff reminded that if any future or additional changes are needed, they would have until the end of September to make the request.

Project Lists and Awards

Working group members present submitted projects and scored them based on the previously approved scoring matrix. Listed below are the projects submitted by each entity:

Levy County

800 MHZ Communications Tower in Cedar Key
800 MHZ Communications Tower in Williston
CR 335 Road Way Improvement

City of Chiefland

Emergency Operations Center Equipment

Town of Yankeetown

Yankeetown- Waste Water Feasibility Study

The above projects were received and voted upon by the members present. As with previous projects scored, an average of the evaluations were taken and assigned to the project for its official “score”. Once this was completed, staff entered the above projects into a spread sheet with all projects previously received and scored on August 14 and 28. From here, an ranking was created by sorting the file in descending order based on the score.

A motion was made by Mark Johnson and seconded by Danny Wallace that the group accept this list as the official ranked project list for the Local Mitigation Strategy. All present were in favor of this motion and voted unanimously to adopt the recommendation of the motion. Conversation regarding future or additional projects took place after this vote.

The group decided that for this who wish to submit additional projects can send them electronically to staff who will in turn send the project along with a evaluation sheet out to the membership. Staff will be give a time frame for the working group to make their evaluation and return their score. Staff will in turn update the project list and the ranked list and send the updates back out to the group for their records. A motion was made by Robert Kerr and seconded by Ron Grant to follow the above procedures. All present were in favor of this motion and voted unanimously to adopt the recommendation as the procedure for suture project additions during the rewrite process.

Grant Resources

No new grant resources were noted by those in attendance. Staff will continue to share information regarding opportunities as they become available.

Ongoing Outreach

The group was reminded if there are any community partners who they feel should participate in the Local Mitigation Strategy rewrite process, for them to provide the staff or emergency management information for inclusion in the process.

Future Schedule

The rewrite of the Local Mitigation Strategy will proceed with the following steps. Staff will continue to update the plan section by section and bring it into compliance with the standards of the crosswalk for submission. As sections are updated, staff will send them out to the working group for review. At the September meeting, a draft update of the sections will be presented to the working group. A final opportunity will be given for feedback and corrections.

Once endorsed by the working group, the plan will be submitted for review by the State. Depending on the level of feedback and the required action to be taken, the working group may or may not convene to make the appropriate changes. Once given a final approval by the State, each participating agency will need to adopt the plan by resolution.

Homework

The homework for the September 25 meeting will be to review all correspondence from staff to the working group. Be prepared to discuss changes needed. Submit any changes that's have not yet been made to staff.

It is critical that you are here to participate in the evaluation of the entire plan at the next meeting.

Next Meeting

September 25, 2009 at 10:00 a.m. at the Levy County EOC

Adjourn-11:25 a.m.

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – September 25, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Section Review:**
 1. Introduction
 2. Local Mitigation Strategy Working Group
 3. Community Guiding principals
 4. Levy County Profile
 5. Community Profiles
 6. Hazards and Situations
- 3. Upcoming Sections for Review:**
 7. Critical Facilities Inventory
 8. Hazard Identification and Vulnerability Assessment
 9. Historic Flooding Events
 10. Vulnerability
 11. Repetitive Losses
 12. Hazard Mitigation Projects and Initiatives
 13. Funding Sources for Mitigation Projects
 14. Recommendations
 15. Administration
 16. Minutes and Agendas
- 4. Status Updates:**
 - Grant Resources
 - Ongoing Outreach
- 5. Future Schedule:**
 - Document Production, Review Period, State Review
- 6. Next Meeting- October 16 or 30, 10:00 A.M.**
- 7. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

Levy County Emergency Operation Center, Bronson
September 25, 2009

Meeting Summary

Attendees:

Mark Johnson, Levy County Emergency Management Director
Laurie Copeland, City of Chiefland
Ron Grant, Levy Planning Commission
Danny Wallace, City of Williston
Jimmy Dunford, Town of Bronson
Michael Arnold, WRPC

Welcome and Introductions

Mark Johnson, Director of Levy County Emergency Management and committee chairman welcomed all in attendance to the Local Mitigation Strategy (LMS) and called the meeting to order. From here, Mark Johnson handed the meeting over to Michael Arnold, staff to the committee. The meeting was called to order at 10:15 a.m.

Section Rewrite Review

The main purpose of the meeting was to enter into the document writing and reviewing phase. Staff electronically mailed the first 6 sections ready for review to the working group. Discussion by staff and those present from the working group reminded that if any future or additional changes are needed, the time to make the request was drawing to a close. While only four members were present, review and suggestions were still received by staff. The first 6 sections reviewed were:

1. Introduction
2. Local Mitigation Strategy Working Group
3. Community Guiding principals
4. Levy County Profile
5. Community Profiles
6. Hazards and Situations

The working group also reviewed section 7, Critical Facilities Inventory. It was advised by the county that the list was till accurate and that no known changes were needed at this time but a review will take place to verify this. Staff commented that the following sections still need review and updating.

8. Hazard Identification and Vulnerability Assessment
9. Historic Flooding Events
10. Vulnerability
11. Repetitive Losses
12. Hazard Mitigation Projects and Initiatives
13. Funding Sources for Mitigation Projects

- 14. Recommendations
- 15. Administration
- 16. Minutes and Agendas

While many of these sections are being worked on, they are more in the support aspect of the overall document and will not need as many modifications. Members present requested that documents be produced in Word and .PDF formats. Staff informed the working group that as all files are finalized, they will be converted and distributed. In this meeting, those present helped review and update sections one through seven. Many changes were made.

Status Updates

The working group and staff will be informed by The City of Chiefland regarding a funding opportunity that has become available through Plumb Creek for funding for a EOC generator. This is not a finalized project and will not impact their listing in the project list for a similar effort through the LMS. The group was reminded if there are any community partners who they feel should participate in the Local Mitigation Strategy rewrite process, for them to provide the staff or emergency management information for inclusion in the process.

Future Schedule

The group will meet again in 4 weeks for review of the remainder of sections. The working group will continue to be updated as files become final and to provide input for changes needed.

Next Meeting

October 30, 2009 at 10:00 a.m. at the Levy County EOC

Adjourn-11:30 a.m.

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

WORKING GROUP MEETING

2009-2010

Levy County Emergency Operations Center, Bronson – October 30, 2009

A G E N D A

- 1. Welcome and Introductions**
- 2. Section Review:**
 7. Critical Facilities Inventory
 8. Hazard Identification and Vulnerability Assessment
 9. Historic Flooding Events
 10. Vulnerability
 11. Repetitive Losses
 12. Hazard Mitigation Projects and Initiatives
 13. Funding Sources for Mitigation Projects
 14. Recommendations
 15. Administration
 16. Minutes and Agendas
- 3. Cedar Key Project Submission, Evaluation and Discussion**
- 4. Flood Plain management plan Annual progress Report Discussion**
- 5. Future Schedule:**

Document Production, Adoption Process, State Review
- 6. Next Meeting- Called As Determined**
- 7. Adjourn**

**LEVY COUNTY
LOCAL MITIGATION STRATEGY**

Levy County Emergency Operation Center, Bronson
October 30, 2009

Meeting Summary**Attendees:**

Mark Johnson, Levy County Emergency Management Director
Ron Grant, Levy Planning Commission
Robert Kerr, Fanning Springs
Laurie Copeland, City of Chiefland
Danny Wallace, City of Williston
Joshua Wilson, Cedar Key
Cheryl Nekola, Fanning Springs
Rob Corbitt, Levy County Development Department
Michael Arnold, WRPC

Welcome and Introductions

Mark Johnson, Director of Levy County Emergency Management and committee chairman welcomed all in attendance to the Local Mitigation Strategy (LMS) and called the meeting to order. Mark Johnson notified all those who attended that this meeting would be the last for the rewrite process. Michael Arnold, staff to the committee started discussion on the agenda. The meeting was called to order at 10:15 a.m.

Section Rewrite Review

This meeting continued the document preparation and reviewing phase. Staff reviewed the first six sections of the document with the working group at the previous meeting. The working group members reviewed and made suggestions for staff to make changes at the meeting. The reviewed sections were the following:

7. Critical Facilities Inventory
8. Hazard Identification and Vulnerability Assessment
9. Historic Flooding Events
10. Vulnerability
11. Repetitive Losses
12. Hazard Mitigation Projects and Initiatives
13. Funding Sources for Mitigation Projects
14. Recommendations
15. Administration
16. Minutes and Agendas

Staff of the Withlacoochee Regional Planning Council is preparing maps for plan submission. These will be very similar to the 2005 map series and changes will mainly reflect annexations that alter the city

boundary. While the text sections were reviewed, many changes were made. The group made two motions in support of the rewrite sections as well as staff in this process.

The first motion made by Mark Johnson and seconded by Laurie Copeland was to adopt the changes made to the reviewed sections by staff. This motion carried unanimously. The second motion was again made by mark Johnson and seconded by Danny Wallace and this motion allowed staff to make further changes to the plan as dictated by the needs of the crosswalk to create a work product to submit to the state. This motion was also carried unanimously.

Cedar Key Project Submission, Evaluation and Discussion

Joshua Wilson of Cedar Key presented four projects on behalf of cedar key. They are as follows:

- Portable Generators for Lift Stations- 15KW
- Generator for Community Center- 50 to 75 KW
- Hardening of Windows, Doors and Roof at Community Center
- Potable Water Filtration System for Community Center

The projects were discussed and evaluated by the working group members present. Evaluations were tallied and averaged for each project to create its score. These four projects will be added to the project list and ranked appropriately.

Flood Plain Management Plan

Rob Corbitt presented the Levy County floodplain management plan update to the LMS working group. The working group discussed this process and gave the update their approval. A motion by Rob Corbitt was seconded by Ron grant for formal adoption and support by the LMS for the floodplain management plans update.

Future Schedule

The group was again thanked for all their work and participation in the rewrite process. Staff informed the working group that the first submission of the LMS plan would be submitted to the state in two weeks. Staff asked that once a preliminary approval was received, they would be responsible to present this plan to their respective municipality for approval. Each member of the working group will be provided with a sample ordinance, a CD containing all sections, files of the map series and support information as needed for adoption. It will be up to each member to gain the proper support from their local government body.

Staff also noted that starting at some point in 2010, the LMS would return to a quarterly schedule for annual updates or as needed for action following storm declarations.

Next Meeting

Called as Determined

Adjourn-11:45 a.m.