



**PALM BEACH COUNTY  
LOCAL MITIGATION STRATEGY  
WORKING GROUP  
MEETING MINUTES**



**March 13, 2019  
9:00 a.m. to 10:00 a.m.  
City of Boynton Beach/Intracoastal Park Event Room  
2240 N Federal Hwy, Boynton Beach, FL 33435**

**I. Call to Order – Welcome and Introductions 9:08 a.m. – Ralph Wall, Chairperson**

- Agency representation was as follows:

Bouie, Willie	Area 7 Coordinator	Manzo, Debbie	Town of Lantana
Burgess, Zoie	Town of Lake Clarke Shores	Mercurio, Joe	Palm Beach County
Burns, Lisa	Town of Ocean Ridge	Morrow, Michael	City of Palm Beach Gardens
Cedeño, Carlos	City of Greenacres	Needle, Jeffery	City of Delray Beach
Cucinotta, Katelyn	PBC Resilience	Parham, Julie	City of Lake Worth
DiSisto, Adamo	Village of Royal Palm Beach	Prymas, Angela	City of Boynton Beach
Dobbins, Andrea	Town of Juno Beach	Rivera, Vilma	Palm Beach County
Garrison, Mark	Town of South Palm Beach	Roche, Joseph	Town of Haverhill
Glas-Castro, Kim	Village of Palm Springs	Roundtree, Ken	NPBC Improvement Dist
Hagerty, Robert	Town of Lantana	Scherle, Richard	Town of Lake Park
Harvey, Rebecca	City of Boynton Beach	Shafer, Greg	Indian Trail Improvement Dist
Hooseinny-Nabibaksh, Nafeeza	SFWMD	Thul, Angela	Village of Palm Springs
Iudicello, Jeff	SFWMD	Wall, Ralph	City of West Palm Beach
Kelly, Jerry	City of Lake Worth	Weber, Robert	Town of Palm Beach
Kerr, Edgar	City of South Bay	Williams, Joseph	City of Delray Beach
Lee, Kathleen	City of Atlantis		

- Meeting minutes can be found at:  
<http://discover.pbcbg.org/publicsafety/dem/Sections/Planning-Local-Mitigation-Strategy.aspx>
- Everyone encouraged to sign in
- Angela recommended to use microphones for best audio
- Thank you to Angela for use of their facility and their hospitality.

**II. Spring 2019 Project Submission Period for scoring and ranking in the PPL**

- The dates for the Spring Submission period are coming up soon. A guidance document will be issued prior to the beginning of the submission period
- Submissions will be accepted from April 08 – 19
- Projects will be evaluated and scored from April 22 – May 03
- Final PPL recommendations to be approved May 08 at the LMS Steering Committee regular meeting
- It is important to follow the dates for submission.



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- The PPL is important; in order to apply for grant monies, your project must be listed on the PPL.
- When funds availability are announced, your project must be already listed on the PPL, County approved, and State submitted.
- There are projects you might already have in the queue, but need to move forward for consideration to the current PPL.
- FEMA has expressed intention to increase amounts of funding available. With that in mind, it's important to have our projects on the PPL to be ready for funding opportunities.
- Mr. Wall detailed that the last time we reviewed projects, we met as a committee; objectively reviewed the applications, and scored according to known criteria. Some projects scored well by meeting all the criteria. All the information is provided for, so please submit your completed projects. Contact us if any questions.

### III. **Presentation: “How to Submit a Complete Project for the PPL (and boost your ranking)” – Carlos Cedeño; City of Greenacres**

- Power Point presentation (attached)
- Mr. Cedeño is the Vice-Chair for the LMS committee and is on the Evaluation Panel for ranking LMS projects.
- Gladiator Lake Drainage Enhancement Project slides were shown and discussed
- The main questions and answers were shown and discussed
- A thorough narrative is needed when submitting your project
- Maps were shown from the Gladiator project that helped depict the impact of heavy rains and lack of drainage
- Reduce flooding with onsite storage capacity; make the lake deeper to hold more water
- The PPL looks at the BCA Benefit Cost Analysis; it must be detailed
- They hired an engineering company to obtain construction costs for the worst case scenario of flooding; they had city council support and showed surveys
- The engineering company provided plans and drawings that were used and submitted
- They met all the criteria when submitting the PPL, and were ranked at #1.
- Some projects propose that they can make improvements without showing back-up
- Surveys showed the capacity at the lake banks; 16 hours of flooding
- Questions arose regarding the hiring of a consultant. What does it take to submit a great project? City of Greenacres hired a consultant to gather data to submit for their project. The cost of the project was 1.3 million and it went up to 1.8 million.
- In the construction plans it shows all the details of the drainage project



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- Reach out to other members prior to submission; contact Carlos, Joe, or Ralph.
- During sunny skies, the amount of projects are low.
- Has this project been submitted for hazard mitigation? It has and they are still answering questions regarding the project. They obtained additional information.
- Three year maximum for grants
- Mitigation for this project – show what this is designed to do – they obtained drainage permits, they went thru the permit process. They are looking to see if you have gone thru the proper channels.
- The panel looks at the overall presentation. The application should be focused on your back-up. Include the comprehension plan, and board meetings showing public support. If you rank #5 for example, submit again if you have additional information. You are not locked in at that number. When more information and support comes to light, submit again with the additional back-up.
- Shane Ratliff has become the Planning Manager for DEM.
- GHC Governors Hurricane Conference May 13-17 Convention Center in West Palm Beach – two day course on federal grants; we encourage you or your staff to attend if they directly prepare grants. Funding is available.

#### IV. LMS2020 DRAFT Completed

- The draft is complete and will next be reviewed by the State of Florida DEM Mitigation Bureau by July. We will have public input (to meet CRS requirements) and will have the final document out through the LMS membership to all municipalities for adoption at the September 2019 meeting.
- We are in the process of updating the LMS; we will post and meet with the public; between July and December it will be approved by council; it must be adopted by resolution.
- This is crucial and can affect if you are able to apply for funding and disaster assistance.

#### V. Signature Authorities for HMGP Funding

- Possible applications received Request for Information (RFI)
  - May affect the 24 submissions of the Irma HMGP
  - Signature authorities – we provided clarification; the person who signs applications must be the recognized and documented delegated authority. Must be able to produce written documentation to show lines of authority as it relates to signatures.
    - May be your City Manager, Mayor, or CEO
  - Some resolutions show a designee; provide supporting documentation.



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- VI. **Hurricane Michael [DR-4399] HMGP funding opportunity Coordinator**
- As of January 28, 2019, the Florida Division of Emergency Management (FDEM) has declared a postponement of the Notice of Funding Availability (NOFA)
  - FDEM will continue normal HMGP activities with state-wide applicant's briefings as well as in-person applicant workshops to declared Counties
  - You are required to have a letter of support from the LMS. Once you have sent the LMS Coordinator a copy of your application to FEMA, he will provide you with a letter of support.
  - 90-day window
- VII. **Questions/Comments – Ralph Wall, Chairperson**
- No additional comments.
- VIII. **Next Meeting: June 12, 2019, Palm Springs, 9:00 a.m. Meeting adjourned 9:49 a.m.**



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