



BAY COUNTY
LOCAL MITIGATION STRATEGY WORKING GROUP
Florida State University Holley Lecture Center C
August 13, 2025
9:00 AM



MEMBERSHIP

Emergency Management (Non-Voting)

Jennifer Wilburn , Chairman
Erin Barttelt, (Coord.), Bay County
Michele Moore, Recording Secretary

Bay County Members

Wayne Porter, Bay County
Ian Crelling (ALT), Bay County
Keith Bryant, Bay County
Scott Chandler (ALT), Bay County
Natasha Lithway, Bay County (Non-Voting)
Kimberly Cummings, Bay County (Non-Voting)
(ALT), Bay County

City of Callaway Members

Eddie Cook, City of Callaway (Co-Chair)
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
(ALT), City of Lynn Haven
Mark Johnson, Fire Chief, City of Lynn Haven
Bobby Baker, (ALT), City of Lynn Haven

City of Mexico Beach Members

Mel Smigielski, City of Mexico Beach
Mark Steele, (ALT), City of Mexico Beach
Sandy Walker, City of Mexico Beach
Garret Garland, (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 PCB
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

Sue Graybill, City of Springfield
Miles Grice (ALT), City of Springfield
Krystal Ward, City of Springfield
Teresa Cox, (ALT), City of Springfield

Bay District School Members

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

Tourism Development Commission

Dan Rowe, TDC
Aaron Lee (Alt), TDC

Not-For-Profit Members

Tonya Holloway, Team Rubicon
Jim Price (Alt), Team Rubicon
Anthony Cornett, American Red Cross
Donna Pilson, Rebuild Bay County Inc.
Jill Van Zant (Alt), Rebuild Bay County Inc.
Private Business Sector Members
Jim Slonina, Panhandle Engineering, Inc.
Doug Crook (ALT), Panhandle Engineering, Inc.

Public Representation Members

Jennie Altheimer, Citizen Representative
Vincent McCormick, Citizen Representative
Christina Doucette, Citizen Representative

Other Representation (Non-Voting)

Allison Blevins, FDEM
John Mercer, Gulf Coast State College
Adam Johnson, Department of Health
L. Scott Jackson, Florida Sea Grant
David Birge, NWFBI
Andrew Samarripa, Port Panama City
Paul Thorpe, Northwest Florida Water Management
Curt Ward, Florida Forest Service
Robert C. Smith, Naval Support Activity (NAS) Center
Jonathan McFarlane-Weinstein, Tyndall AFB
Jessica Graham, FSU
Ebrahim Ahmadisharaf, FSU

Minutes

The meeting was held at the Florida State University Holley Lecture Center. The meeting was called to order by LMS Chairman Jennifer Wilburn at 9:00 a.m., and she conducted a roll call, starting with the participants in the room and then on the Zoom Call, stating each municipality and entity that was represented at the meeting. Ms. Wilburn asked that when motion approvals are voiced, please state your last name when doing so.

The following were in attendance: Jennifer Wilburn, LMS Chairman, Keith Bryant, Bay County; Wayne Porter, Bay County Planning & Zoning, Kenny Benigno, K2/CDR Maguire, Michele Moore, K2/CDR Maguire; Chris Lightfoot, City of Lynn Haven, Sandy Walker, Mexico Beach; Jennifer Aldridge, City of Panama City; Mark McWaters, Panama City Beach; Josh Milligan, City of Panama City Beach; Taylor Jeffreys, City of Parker; Brent Faile, City of Parker; Susan Graybill, City of Springfield (via Zoom); Krystal Ward, City of Springfield (via Zoom); Miles Grice, City of Springfield (via Zoom); Adam Johnson, Dept. of Health (via Zoom); Michael Martin, PCB (via Zoom), Alesse Maples, Forestry Fire Service (via Zoom); Anthony Cornett, Red Cross (via Zoom); Jessica Graham, FSU (via Zoom); Christina Doucette, CERT-Citizen Representative (via Zoom); and Vincent McCormick, CERT-Citizen Representative (via Zoom)

Chairman Wilburn requested the approval of the agenda.

Brent Faile made the motion to approve the agenda. Keith Bryant seconded the motion. There were no objections.

Chairman Wilburn requested the approval of the minutes from May 14, 2025.

Keith Bryant moved to approve the minutes. Mark McWaters seconded the motion. There were no objections.

Agenda Item 1. LMS/LMSWG Overview

- Chairman Wilburn announced the addition of Projects to the LMS Mitigation Worksheet
 - **4007 W. 27th Court, Panama City, Florida 32405 - \$350,000**
Residents approached Bay County to get grant funding for the elevation of their property. Currently, no funding is available, but it was requested to add their property on the LMS Mitigation Sheet so that when additional funds become available under the Elevate Florida Program, they will be eligible for funding.
 - 4011 W. 27th Court, Panama City, Florida 32405 - \$350,000** – Residents approached Bay County to get grant funding for the elevation of their property. Currently, no funding is available, but it was requested to add their property to the LMS Mitigation Sheet so that when additional funds become available under the Elevate Florida Program, they will be eligible for funding.

Wayne Porter moved to add the projects to the LMS Mitigation List. Chris Lightfoot seconded the motion. There were no objections.

- Chairman Wilburn spoke to the group about Sheltering needs in Bay County, or rather, the “lack thereof”. Governor DeSantis signed a bill that schools had to be open after 72 hours if possible, and it would be necessary for the County to have other shelters available after that timeframe. She asked all communities to explore shelter options and get back to her. She reiterated the importance of sheltering for each community so residents would have access to shelter near their homes. Currently, Bay County is using Bay District Schools as shelters, and Dean Bozeman as the “Special Needs” Shelter. They are working with

the City of Lynn Haven Sports Complex for another alternate Shelter location as well. Michele Moore stated that if a community has a building that may qualify but needs to be hardened or upgraded to meet the shelter standards, please let the County know, and there may be grant funding opportunities to retrofit buildings to meet the Shelter standards.

- Chairman Wilburn asked Michele Moore of CDR Maguire/K2 to give a status update of the 2025 LMS Plan. Ms. Moore stated that the Florida Division of Emergency Management (FDEM) had reviewed and approved “The Bay County 2025 LMS Plan”. The County and all municipalities have adopted the Plan. Florida State University and Gulf Coast State College will be adopting the Plan at the end of August. Once all resolutions have been received, FDEM will forward all resolutions to FEMA on September 14th, and we will receive FEMA's final approval of the LMS Plan.

Things are slowing down and projects are being completed, but it is not the time to quit thinking about HMGP. Now is the time to have projects “shovel-ready” to put in applications when disaster funds become available, whether the County is directly hit by a hurricane or if we can put in for Tier 3 funding from someone else getting hit by a storm.

Agenda Item 2. HMGP/CDBG Overview

Each entity gave an overview of their HMGP Projects:

Bay County

Kenny Benigno, Consultant for Bay County, reported that out of the 19 HMGP projects, 11 are complete, 5 are under construction, and 2 projects are waiting for Phase 2 approval.

Callaway

The City was not in attendance but sent a report stating all six (6) projects are completed and in close out.

Lynn Haven – The Fire Station Project is 100% Complete for design and waiting Phase 2 approval. Four generator projects are complete and being closed out. ***They are expecting all 6 of their stormwater projects not to meet the BCA for Phase 2 and will have to be withdrawn.***

Mexico Beach - Fire/Police Station is in appeal with FEMA to move it from 14th Street to the new location away from the beach; Bypass pumps were bid twice and came in over budget. The City decided to pay for one (1) of the pumps, and the grant paid for the other two, which are currently being installed.

Parker

Both HMGP Projects are 100% done and are in closeout.

Panama City

Jennifer Aldridge stated the Fire Stations 1,2 & 6 Project is out for Bid. Millville Project is under construction; All other projects are waiting on Phase 2's approval.

Panama City Beach

Michael Martin reported that one Fire Station is complete, and one is 95% complete. Alf Coleman Road is complete and in the process of closeout. All projects have design complete and are waiting on Phase 2 approval. and Alf Coleman Road is complete and in the process of closeout.

Timeline on the 4.3 Underground Utilities Project for Phase 2 is not going to make the 9/2027 deadline for construction due to ROW acquisition, and they have put in under Hurricane Helene/Milton for additional funding to complete this project.

Springfield – Bypass Pumps 16, 19 and 29 are complete; Bypass Pumps 15, 27, 26 are being bid

Bay District Schools - no report – was not in attendance

Agenda Item 3. CDBG Projects – Kenny Benigno

CDBG-DR Phase I & 2

1. Bay County

- a. **Redwood Drainage – M0015** – Construction is 85% Complete
- b. **Fountain Community Complex – M0169** – Contractor bid was awarded at 08.05.2025 and will be under construction in September 2025.
- c. **Mexico Beach Project – M0177**- Construction is 100% Complete and in Closeout.

2. Callaway – 15 Lift Stations with 5 being Rehab; Sandy Creek; Has been bid and waiting on contracts to be signed; **Hugh Thomas Road** – Has been bid and waiting on contracts to be signed

3. Lynn Haven – Minnesota Avenue – Notice to Proceed was given on 8.11.2025; **W. 10th Street** -Notice to Proceed was given on 8.4.2025; and **Ohio Avenue** – procurement is underway but running into relocation of utilities issues.

4. Panama City stated **Millville, A0, and A2 are 50% construction complete;** **Glenwood is approximately 40% complete;** **Project STORM** is 80% construction complete. Their streetscape project will be done by November 2025.

5. Panama City Beach – Outfall Project is being bid out; **Front Beach Lights** project is complete and in closeout, and the **Fire Station Project** is complete. All other projects are at FDEM for Phase 2 approval.

6. Springfield – The Nature Park is in redesign and waiting on permits.

CDBG-DR - Voluntary Home Buyout

- **Panama City Hurricane Michael VHB** – project is in closeout.
- **Panama City, Hurricane Sally VHB** – In the process of purchasing 7 homes.
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Agenda Item 4. Hurricane Sally

1. **Bay County Sequential Batch Reactor North Bay WWTP** –Construction began 8.11.2025
2. **Panama City Stormwater Improvements on Sherman** –100% Complete – waiting on Ph 2
3. **Panama City Sewer Infrastructure Manhole** – FDEM Completed Final Inspection
8.14.2025

Agenda Item 5. Hurricane Ian

Bay County WTP Electrical Resiliency Generator - \$1,422,838 – Generator to be delivered in September 2025

Agenda Item 6. Hurricane Helene/Milton

City of Panama City Beach is applying for a Tier III project for additional funding for 4.3 Underground Utilities Project for \$15,000,000

Agenda Item 7. Flood Mitigation Assistance (FMA)

Jennifer Aldridge stated the City is waiting on a Budget Modification before they can move forward with the grant.

Agenda Item 8. Community Rating System Update – Jennifer Aldridge/Wayne Porter

Wayne Porter reported that Bay County had their 3-year cycle in 2024 and is waiting on the documentation from ISO to receive their CRS rating, so the County did not have to recertify in 2025.

Mark McWaters stated that Panama City Beach's CRS certification will be in January 2026.

Agenda Item No. 9. Grant and Training Opportunities

- L-950 NIMS ICS All-Hazards Incident Commander is scheduled for September 15-19th – 160 Nautilus Street, Panama City Beach (ISC 100 is a pre-requisite)

Agenda Item No. 10. Audience Participation:

No comments were made.

Agenda Item No. 11. LMS 2025 Yearly Scheduled Meetings are:

- The next regularly scheduled LMS meeting will be held November 12, 2025 – FSU Holley Lecture Hall C

Agenda Item No. 12. Adjournment

There being no further discussion, the meeting adjourned at 9:36 a.m.

Keith Bryant moved to adjourn the meeting. Chris Lightfoot seconded the motion. There were no objections.