

**City of Tallahassee / Leon County
Local Mitigation Strategy**

2010 Update

19 January 2010

EXECUTIVE SUMMARY

In the summer of 1998, the Florida Department of Community Affairs (DCA) provided funding to all Florida counties and municipalities to assist them in preparing a comprehensive Local Mitigation Strategy (LMS). The goal of the LMS was to help local officials identify and assess the various natural and technological disasters the county faced, and then identify locally developed strategies to reduce the impact of future disasters. While DCA provided funding to Leon County, the City of Tallahassee and Leon County entered into an inter-local agreement to administer the state contract and to prepare an LMS that would benefit both local governments.

The Tallahassee-Leon County LMS Steering Committee and Working Group (LMS Committee) were formed in October 1998. Since formation, the LMS Committee has met 29 times to identify and discuss the hazards facing Leon County and the City of Tallahassee. From these discussions, the Steering Committee conducted a hazard assessment and identified mitigation strategies to reduce the county's risk to the identified hazards. The final result of their actions is this document, the *Tallahassee-Leon County Local Mitigation Strategy*. The LMS serves both jurisdictions and also serves as the City of Tallahassee's Floodplain Management Plan. Other than in its capacity as the Local Mitigation Strategy for Leon County in general, the document provides no other role for developing areas in the unincorporated county, such as Woodville.

Since the adoption of the LMS and its first amendment addressing floodprone parcels, the LMS Steering Committee has continued to meet and to endorse specific projects for funding through Federal disaster assistance programs. Through its implementing departments and partner agencies, the LMS Committee has submitted requests for approximately \$14.4 million dollars in Federal matching funds for local hazard mitigation projects since 2000.

The *Tallahassee-Leon County Local Mitigation Strategy* is organized into four chapters. Chapter 1 describes the procedures the LMS Committee used to develop the strategy and to keep the strategy current. Chapter 2 is the Hazard Identification and Vulnerability Assessment. This section provides an overview of the county's recent disaster history and a discussion of the types of natural and technological hazards the County faces. The more significant hazards identified and assessed by the working group include tropical storms, hurricanes, floods, tornadoes, hazardous materials releases, and wildfires. Droughts, dam failure, thunderstorms and hail and terrorism are also addressed in the most recent update. Tallahassee and Leon County have committed staff and technical resources to conduct more detailed assessments of the various hazards faced by the community as well as the financial impacts of these events.

Chapter 3 describes the existing and proposed mitigation programs, policies and projects identified by the Working Group. For the most part, program and policy initiatives are non-capital efforts, such as ordinances or updates to existing codes and plans, which the local governments can usually start and complete without outside assistance and/or funding. In many instances, the County and City already have the information they need to begin these initiatives and simply need direction from local elected authorities. Projects, on the other hand, are generally capital efforts, such as road paving and culvert repairs. For many of these efforts, the local governments may require outside funding assistance. In recognition of the importance of funding, the description of each mitigation initiative also includes a list of potential funding

sources. A more detailed description of each funding source is contained in Technical Appendix A. Lastly, Chapter Four details the Plan Maintenance procedures. Chapter Four describes the process that will be used to monitor, evaluate and update the plan over the next five years. The Plan Maintenance section also describes how the LMS Committees plan to keep the public actively involved in local hazard mitigation planning, and also how policies in the 2010 LMS will be incorporated into other local planning mechanisms.

The LMS Committee has developed a very broad-based list of mitigation initiatives that will benefit all portions of Leon County. It is important to note, however, that the mitigation list is not a permanent list. The LMS Committee recognizes that the list will change as current projects are completed, new needs and problems are identified, and local priorities change. To help ensure the *Tallahassee-Leon County Local Mitigation Strategy* remains current, the Steering Committee has identified bylaws and procedures for at least an annual review and update of the strategy. These procedures are detailed in Chapter 4, while the LMS Steering Committee bylaws are included in Technical Appendix B.

Support data for the Tallahassee-Leon County Local Mitigation Strategy can be found in the technical appendices at the end of this report. Included in this section are the conflict resolution procedures developed by the LMS Committee; an analysis of local, regional and state programs, ordinances and policies as they pertain to hazard mitigation; the identification of local, regional, state, federal and non-profit agencies and organizations with a role in hazard mitigation; and potential funding sources. The information contained in the technical appendices will be extremely useful in implementing the mitigation strategy. For example, many grant applications require that proposed projects conform to existing local policies. Thus, these policy summaries can be used to find the policy support needed for a local project or initiative. One of the most useful appendices is the description of potential funding sources. This section can be used to initially identify which funding source(s) may be appropriate for a particular mitigation initiative. Included for each funding source is a general description of the program, eligibility criteria and a point of contact for additional information.

Finally, the Florida Department of Community Affairs requires that the strategy be submitted to both the Leon County Board of Commissioners and the Tallahassee City Commission for adoption. Adoption of the *Tallahassee-Leon County Local Mitigation Strategy* will not have any effect on the Tallahassee-Leon County Comprehensive Plan at this time. While mitigation initiatives in the strategy do not have to be included in the Comprehensive Plan, specific projects will be identified in the Capital Improvements Element of the Plan; however, there will be no external review to see if the initiatives are being accomplished. Adoption of the local mitigation strategy will give the County and City priority for disaster recovery and hazard mitigation funds from some state and federal sources.

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1.1 Introduction

In October 1998, the Leon County Local Mitigation Strategy Steering Committee was formed and charged with developing the *Leon County Local Mitigation Strategy*. The main goal of the local mitigation strategy is to identify and assess the various natural and technological disasters the County and City of Tallahassee face, and develop local strategies to reduce the impact of future disasters. This volume covers the procedures the LMS Committee used to develop the local mitigation strategy and presents the mitigation initiatives they identified.

Building upon a 1998 interlocal agreement, bylaws for the Tallahassee-Leon County Local Mitigation Strategy Steering Committee were duly passed and ratified by both the City of Tallahassee and Leon County in 2002. Consequently, the (renamed) *Tallahassee-Leon County Local Mitigation Strategy* is a joint product of the participating local governments and represents a mutually agreed upon set of goals, initiative and programs, and specific capital projects that will reduce risks for the citizens of both the unincorporated areas of Leon County as well as those residing in the incorporated area (i.e., the City of Tallahassee). There are no other incorporated areas within Leon County.

Consequently, the *Tallahassee-Leon County Local Mitigation Strategy* should be taken as a planning document for both jurisdictions. Where data and analysis have been developed that are specific to the City of Tallahassee, that information is provided separately. Capital projects are listed independently for the two governments because the budgets and implementing departments are independent. Also, certain initiatives or policies are identified that are unique to either local government because of geographic differences, e.g., a specific resource or threat does not occur within the City limits. These disparities are few and the *Tallahassee-Leon County Local Mitigation Strategy* applies generally to the entirety of Leon County.

1.2 The Importance of Hazard Mitigation

The most obvious questions when developing a local mitigation strategy are “What is hazard mitigation, what is the local mitigation strategy, and why should a local government develop a local mitigation strategy?”

Hazard mitigation is any action taken to permanently reduce or eliminate long-term risk to people and their property from the effects of hazards. Some examples of hazard mitigation include land use planning techniques that limit infrastructure in high hazard areas, programs for retrofitting existing structures to meet new building codes and standards and the acquisition of structures that are in a high hazard area. Ideally, a community can minimize the effects of future hazards through a mix of planning, code enforcement and responsible development.

The local mitigation strategy is a community-based plan to make cities and counties safer and more resistant to natural and technological hazards. Every community is exposed to some level of risk from hazards; hurricanes, tornadoes, floods, hazardous material spills, fires, and sinkholes are some of the hazards experienced by Florida communities. Hazards cannot be eliminated, but their impacts can be reduced through proper planning. The local mitigation strategy does this by accomplishing the following:

1. Identifying hazards to which the county is vulnerable, such as hurricanes, tornadoes, floods, fires, and hazardous materials releases;
2. Determining where the community is most vulnerable to these hazards;
3. Assessing the facilities and structures that are most vulnerable to hazards;
4. Preparing a prioritized list of mitigation projects to take advantage of available funding;
5. Identifying funding sources for the mitigation projects; and
6. Making hazard awareness and education a community goal.

The local mitigation strategy benefits the community by not only reducing risks, but also by saving community members and the local government valuable resources. Businesses in high hazard areas lose valuable revenue when damaged or isolated by storms. The American Red Cross estimates that less than 50 percent of businesses heavily damaged by a disaster will still be in business three to five years after the disaster. Residents who build in high hazard areas are subject to evacuation, damage to their homes and personal property, lower home values, and higher insurance premiums.

Disasters also cost the local government money. Community infrastructure such as roads, drainage systems, water systems, and wastewater treatment plants built in high hazard areas are subject to frequent damage and costly repairs. Federal post-disaster assistance does not cover all the costs of recovery. A local government is responsible for up to 12.5 percent of local public recovery costs in a federally declared disaster. In smaller events that are not federally declared, the local government is responsible for 100 percent of the local recovery costs. These costs can put a significant strain on the budget of a small local government without significant revenue sources. Disruption of the community’s infrastructure can also hamper the local economy,

impacting the tax base and making recovery more difficult. But the public costs of a disaster are not related to infrastructure alone. Critical facilities such as hospitals, schools, airports, and major government buildings located in high hazard areas are often subject to damaging conditions just when they are needed the most. And of course, the cost to community health, safety and welfare can never be accurately calculated.

The *Tallahassee-Leon County Local Mitigation Strategy* will enable county and municipal officials, the business community and local citizens to reduce risks and costs by including hazard mitigation as part of every day planning, rather than limiting it to the measures taken immediately before or after a disaster strikes.

1.3 Local Mitigation Strategy Development Procedures

The *Tallahassee-Leon County Local Mitigation Strategy* has been developed and updated through an effective process of public participation involving public meetings, Steering Committee meetings, City and County Commission workshops, and City and County Commission meetings.

The LMS Committee was initially assembled by the Apalachee Regional Planning Council, which had prepared the 1999 edition of the LMS. Any local government department that had some role in hazard mitigation, disaster response, or public safety was invited to participate. Major employers, including the area hospitals, the universities and schools, were included. Private sector participation was not directed at individual businesses, but at representative groups. In the interest in addressing residential and commercial construction, the local Builder's Association was included. [The Chamber of Commerce is an ex-officio member of the Steering Committee.] The Council of Neighborhood Associations (CONA) represented homeowner interests. Outside of citizen participation via attendance at public meetings, CONA is recognized as the primary voice for homeowners, especially within the City limits where most subdivisions have operating neighborhood associations. The State, another major local employer, was included indirectly via continuous participation from the Division of Emergency Management.

The LMS was adopted after an advertised public workshop on September 19, 2000, a County Commission meeting on September 26, 2000 and a City Commission meeting on October 11, 2000. Steering Committee bylaws were approved at advertised meetings of both commissions on November 26, 2002. Steering Committee minutes have been recorded since April 2001, and meetings have been publicly advertised since January 2003.

The 2004 update was prepared in response to Steering Committee direction provided at an advertised meeting on December 9, 2004. Technical support and preliminary review for the selected portions of the update were provided by the Steering Committee departments, the Apalachee Regional Planning Council, the Capital Chapter of the American Red Cross, the Div. Of Emergency Management (DCA) and the Federal Emergency Management Agency (DHS). An advertised public meeting regarding the 2004 update was held on December 21, 2004. The advertised County and City commission meetings adopting the 2004 update were held on January 11 and January 12, 2005 respectively.

Descriptions of the 2010 LMS update process and procedures are detailed in Sections 1.5 and 1.6.

1.4 LMS Steering Committee and Working Group Members

The *Tallahassee-Leon County Local Mitigation Strategy* was largely developed by the LMS Committee, a working group comprised of City and County personnel, and representatives from various private sector interests. Beginning in October 1998, the group has met 29 times to identify and evaluate the hazards facing Leon County and the City of Tallahassee. For a complete list of meeting dates and minutes, please refer to Technical Appendix C.

The larger LMS Committee was partitioned into two elements: the Steering Committee, whose function was to direct the course of the local mitigation strategy development; and the Working Group, who provided much of the data that went into the Hazard Identification and Vulnerability Assessment, as well as identifying many of the proposed mitigation initiatives. Both the Steering Committee and Working Group are collectively referred to in this document as the LMS Committee. The name of each LMS Committee member is listed below, along with the agency and/or organization they represented.

Under the inter-local agreement, the Steering Committee was designated by both participating local governments to undertake long-range mitigation planning and to implement the LMS within the constraints of City and County Commission policies and budgets. Including several department-level directors on the Steering Committee ensures that hazard mitigation issues and priorities can be addressed more directly at the higher levels of administration within both the City and the County. For example, Steering Committee decisions can be “pipelined” for consideration during the annual capital budgeting process.

Both local governments also participate separately and jointly in other committees or entities that have significant, but indirect, roles in mitigation planning and implementation. For example, Tallahassee and Leon County have established a joint-comprehensive plan requiring both City and County commission concurrence on changes in land use, stormwater and other policies.

The following lists include all current members of the Steering Committee and the Working Group. The primary roles of Steering Committee members are also defined.

Table 1.1: Steering Committee Members.

Name	Agency / Department	Primary Role(s)	Status
Gabriel Menendez (Chair)	Tallahassee Department of Public Works	Drainage, Flood Control	Voting
Tony Park (Vice-Chair)	Leon County Department of Public Works	Drainage, Flood Control, Roads and Evacuation; Solid Waste Management	Voting
Wayne Tedder	Tallahassee-Leon County Planning Department	Mitigation Planning; Comprehensive Planning	Voting
David McDevitt	Leon County Department of Growth and Environmental Management	Code Compliance; Environmental Review	Voting
Chief Cindy Dick	Tallahassee Fire Department	Fire; Emergency Rescue; HazMat Response	Voting
Chief Michael Jones	Tallahassee Police Department	Public Safety	Voting
Chief Tom Quillin	Leon County Emergency Medical Services	Emergency Medical Services	Voting
Richard Smith	Leon County Sheriff's Office	Emergency Management	Voting
Ray Wright	Capital Area Chapter of the American Red Cross	Public Safety; Emergency Response	Voting
Lee Hartsfield	Tallahassee/Leon County MIS/GIS	Environmental and Property Data; Mapping	Voting
Cynthia Palmer	Florida Division of Emergency Management	Agency Liaison	Non-voting (ex officio)
Janet Borneman	Tallahassee Memorial Hospital	Regional Hospital	Non-voting (ex officio)
Emergency Preparedness Coordinator/ Planner	Capital Regional Medical Center	Regional Hospital	Non-voting (ex officio)
David Bujak	Florida State University	University Liaison	Non-voting (ex officio)
Tom Jacoby	Florida Agricultural and Mechanical University	University Liaison	Non-voting (ex officio)
Danny Taylor	Tallahassee Community College	Emergency Management Coordinator	Non-voting (ex officio)
Sue Dick	Tallahassee Area Chamber of Commerce	Business Community Liaison	Non-voting (ex officio)
Stephen Hogge	Council of Neighborhood Associations	Homeowner Community Liaison	Non-voting (ex officio)

Working Group Members

1. Michael Clark - Leon County Growth and Environmental Management
2. Don Lanham - Leon County Administration
3. Kevin Peters - Leon County Sheriff's Office
4. David Henry - Tallahassee Public Works
5. Gail Worrell - Tallahassee Public Works
6. Alex Mahon - Leon County Public Health
7. Robby Powers - Tallahassee Fire Department
8. Debbie Carver - Tallahassee Memorial Hospital
9. Ryan Mitchell - Florida Agricultural and Mechanical University

Support Staff

1. Steve Hodges - Tallahassee-Leon County Planning Department (*LMS Coordinator*)
2. Megan Anderson - Tallahassee-Leon County Planning Department (*Planning Intern*)

Under current procedures, the LMS coordinator is a designated staff of the Tallahassee-Leon County Planning Department, which is a joint department and reports to both the City and County Commissions. The LMS coordinator serves as a clearinghouse for local government activities and is responsible for placing most actions regarding the LMS on the agenda for the appropriate commission. The LMS coordinator provides staff support for all Steering Committee and Working Group meetings and communications. The LMS coordinator is also the primary point of contact with the Division of Emergency Management regarding LMS planning, hazard mitigation in general, and grants processing.

1.5 Current LMS Update and Plan Adoption

The process of reviewing and revising the Tallahassee-Leon County Local Mitigation Strategy began in October 2008. Under direction from the LMS Committee, staff from City, County, and other local institutions and agencies worked together to update hazard mitigation information for the 2010 update process. The LMS Committee decided that the information contained within 2010 update would be revised to include the most current data regarding hazard occurrences and mitigation, and also reformatted to make the information more accessible to readers. Structured to complement the four-chapter organization of the FEMA manual that outlines LMS requirements, this new organizational structure will make the LMS more readable and is intended to enhance both public and private sector participation in future LMS review and revision processes. Details of how each of the four sections was updated are discussed below.

Chapter One was revised to include the procedures employed to prepare the 2010 LMS update. The Planning Process section describes how the LMS has been developed and updated throughout the last ten years. Chapter One also describes composition of the LMS Steering Committee and Working Group. In re-evaluating local hazard mitigation needs, the LMS

Steering Committee voted to add three new members to the Steering Committee. As a result, new members and agency representatives who have joined the LMS Working Group or Steering Committee have been added to the list in the previous section. Lastly, this section details how the public was kept involved in local hazard mitigation planning processes over the past five years and also describes opportunities for public participation in the LMS update process.

Chapter Two was revised to include all new occurrences of hazards since the previous update. LMS Committee members from various departments and other local officials assisted with data gathering to ensure the best available data was included in this update. Risk and vulnerability analysis data generated by MEMPHIS was incorporated into the Vulnerability Analysis sections for each identified natural hazard. MEMPHIS data identifies the population and structures at risk for each type of hazard, and also uses Department of Revenue data to estimate potential dollar losses of vulnerable structures.

The organization and content of natural hazards profiled in Chapter Two were evaluated by staff and resulted in the following changes:

1. Previously, hazard profiles for **hurricanes, tropical storms, and flooding** were all incorporated into one large section, which also included repetitive flood loss properties. Based on analysis of other LMS examples from Florida counties, the hazard profile for flooding and related repetitive flood loss properties data and discussion was separated from the hazard profile for tropical storms and hurricanes.
2. Similarly, hazard profiles **for infestation and disease** were also previously combined in one section. Based on staff recommendations, disease and infestation were separated, and disease has been renamed '**pandemic influenza**' and the information in the infestation hazard profile has been narrowed to specifically address local vulnerability to '**southern pine beetle infestation.**'
3. The hazard profile for **hail** was combined with **thunderstorms** based on the organization of the MEMPHIS vulnerability analysis data provided by FEMA.
4. The hazard profile for **hazardous materials** was moved from the natural hazards section to the technological hazards section based on staff recommendations.
5. A separate **critical facilities** section was created within Chapter Two. Previously, critical facilities data and information had been dispersed throughout a number of hazard profiles and sections.

As part of the evaluation process for the 2010 LMS update, technological and societal hazards identified in the previously adopted plan were also analyzed by staff. Based on discussions with DEM officials and LMS Committee staff, the majority of technological and societal hazards discussed in the previous plans were removed from the 2010 update. The purpose of the LMS is to address community vulnerability to natural hazards, as specified by FEMA regulations. Additionally, procedures and plans for addressing local vulnerability to these societal and technological hazards are developed, maintained and updated by other local agencies and departments. For example, the City of Tallahassee Utilities maintains plans and procedures for dealing with power and gas loss during hazard events, both natural and man-made. The Leon County Comprehensive Emergency Management Plan also details mitigation actions and local plans for addressing local vulnerability to these hazards. Given the extent of procedures in other

local planning documents for addressing societal and technological hazards, these hazard profiles have been eliminated from the 2010 LMS update. However, updated hazard profiles for hazardous materials and terrorism are included in the current plan.

The Local Hazard Mitigation Goals and Objectives in Chapter Three were re-evaluated by the LMS Committee and were determined to remain valid, with minor changes to the language of selected goals and initiatives. Two objectives were also added to the list of LMS Goals and Objectives (objectives 1.9 and 3.3). Additionally, the Prioritized List of Hazard Mitigation Initiatives and related scoring procedure were re-evaluated by the LMS Committee and resulted in significant changes. The status of mitigation initiatives were discussed in a meeting of the LMS Committee on April 23, 2009, and initiatives that had been completed were removed. A number of initiatives were also modified based on status updates provided by local officials. A detailed discussion of these changes can be found in Section 3.5, and modified and completed initiatives are included as a benchmark for progress in Technical Appendix D. As initiatives were re-evaluated and re-prioritized, economic considerations of mitigation initiatives were factored into the prioritization process, and a new Prioritized List of Hazard Mitigation Initiatives was created for the 2010 LMS Update. Lastly, a discussion of Leon County's and the City of Tallahassee's participation in the National Flood Insurance Program (NFIP) was also added to Chapter 3.

The reformatting of the LMS resulted in the addition of a new chapter detailing the Plan Maintenance procedures. Chapter Four describes the process that will be used to monitor, evaluate and update the plan over the next five years. The Plan Maintenance section also describes how the LMS Committees plan to keep the public actively involved in local hazard mitigation planning, and also how policies in the 2010 LMS will be incorporated into other local planning mechanisms.

The current update was submitted to the Florida Department of Community Affairs, Division of Emergency Management in July 2009. The advertised Leon County and City of Tallahassee commission meetings adopting the 2010 LMS update will be held in January 2010 where Tallahassee – Leon County Planning Department staff will request adoption of the 2010 LMS update via resolution pending approval from the state Department of Emergency Management and the Federal Emergency Management Agency. The request for adoption will go to the Leon County Board of County Commissioners and the Tallahassee City Commission.

1.6 Incorporation of Supporting Information and Documents

The following section describes information sources consulted by LMS Committee staff to ensure the most current and best available data was included in the 2010 LMS update. Information sources described below were consulted to ensure compatibility with initiatives described in the 2010 LMS update. Analyses of these materials also helped the LMS Steering Committee and Working Staff assess new local mitigation needs. These existing resources are important tools in creating and updating an effective mitigation strategy.

a. 2004 Tallahassee-Leon County Local Mitigation Strategy Update

The information included in the 2004 LMS update served as the primary data source for the 2010 LMS update process. In chapters including the Planning Process and Plan Maintenance sections, the information included in the 2004 LMS update needed to be completely updated. However, the information provided in the Hazard Identification and Vulnerability Analysis section provided a strong foundation that was build on in the 2010 LMS update. Information included in the 2004 LMS update was evaluated for relevance and applicability, and based on decisions of the LMS Committee, was appropriately included in the 2010 update.

b. Tallahassee-Leon County Comprehensive Plan

The Comprehensive Plan serves as the planning document that guides development in both the City of Tallahassee and Leon County. Comprehensive Plan policies detail future land use in Tallahassee and Leon County and other growth management policies, which must be considered for effective local mitigation planning.

c. Evaluation and Appraisal Report of the 2010 Tallahassee-Leon County Comprehensive Plan

The 2007 Evaluation and Appraisal Report (EAR) fulfilled State of Florida requirements for updating the Tallahassee-Leon County Comprehensive Plan. Leon County demographic and socio-economic data included in the 2010 LMS Update was derived from the EAR, as well as information related to future growth trends.

d. Leon County Comprehensive Emergency Management Plan

The policies for responding to terrorist attacks are outlined in the Terrorism Annex of the CEMP. The LMS Steering Committee has adopted these policies as the procedures for responding to a chemical, biological, or technical terrorist attack in the City of Tallahassee and/or Leon County. The adopted policies and procedures are detailed in the Terrorism hazard profile, section 2.20.

e. Joint Dispatch Plan for the City of Tallahassee and Leon County¹

In December 2006, local City of Tallahassee and Leon County officials signed an agreement establishing a joint dispatch center for the purposes of dispatching all law enforcement, fire and emergency medical services. Previously, the City dispatched units with the Tallahassee Police Department and the Tallahassee Fire Department, while the Leon County Sheriff's Office dispatched units with the Sheriff's Office and Leon County Emergency Medical Services. A joint dispatch center for law enforcement and emergency personnel has been a priority for the City and County Commissions and the Sheriff for many years, and is part of larger local objectives to build a single, community wide emergency operations center (formerly Prioritized Mitigation Initiative #33). Dispatching emergency calls from one dispatch center will allow for more efficient response and deployment of both emergency and non-emergency calls, which will

¹ Leon County Press Release. "Local Leaders Unite for Ceremonial Signing to Create Joint Dispatch Center." December 12, 2006. http://www.leoncountyfl.gov/admin/press/view.asp?press_id=808.

greatly enhance the public's safety. This joint dispatch center is an important local resource that must be considered in re-evaluating local mitigation strategies & initiatives.

1.7 Description of Planning Process

The *Tallahassee-Leon County Local Mitigation Strategy* was developed by the LMS Committee with guidance from local officials, Leon County residents and partner organizations. Efforts to coordinate the current LMS update began on October 2, 2008 with a publicly advertised meeting of the LMS Committee.

Since that meeting, local officials and staff involved in the LMS Committee and other community members and organizations have met six times on the following dates to share information and coordinate the update processes for policies and information included in the 2010 update:

- October 2, 2008
- October 30, 2008
- March 18, 2009
- April 23, 2009
- May 27, 2009
- June 11, 2009

All LMS Committee meetings are publicly noticed by public information officers from both the City of Tallahassee and Leon County. For a complete listing of LMS Committee meetings since the adoption of the 2004 LMS update and meeting minutes, please refer to Technical Appendix C.

LMS Planning Process and Schedule (2008-2010)

October 2008

The LMS Committee initiated the 2010 LMS update process at a meeting on October 2, 2008. LMS Committee members discussed and analyzed the content of the previous LMS update and invited Florida Department of Emergency Management (DEM) staff to talk about new FEMA requirements. During this meeting staff was assigned to coordinate the LMS update process.

November 2008 – May 2009

LMS Committee staff collected supporting documents, researched new occurrences of hazards, analyzed vulnerability, and gathered other relevant data to begin the 2010 LMS update process. Staff began by reviewing the previous LMS update and noting sections to be updated, new requirements, and data deficiencies. During this review process, staff concluded the 2010 LMS update should be reformatted. Following the research and review phase, staff began drafting the

2010 LMS update. An integral component of the update process was consultation and collaboration with LMS Committee members from relevant departments regarding information and data essential to the update process. Throughout the research and writing process, DEM staff was frequently consulted for guidance regarding FEMA requirements.

May 2009

The first draft of the 2010 LMS update was presented to the LMS Committee. LMS Committee staff presented the new format of the 2010 LMS update and discussed updated LMS content. This meeting was publicly noticed and citizens were welcome to attend this meeting and discuss revisions to the 2010 LMS.

The 2010 Update to the Tallahassee-Leon County Local Mitigation Strategy was also submitted to Gadsden, Jefferson, Liberty, and Wakulla counties for review. Surrounding counties were encouraged to review the LMS to ensure consistency with local and regional mitigation strategies. These counties were also encouraged to provide comments and suggestions on content and presentation.

Based on suggestions from the LMS Committee, local officials and staff from surrounding counties, the LMS was revised to ensure the most current information was included in the 2010 update in a comprehensible and user-friendly format.

June 2009

To encourage public participation and increase community knowledge regarding the local mitigation strategy and related planning processes, a draft copy of the 2010 LMS update was added to the Disaster Planning webpage on the City of Tallahassee website (www.talgov.com). Prior to the current update, excerpts of the previous LMS update are accessible to the public on this webpage. The public meeting was also advertised on the webpage, in addition to traditional advertising forums for the LMS.

The revised 2010 LMS update, reflecting changes recommended by the LMS Committee, surrounding counties, and citizens, was presented to the LMS Committee at a public meeting on June 11, 2009. Staff discussed changes to the 2010 LMS update since the previous adoption of the plan in 2004 and the submittal of the first draft of the current update in May 2009. The public was also invited to this meeting, where citizen comments and suggestions on the draft of the 2010 LMS update were encouraged.

Based on suggestions from the LMS Committee, local officials and citizens attending the public meeting, the LMS was revised to ensure the most current information was included in the 2010 update in a comprehensible and user-friendly format.

July 19, 2009

The current update was submitted to the Florida Department of Community Affairs, Division of Emergency Management for review.

January 2010

The advertised Leon County and City of Tallahassee commission meetings adopting the 2010 LMS update will be held in January 2010.

1.8 Opportunity for Public Involvement

The City of Tallahassee and Leon County recognize the necessity of public participation in the LMS update process. All LMS Committee meetings are open to the public and are advertised on the Leon County and City of Tallahassee website(s) and in local news publications by Public Information Officers for both jurisdictions. In addition to publicly-noticed regular meetings of the LMS Committee, an advertised public meeting regarding the 2010 update was held on June 11, 2009. The public was invited to this meeting, where citizen comments and suggestions on the draft of the 2010 LMS update were encouraged.

Copies of selected excerpts from the 2004 LMS update are available on the City of Tallahassee website (www.talgov.com) on the Disaster Planning webpage. Given that the city of Tallahassee is the only incorporated municipality in Leon County, many local government offices are multi-jurisdictional. These departments, including the Tallahassee-Leon County Planning Department, serve all residents of Leon County. Therefore, information pertaining to residents in both the unincorporated and incorporated areas of Leon County is maintained on many City of Tallahassee websites. Selected portions of the 2004 LMS, including the Prioritized Hazard Mitigation Initiatives and Prioritization Scoring Criteria, have been separated from the larger document with an individual label and web link to make it easier for the public to access this important information. The 2008 Progress Report on stated Hazard Mitigation projects and initiatives is also included on the website. These documents help the LMS Steering Committee and Working Group keep the public updated on the achievement of LMS goals. Located next to these documents is the contact information for the Tallahassee-Leon County Planning Department (TLCPD), as well as a link for citizens to report general comments and feedback through e-mail. This encourages local residents and other interested parties to contact LMS staff coordinators at the TLCPD to discuss any question or concerns they may have regarding the LMS.

To encourage public participation and increase community knowledge regarding the current LMS update and related planning processes, a draft copy of the 2010 LMS update was also added to the Disaster Planning webpage on the City of Tallahassee website (www.talgov.com). The draft copy of the 2010 LMS update was added to the website prior to the public meeting on June 11, 2009 to give the community time to review the draft document and attend the meeting with questions and suggestions for revisions. In addition to public notification for all LMS

Committee meetings, making the draft 2010 LMS document available to the public online allows a broader proportion of the population the opportunity to participate in the LMS planning process. Even if community members are unable to attend the public meeting or other LMS Committee meetings, citizens can contact TLCPD staff via an e-mail link on the webpage or by telephone through the number listed on the webpage with questions, concerns or comments. The LMS Information and Comment Sheet from the June 11, 2009 Public Meeting are included in Technical Appendix C.

As previously noted, the reformatted structure of the 2010 LMS update is also intended to make the information more accessible and enhance both public and private sector participation in future LMS review and revision processes. Sections and content are clearly delineated according to the organization of the FEMA manual, *Local Multi-Hazard Mitigation Guidance*.

The advertised County and City commission meetings adopting the 2010 update will be held in January 2010. These meetings will be publicly noticed and citizens will have the opportunity to comment on the content and adoption of the LMS before the City and County Commissions approve and adopt the 2010 update to the LMS.