



**BAY COUNTY**  
**LOCAL MITIGATION STRATEGY WORKING GROUP**  
Gulf Coast State College, Student Union Room East 232  
November 13, 2024 at 9:00 AM



**MEMBERSHIP**

**Emergency Management (Non-Voting)**

, Chairman  
Brandon Barrette, Coordinator  
Jennifer Wilburn, Recording Secretary

**Bay County Members**

Wayne Porter, Bay County  
Ian Crelling (ALT), Bay County  
Keith Bryant, Bay County (Co-Chair)  
Josee Cyr (ALT), Bay County  
Natasha Lithway, Bay County (Non-Voting)  
Kimberly Cummings, Bay County SO (Non-Voting)

**City of Callaway Members**

Eddie Cook, City of Callaway  
David Joyner (ALT), City of Callaway  
William (Bill) Frye, City of Callaway  
Lisa Koepke (ALT), City of Callaway

**City of Lynn Haven Members**

Chris Lightfoot, City of Lynn Haven  
Vickie Gainer, (ALT), City of Lynn Haven  
Fire Chief, City of Lynn Haven  
Bobby Baker, (ALT), City of Lynn Haven

**City of Mexico Beach Members**

Chris Truitt, City of Mexico Beach  
Tommy Davis (ALT), City of Mexico Beach  
Sandy Walker, City of Mexico Beach  
Glenn Davis (ALT), City of Mexico Beach

**City of Panama City Members**

Jennifer Aldridge, City of Panama City  
Jared Jones (ALT), City of Panama City  
David Collier, City of Panama City  
(ALT), City of Panama City

**City of Panama City Beach Members**

Kathy Younce, City of Panama City Beach  
Marcie Douglas (ALT), City of Panama City Beach  
Mark McWaters, City of Panama City Beach  
Michael Martin (ALT), City of Panama City Beach

**City of Parker Members**

Tony Summerlin, City of Parker  
Brent Faile (ALT), City of Parker

Andrew Kelly, City of Parker  
Taylor Jeffreys (ALT), City of Parker

**City of Springfield Members**

Miles Grice City of Springfield  
Ralph Hammond (ALT), City of Springfield  
Jeanie Baldwin, City of Springfield  
Teresa Cox (ALT), City of Springfield

**Bay District School Members**

Lee Walters, School District  
Roy Lilja (ALT), School District

**Not-For-Profit Members**

Bob Price, Team Rubicon  
Jim Price (ALT), Team Rubicon  
Anthony Cornett, American Red Cross  
Stephen Harvard (ALT), American Red Cross  
Donna Pilson, Rebuild Bay County Inc.  
Karen Landry, Rebuild Bay County Inc.

**Private Business Sector Members**

Jim Slonina, Panhandle Engineering, Inc.  
Doug Crook (ALT), Panhandle Engineering, Inc.  
Dan Rowe, Tourism Development Commission  
J. Michael Brown, Tourism Dev. Commission

**Public Representation Members**

Citizen Representative

**Other Representation (Non-Voting)**

Robert C. Smith, Naval Support Activity (NAS) Center  
Frank H. Labroad III, Tyndall AFB  
Marty Spikes (ALT), Tyndall AFB  
John Mercer, Gulf Coast State College  
Jim McDougall (ALT), Gulf Coast State College  
L. Scott Jackson, Florida Sea Grant  
Scott Birge, Fire Chief, NWFBI  
Andrew Samarripa, Port Panama City  
Kathleen Coates, Northwest Florida Water Management  
Curt Ward, Florida Forest Service  
Allison Blevins, FDEM  
Jonathan McFarlane-Weinstein, Tyndall AFB  
Jessica Graham, FSU  
Ebrahim Ahmadisharaf, FSU

**MINUTES**

The meeting was held at the Gulf Coast State College SUE Room 232. The meeting was called to order by Brandon Barrette, Bay County EM Planner at 9:00 a.m. and Mr. Barrette did a roll call starting with himself then going around the room stating each municipality and entity that was represented at the meeting. Mr. Barrette asked when motion approvals are voiced please state your last name when doing so.

**The following were in attendance:** Scott Chandler, Bay County; Brandon Barrette, Bay County EM Planner, Wayne Porter, Bay County Planning & Zoning, Michele Moore, K2/CDR Maguire; Eddie Cook, City of Callaway; Chris Lightfoot, City of Lynn Haven, Sandy Walker, Mexico Beach, David Collier, City of Panama City Fire Department, Kathy Younce, Panama City Beach, Mark McWaters, Panama City Beach; Taylor Jeffreys, City of Parker, Brent Faile, City of Parker, Jessica Graham, FSU, J. Michael Brown, TDC, Roy Lilja, BDS; Michael Martin, PCB (via zoom), Donna Pilson, Rebuild Bay County (via zoom).

For this meeting only

Scott Chandler will be proxy for Keith Bryant.

Mr. Barrette requested an amendment of the Agenda to add a Citizen Representative to the LMS Group – Ms. Jenny Altheimer and then requested a motion to approve the Agenda.

**Eddie Cook made the motion to approve the amended agenda as presented. David Collier seconded the motion. There were no objections.**

Mr. Barrette requested the approval of the minutes from the August 14, 2024 meeting.

**David Collier moved to approve the minutes. Chris Lightfoot seconded the motion. There were no objections.**

#### **Agenda Item 1. LMS / LMSWG Overview**

- Bylaws, Goals and Membership of the LMS Working Group – This is our annual review of the Bay County Bylaws, Goals & Objectives and update of our membership list for the LMSWG. *(All members received the information for review and a motion is needed for any changes/revisions and a vote to accept the Bylaws and Goals and Objectives for 2024/2025)*

**Eddie Cook made the motion to approve the 2024 Bylaw, Goals and Objectives and Membership List. Chris Lightfoot seconded the motion. There were no objections.**

- Election of Co-Chairs for the LMSWG for the next 3 year cycle. Keith Bryant and Eddie Cook have been the Co-Chairs for the last 3 year cycle *(if no new Co-Chairs, extend the current Co-Chair terms for an additional 3-year term)*

Mr. Barrette asked for nominees as new Co-Chairs. Hearing none.

**Chris Lightfoot made a motion to extend the current Co-Chair terms of Eddie Cook and Keith Bryant for another 3 year term. David Collier seconded the motion. There were no objections.**

- Ms. Michele Moore gave an update on the 2025 LMS Plan Update. The Plan is currently 70% complete. The Community Profile Section, Drainage and other pertinent Sections were sent to the municipalities and County Departments for public input and upon receipt of information received, all revisions have been

made. The County posted a public input survey through SurveyMonkey on its website Baycountyfl.gov, through email and facebook to gather public input on the Bay County Local Mitigation Strategy Plan and to ensure input from all residents including the underserved and most vulnerable. The survey is still open until November 22, 2024 and can be taken at <https://www.surveymonkey.com/r/8WGVYV7>. The link can be forwarded to any employees, friends and family. It takes approximately 2 minutes to complete the survey.

- The Appendices for the LMS Plan are listed below with their completion percentages:
  - Appendix A – In Progress – List of Revisions
  - Appendix B – In Progress - Mitigation Projects
  - Appendix C – 80% Complete - Bylaws & Membership Roster
  - Appendix D – 95% Complete - LMSWG Meeting Documentation
  - Appendix E – 30% Complete – Public Input
  - Appendix F -- 80% Complete – Annual Updates
  - Appendix G – 100% Critical Facility List & Maps
  - Appendix H – 0% Adoption of Resolutions
  - Appendix I – 100% Floodplain Ordinances
  - Appendix J – 100% Land Development Ordinances
  - Appendix K – 30% Complete - THIRA

The next steps will be working on the Annexes of Appendix K – THIRA, the new disasters for the Dam and Extreme Temperatures. A final draft of the LMS Plan should be ready at the February 14, 2025 Meeting for your review.

## **Agenda Item 2. HMGP/CDBG Overview**

Each entity gave an overview of their HMGP Projects:

### **Bay County**

Michele Moore stated the County had a total of 18 HMGP Projects

- 7 of the 18 are Phased Projects of which 6 are Phase II approved. Only 4399-159-R Multiple Roadways is waiting on Phase II approval.
- Out of the 6 approved Phase II projects, 2 are under construction and 4 are in procurement and/or contracting.
- Construction status of the 18 projects = 9 projects are construction complete, 3 are under construction (119/111/016), 4 projects are in procurement/contracting and 1 project is under FDEM review for Phase II approval.

**Callaway** – 5 projects are in closeout, Drainage Project is 90% complete –waiting on Budget Modification

**Lynn Haven** – Waiting on all Generator to be delivered; 6 Stormwater Projects answering RAIs' Fire Department waiting on Phase 2 approval.

**Mexico Beach** – Appealing Fire Department Project – State wants to leave in the same location that received 11 feet of flood waters.

**Parker** – 2 Projects closed, 1 in closeout

**Panama City** – 7 projects 50% Complete, Millville in Procurement Process

**Panama City Beach** – 8 Projects waiting for Phase 2 approval. 4.2 is 90% Complete; Alf Coleman is in closeout; 4.3 may lose funding.

**Springfield** – not at meeting – no report

**Bay District Schools** – Transportation and Maintenance Buildings in Closeout

Mowat and Bozeman approved for Phase 2 – contracts approved  
EOC Building – redoing SOW.

### **Agenda Item 3. CDBG Projects**

#### **CDBG-DR Phase I & 2**

##### **Bay County**

- a. Redwood Drainage – M0015 – Bid Opening occurred 11.6.24, currently waiting on USACE permit to award contract
- b. Fountain Community Complex – M0169 – Procurement underway – will bid out 1<sup>st</sup> week in December
- c. Mexico Beach Project – M0177- Weeks Marine will mobilize mid-December and construction will begin 1<sup>st</sup> week in January. Project Construction will be complete by May 1, 2025.

**Callaway** – Lift Station Rehab Project is out for bid; Sandy Creek is under Environmental Review and Hugh Thomas in under its 3<sup>rd</sup> SOW Revision.

**Lynn Haven** – Minnesota and W. 10<sup>th</sup> Street will bid in January 2025 and Ohio Avenue is in the design phase.

**Panama City** stated Millville is under construction and A0 will be under construction January 2025, A2 is under construction; Glenwood- 100% Design Complete; Project STORM – is under construction

**Panama City Beach** – Bay Parkway is under construction and the Outfall Project should have FDEP Permit and USACE Permit by 12.1.24. Outfall project still may have a shortfall.

**Springfield** – No Report

##### **CDBG-Voluntary Home Buyout Program**

- Bay County – Project is 100% Closed out.
- Panama City VHB Program – Project is 95% Complete
- Panama City Hurricane Sally VHB Program – still underway

### **Agenda Item 4. HMGP-COVID Applications – \$1,258,601.42**

- Bay County has advertised and will award contract at December 3 BOCC Meeting.

## **Agenda Item. 5 Hurricane Sally**

### Hurricane Sally Projects

- Bay County – Vecuna and N. Lagoon Projects are in process of closeout and the North Bay WWTP – Sequential Batch Reactor is waiting on Ph. 2 approval
- Panama City - Sherman Avenue is 100% Complete and Sanitary Sewer Manhole are under construction

## **Agenda Item 6. Hurricane Ian**

- Bay County WTP Electrical Resiliency Generator – Bids were opened on October 1, 2024 and will be awarded at the November 19<sup>th</sup> BOCC meeting to Culpepper Construction.

## **Agenda Item 7. Hurricane Idalia**

### **Projects Applied for:**

- Panama City - Lift Station 79 - \$2,429,175
- Panama City – Lake & Cincinnati Drainage Improvements - \$1,480,973

## **Agenda Item 8. Flood Mitigation Assistance (FMA)**

- Panama City is waiting on a Budget increase for their Flood Mitigation Assistance Project.

## **Agenda Item 9. Community Rating System (CRS) Update – Wayne Porter**

- Wayne Porter stated that Bay County will have their CRS Cycle Update on 12.5.24. It was delayed in October due to Hurricane Helene. He also stated that the NEW FIRM maps have been adopted and are now being used as of October 24, 2024. Not all of the FIRM Panels have changed and wanted the municipalities to be aware of that.

## **Agenda Item 10. Bay County Resilient Vulnerability Assessment Sub-Committee Update – Dr. Ebrahim Ahmadisharaf/Dr. Jessica Graham**

- Michele Moore gave an update on Behalf of Dr. Ebrahim. Task deliverables 1-4 have been approved by FDEP. Task 5-6 will be turned in to FDEP on November 15<sup>th</sup> for approval.

### **Agenda Item 11. Grant and Training Opportunities**

- Brandon Barrette announced they would be having a CERT Class 24-01 on December 2, 4, 10, 12 and a Field Day Exercise on Dec. 14, 2024 at the EOC on 700 Highway 2300, Panama City, FL 32409 and also and ICS 300 and 400 Class on January 20-24, 2025 at the same location.

### **Agenda Item 12. Audience Participation**

- There were no citizens wishing to speak at the LMS Meeting.

### **Agenda Item 13. The next scheduled 2025 LMS Meetings from 9:00 am to 11:00 am on:**

Brandon Barrette announced the upcoming 2025 LMS Meetings for next year as:

- February 5, 2025 –Gulf Coast State College SUE Room 232
- May 14, 2025 – Gulf Coast State College SUE Room 232
- August 13, 2025 – FSU Holley Lecture Hall C
- November 12, 2025 –FSU Holley Lecture Hall C

### **Agenda Item 14. Adjournment**

There being no further discussion the meeting adjourned at 9:38 a.m.

**Eddie Cook moved to adjourn the meeting. David Collier seconded the motion. There were no objections.**

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