



**THE
LOCAL
MITIGATION
STRATEGY:**



**The Town of Callahan
1908 S. Kings Rd.
Callahan, FL 32011
October 1998**

**Bobbi Boone
Town Representative**

TOWN OF CALLAHAN MITIGATION STRATEGY

DELIVERABLES FOR PHASES "A" AND "B"

Section 1: INTRODUCTION

1. GENERAL

a. This plan is to provide a frame work for identifying, prioritizing and identifying resources for those hazard mitigation projects that should be accomplished in order to reduce or eliminate long term risk to the citizens of Nassau County and their property from the effects of all hazards. In conjunction with the Florida Division of Emergency Management, the Town of Callahan has subcontracted with Nassau County to provide local mitigation strategies in four (4) distinct deliverable periods, Phases A, B, C and D.

b. The overall goal of this plan is to promote hazard mitigation and to provide guidelines for the management of post disaster recovery. This strategy is important to the Town of Callahan because of the vulnerability to many different hazards as outlined in the Town of Callahan's Comprehensive Emergency Management Plan.

c. Recovering from a disaster without a proper hazard mitigation plan will become too expensive for the town's established revenues to absorb. As the cost of post disaster recovery continues to grow, it is essential that local governments, both county and municipality, take advantage of mitigation planning opportunities and available funding to reduce the impact and divert property purchasing and flood mitigation.

d. This plan is written to ensure a high level of involvement by state and local government representatives and includes the private sector. This section of the plan encompasses Phases A and B which includes Deliverables 1 and 2 from the Scope of Work of the Local Mitigation Subcontract requirements.

2. PURPOSE:

a. Initially, this Mitigation Strategy is to serve as a bridge between the following Town of Callahan development documents: Comprehensive Plan, Five Year Capital Improvement Plan, Land Use and Development Plan, Flood Water Ordinance and the Southern Building Codes of 1994.

b. Perpetually, the Mitigation Strategy will be a precedent setting document that links out the path of economic growth in the Town of Callahan. It will enhance the development of capital growth programs to continue on their rapid curve while maintaining a fiscally prudent and disaster mitigated community.

3. ORGANIZATION: The Mitigation Strategy is contained in Section II below and is divided into two parts, with three sections in each part.

SECTION II: ORGANIZATION

PART I: THE PROCESS

4. GOVERNMENT COORDINATION:

a. The following state, regional and local governments are involved in developing our mitigation functions for pre and post disasters:

AGENCY/ENTITIES	MITIGATION FUNCTIONS	PRE-DISASTER	POST-DISASTER
Florida Division of Emergency Management	Technical advice, Assistance, Grants and LMS Funding	YES	YES
North East Florida Regional Planning Council (RPC)	Technical assistance and Plan development and writing	YES	YES
Town of Callahan Town Council	Policy, Guidance, Approval and Appointment of Mitigation W.G.	YES	YES
Town of Callahan's Attorney	Legal Advice and plan review	YES	YES
Nassau County School District	Refugee to Emergency Shelters and Needs Transportation	YES	YES
American Red Cross and the Salvation Army	Assistance in Shelter retrofit and shelter assistance provider	YES	YES
Nassau County Local Mitigation Working Group	Developers of the LMS, review committee for continued LMS.	YES	YES
General Public of the Town of Callahan	Input and guidance through public forums and seminars; members	YES	YES

b. **Supporting Agencies:** In addition to the above listed participants, the following state and county agencies have roles in mitigation as defined in the State of Florida Comprehensive Emergency Management Plan and other supporting documents:

- Nassau County Office of Emergency Management
- Department of Agriculture and Consumer Services,
- Office of the Attorney General
- St. Johns River Water Management District
- Department of Community Affairs
- Department of Environmental Regulations
- Department of Health and Rehabilitative Services
- Department of Natural Resources
- Department of Insurance
- Department of Transportation

Department of Business Regulations
Department of Highway Safety and Motor Vehicles
Florida Department of Law Enforcement
Nassau Soil & Water Conservation District

c. Parties with Variances to policies: The Town of Callahan is unaware of any governmental entities that have policies that are at variance with the policies that are outlined herein. It is not the intent of this policy to supplant any legal or formal policies that may be in conflict herewith.

d. Active Intergovernmental Agreements that support Local Hazard Mitigation: The Town of Callahan is a signatory to the Statewide Mutual Aid Agreement.

e. Resolution to Governmental Conflicts: Should conflicts arise between governmental entities relating to this mitigation strategy through the processes included in the Intergovernmental Coordination Element of each local government Comprehensive plan, effort will be made in coordination with the Regional Planning Council (RPC) to resolve such conflicts. Should this initiative be unsuccessful, the matter will be reviewed by the Town of Callahan Council for their final decision on the matter. If conflict still persists, the conflict shall be addressed to the Division of Emergency Management, Local Mitigation Strategy Group, with adjudication by the Department of Community Affairs.

f. Priority of City, Town and County Mitigation Projects: The process to prioritize the final mitigation projects from the county and the municipalities, submitted for grant funding, will be accomplished in a joint meeting between the Nassau County Local Mitigation Strategy Working Group and the officials from the Town of Callahan. Should the parties concerned be unable to agree on the priority list, the matter will be presented to a joint board of the Nassau County Board of County Commissioners and the Callahan Town Council. This process will allow the mitigation projects to be presented for review and prioritization by the Chairman or Vice-Chairman of the Local Mitigation Strategy Working Group.

5. PUBLIC PARTICIPATION:

a. Local Mitigation Strategy Working Group: The Callahan Town Council approved the Local Mitigation Strategy contract on September 21, 1998, which assigned the Town of Callahan as a sub-contractor to Nassau County, contractor and approved the formulation of the Local Mitigation Strategy Working Group at that time. The Working Group consists of members of the Callahan Town Council and the Town of Callahan's appointed representatives. See Attachment A for a detailed list of the Working Group Members and their affiliation. The full Working Group had its' initial meeting on September 21, 1998, when the contract was signed and initiated. An additional meeting on October 19, 1998 was held to approve the Deliverables for Phases A and B, for submission to the Nassau County Board of County Commissioners.

(4) Total fiscal responsibility will be adhered to in the strategic development of this Local Mitigation Strategy and any future modifications. Any accomplishment of goals as developed in the Strategy will be contingent upon the availability of funding.

(3) Any proposed changes to the Local Mitigation Strategy Plan, as the result of the annual reviews or actions taken in subparagraphs (1) and (2), above, will be coordinated with the Town of Callahan Council and the Nassau County Board of County Commissioners. A public forum will be held to ensure proper public input is addressed prior to any approved changes. Notification of change will be sent to Nassau County and will be disseminated throughout the county through the media and newspaper articles.

(2) An annual assessment of all mitigation strategies will be made by the Working Group in coordination with all other development committees and boards to ensure connectivity between the groups. This action will be accomplished annually during the month of July to ensure that the Mitigation Strategy is still consistent with The Town of Callahan's Comprehensive Plan and the 5 Year Capital Improvement Plan revisions for that year.

(1) The Town of Callahan Local Mitigation Strategy Working Group will meet quarterly throughout the contract deliverable phases ensuring proper mitigation projects and programs are addressed and presented. Post contract, the Working Group will continue on a quarterly schedule, unless a disaster or other type of emergency should occur in which case the meeting schedule will be increased to meet the mitigation situation. In a disaster situation, the Working Group will meet as early as possible in the recovery phase and assist in the disaster damage assessment process as required. Actions will commence during recovery to review the current strategy and to amend the current plan based on lessons learned from the response and recovery phases of the disaster. The LMS Working Group will support the Post Disaster Redevelopment Task Force with it's priorities.

a. Procedures for Periodic Review of County Mitigation Strategy: The following actions will be accomplished, in accordance with the indicated schedule to ensure complete current and long term reviews of this plan and future modifications:

6. EVALUATION AND ENHANCEMENT:

b. Procedures for Formally Recognizing the Local Mitigation Strategy Program: This Mitigation Plan and each of it's Deliverable Phases will be approved by the Town of Callahan and signed by the Mayor. All potential ordinances, drafted community development plan changes, committees and oversight boards recommended by the Working Group have and will continue to be presented to the Callahan Town Council by the Working Group Representative as agenda items for review and vote.

(5) The Local Mitigation Strategy Working Group will work in parallel to and under the tutelage of the Land Use Administrator to assist in the completion of the Evaluation and Reporting phase of the Comprehensive Plan and Land Use and Development revisions.

b. Procedures to Ensure Participation of The Town of Callahan in Mitigation: During the review of each contract phase and prior to revisions in post contract periods, one or more meetings will be conducted with the Working Group and the Callahan Town Council. These meetings will address all proposed modifications attained by the Working Group. After final coordination between all groups and the public, recommended changes shall be submitted to the Town of Callahan and the Nassau County Board of County Commissioners for final approval.

c. Procedures for exercising the components of the Local Mitigation Strategic Plan: The components of mitigation strategy and current plans and policies are executable on a continuous basis throughout the Town of Callahan. As mitigation initiatives are presented to the Working Group, appropriate officials and industrial representatives will be invited, as necessary, to ensure their continual involvement in both planning and execution of the contract phases of the projects. Periodic site visitation will be accomplished by the Working Group to maintain continuity with the projects, Scope of Work, thus, reducing any confusion and misdirection.

- 1. De-nag Alligator Creek flood basin to mitigate potential flooding in surrounding area housing developments.
- 2. De-nag applicable creeks in the Mills Creek flood basin to mitigate potential flooding in surrounding area housing developments.
- 3. Provide new out fall system crossing U.S. 1 and 5th street with new catch basins and 48" R.C.P. piping along with concrete ditch sections to Mills Creek.
- 4. Paving and grading of ditches along with piping and associated work along Brandies Ave.
- 5. Mickler Street: Enter into an inter-local agreement with the county to replace side drains and cross drain piping along Mickler St. which is a county road, with catch basins and new piping sized to prevent further flooding.
- 6. Control drainage along county roads and monitor and service the D.O.T. right of way along U.S. 1 and 301 and AIA and establish an annual inspection to identify the areas D.O.T. needs to remove debris to ensure un-encumbered storm water flow.
- 7. Replacement of under drains on town roads that cause flooding and washouts over roads during rainfall.
- 8. Work with property owners which have structures within flood plains to upgrade those structures so that they meet the ordinance criterion.
- 9. Investigate and identify where flood level waters could be diverted to nearby drainage basins and design and construct modified spillway gates to achieve the process.
- 10. Place in pre-determined locations, Road Surface Flood Level Posts, with relevant signage.
- 11. Lining swale areas with concrete runoff aprons to mitigate storm water damage to road edges and in line drainage programs.

Approved Goals:

The following is a list of initial hazard mitigation and long-term recovery goals which have been developed by the Local Mitigation Strategy Working Group, with input from public and private sectors. These goals are not all inclusive, and will become more refined during the 4 contract phases. These goals include the development of mitigation measures that will identify tasks and milestones for completion of each identified project by the end of the mitigation contract deliverable phase D:

7. MITIGATION PROJECT OBJECTIVES:

PART II: THE MITIGATION PRODUCT

- | | | |
|---|-----------|--|
| <p>1. Paragraph Town of Callahan - Comprehensive Plan II F, III B, IV-A-V</p> | <p>1.</p> | <p>De-slag Alligator Creek flood basin to mitigate potential flooding in surrounding area housing developments.</p> |
| <p>2. Paragraph Town of Callahan - Comprehensive Plan V</p> | <p>2.</p> | <p>De-slag applicable creeks in the Mills Creek flood basin to mitigate potential flooding in surrounding area housing developments.</p> |
| <p>3. Paragraph Town of Callahan - Comprehensive Plan III - B, V, and the Proposed Storm Water & Drainage Ordinance</p> | <p>3.</p> | <p>Provide new out fall system crossing U.S. 1 and 5th street with new catch basins and 48" R.C.P. piping along with concrete ditch sections to Mills Creek</p> |
| <p>4. Paragraph Town of Callahan - Comprehensive Plan III - B, V.</p> | <p>4.</p> | <p>Paving and grading of ditches along with piping and associated work along Brandies Ave.</p> |
| <p>5. Paragraph Town of Callahan - Comprehensive Plan III - B, V.</p> | <p>5.</p> | <p>Mickler Street: Enter into an inter-local agreement with the county to replace side drains and cross drain piping along Mickler St. which is a county road, with catch basins and new piping sized to prevent further flooding.</p> |

MITIGATION GOALS

EXISTING PLAN REFERENCE

b. Mitigation Goals Matching or Interacting with Active Town Wide Plans:

- | | |
|--|------------|
| <p>12. Replace selected small bridges and metal drainage, where feasible, on town roads with box culverts and/or elevate road beds to prevent flooding over roadway during periods of heavy rainfall; reduce elevation of road bed and armor the swale areas.</p> | <p>12.</p> |
| <p>13. Replace selected non-box culverts with box culverts on town roads that are not sufficiently above flood stage and elevate roadbeds to prevent flooding over roadways during periods of heavy rainfall. Establish hydrology requirements for these replacement programs.</p> | <p>13.</p> |

MITIGATION GOALS CONT.

EXISTING PLAN REFERENCE CONT.

6.	Control drainage along town and county roads, monitor and service the D.O.T. right of way along U.S. 1 and 301 and A1A and establish an annual inspection to identify the areas D.O.T. needs to remove debris to ensure un-encumbered storm water flow.	Paragraph Town of Callahan - Comprehensive Plan III - V.
7.	Replacement of under drains on town roads that cause flooding and washouts over roads during rainfall.	Paragraph Town of Callahan - Comprehensive Plan III - B, V.
8.	Work with property owners which have structures within flood plains to upgrade those structures so that they meet the ordinance criterion.	Paragraph Town of Callahan - Comprehensive Plan
9.	Investigate and identify where flood level waters could be diverted to nearby drainage basins and design and construct modified spillway gates to achieve the process.	Paragraph Town of Callahan - Comprehensive Plan II F, III B & the Flood Plain Ordinance
10.	Place in pre-determined locations, Road Surface Flood Level Posts, with relevant signage.	Paragraph Town of Callahan - Comprehensive Plan II F, III B, IV A
11.	Lining swale areas with concrete runoff aprons to mitigate storm water damage to road edges and in line drainage programs.	Paragraph Town of Callahan - Comprehensive Plan IV A, VI V and the Flood Plain Ordinance Article I, Paragraph 110-1 thru 110-23
12.	Replace selected small bridges and metal drainage, where feasible, on town roads with box culverts and/or elevate road beds to prevent flooding over roadway during periods of heavy rainfall; reduce elevation of road bed and armor the swale areas.	Paragraphs Town of Callahan - Comprehensive Plan III A, IV A

MITIGATION GOALS CON'T

EXISTING PLAN REFERENCE CON'T

- | | |
|---|--|
| 13. Replace selected non-box culverts with box culverts on town roads that are not sufficiently above flood stage and elevate roadbeds to prevent flooding over roadways during periods of heavy rainfall. Establish hydrology requirements for these replacement programs. | 13. Paragraphs Town of Callahan - Comprehensive Plan V, Town of Callahan Code Book & the Proposed Storm Water and Drainage Ordinance |
| 14. Review and update as necessary the Town of Callahan's flood plain control and storm water, drainage ordinances. | 14. Paragraphs Town of Callahan Comprehensive Plan, Town of Callahan Code Book Article V, Paragraph 110 thru Paragraph 110-23 |

c. Contributing Program and Plan Linage to the Development of a Local Mitigation Strategy:

The linkages between the Town of Callahan's Comprehensive Plan and the Local Mitigation Strategy are significant. The Comprehensive Plan is a detailed vulnerability analysis and the foundation used to develop the strategy. The Comprehensive Plan identifies the overall mitigation needs and requirements and the mitigation strategy then becomes the implementation arm for accomplishing the specific goals in order to meet the Town of Callahan's requirements.

d. Specific Comprehensive Plan Goals Addressed in Local Mitigation:

This strategy is not developed for the purpose of identifying new goals and objectives, but to provide a document to address those that already exist in the Comprehensive Plan and 5 Year Capital Improvement Plan. By reenforcing the goals and tasks of the Comprehensive Plan and the 5 Year Capital Improvement Plan, the mitigation strategy can be the engine to supplant positive initiatives, parallel to the above document's completion paths. It is important that this strategy devotes itself to the continued effort to provide the Town of Callahan the specific preparedness goals required to achieve timely and efficient response and recovery from all disasters.

e. Mitigation Objectives that are at Variance with other Programs and Policies:

It is the sole intent of this Local Mitigation Plan to support and be in strict accord with all other plans and procedures currently active in the Town. Pursuant to the Mitigation Contract with Nassau County and this Strategy will identify and recommend a fundamental direction in regards to all future modifications to any and all plans and policy approved by the Town Council. Therefore, there are no known variances between Local Mitigation Strategy and approved procedures, plans or ordinances of the Callahan Town Council.

8. HAZARD IDENTIFICATION AND VULNERABILITY ASSESSMENT:

This phase of the Local Mitigation Strategy Plan will be addressed in detail when PHASE C is completed and delivered to Nassau County by April, 1999. The pre-identification requirements to properly complete Phase B have commenced and have been properly listed to achieve this deliverable date. They include, but are not limited to: Inventory Analysis, categorizing areas subject to: high winds, fresh water flooding of rivers and tributaries from rainfall, storm surge, severe erosion and industrial risk analysis. Included in the technology and mathematical areas are: Computer aided Site Mapping and Plume disbursement, Structural Inventory, Storm and Flood Water Modeling including rainfall effects for hurricane and non-hurricane disasters, Hurricane Evacuation requirements, critical and hazardous facilities inventories and risk models, growth models for population and post disaster economic development. This data will be presented in tabular form and summarized in deliverable 3, PHASE C.

Current items applicable to DELIVERABLE TWO requirements of the contract:

a. Mappings:

(1) St. Johns River Water Management survey and mapping of existing basins and facilities for future design.

(2) Copies of the Nassau County Flood Insurance Rate Maps are on file at Town Hall and are used to provide a multi-hazard map of the city. Areas that are prone to flooding (V, VE, AE, A and X zones) are show on these maps. Information relating to the repetitive loss data is also on file.

(3) Maps of current land use patterns that describe development trends are contained in the Town of Callahan Future Land Use Map2000, attachment "A" of the Town of Callahan's Comprehensive Plan. Particular note is being made of special sites such as mobile home parks, critical economic facilities.

(4) The Town of Callahan does not have access to used geographic information systems (GIS) to support any hazard identification, risk assessment and critical facilities identification.

b. Inventory:

(1) The following information is furnished relative to the National Flood Insurance Program (NFIP) in Nassau County:

(a) Number of NFIP policy holders: 36

(b) Total of NFIP coverage: \$4,403,00.00

(c) Total paid out in claim losses during the past two (2) years: \$14,400.00 (avg.)

(d.) Total properties that experienced repetitive damages during the past two (2) years: NONE

(2) Additional historical flood depth information, beyond that which is published in the FEMA flood prone area maps, is not currently available in Nassau County. Information will be requested from the St. John's River Water District, Regional Planning Council and the Division of Emergency Management, LMS Working Group staff.

(3) A basic inventory and map of all critical facilities within the town has not been developed to date. All of those facilities and the facilities that are being identified in Phase C of this Mitigation Project will be vulnerable to industrial Risk Management Plan concerns, damage from multiple disaster categories and are being identified in this mitigation report as critical facilities. Hazardous Facility inventory and site identification will be completed using CAMEO WINDOWS and is an integral part of the Nassau County CEMP.

(4) Hazard Category identification data, Natural, Technological and Social is being loaded to relational database program. The matrix will identify 20 impact parameters and will address all of the significant categories confronting the Town of Callahan and its municipalities. The outcome of this matrix will then be applied to the previously developed mitigation goals of the Town of Callahan to ensure compliance with resultant mitigation theoretical modeling data. Major deviations will require adjustments to the mitigation goals and their supporting plans, policies and ordinances.

(5) During deliverable PHASE C, with the assistance of the TAOS MODEL, the Town of Callahan will conduct additional study and research to support greater loss reduction and further alignment of the mitigation and COMP Plan amendments.

c. Increased Vulnerability to Predictive Models Relative to Population Growth:

The Town of Callahan does not currently have the modeling data or equipment to determine which prescriptive vulnerabilities apply to population growth in the Town Areas.

d. Economic Profile of the Planning Area Included in the Vulnerability Assessment:

Without the accomplishment of the mitigation goals outlined in paragraph 7 (Mitigation Project Objectives), the increase in long term recovery from a disaster within Nassau County would increase by approximately thirty-three (33%) percent.

9. MITIGATION INITIATIVES IDENTIFIED THROUGH THE LOCAL MITIGATION STRATEGY:

a. Policies Identified:

(1) Future Land Use Map limits public expenditures in areas identified as subject to repetitive damage from previous disasters. This policy is monitored and evaluated to determine how well it is working in accordance with Appendix C.

(2) The Town of Callahan's Comprehensive Plan appropriates section to outline policy to ensure the protection of critical facilities including a policy of only allowing essential construction of critical facilities.

(3) The Town of Callahan's Comprehensive Plan outlines policy relating to the removal and relocation of damaged and vulnerable structures.

(4) The Town of Callahan's Comprehensive Plan outlines policy that eliminates development in hazard prone areas.

(5) The Town of Callahan shall also be in accordance with the sections of the Comprehensive Plan and outline policy that regulates non-conforming land uses, particularly those in areas subject to sustained damage from disasters.

(6) The Sanitary/Sewage/Solid Waste/Drainage/PW/NGW Element, the Comprehensive Plan outlines policy that regulates land use, flood plains, non-point source storm water run-off, and the design and location of sanitary sewer and septic tanks in hazard-prone areas, pursuant to Rule 9J-5.012(3)(b)5, F.A.C.

(7) The Sanitary/Sewage/Solid Waste/Drainage/PW/NGW Element, of the Comprehensive Plan outlines policy that encourages the removal of septic tanks and technologically or industrial hazardous sites from high hazard areas (HAZMAT facilities).

(8) The Conservation Element, of the Comprehensive Plan outlines policy that regulates watershed alteration.

(9) The flood prone areas as identified in the Town of Callahan's Comprehensive Plan, Section V, outlines policy that requires the town to review its Zoning Code and Subdivision Regulations and make required revisions to control development in a manner that will reduce vulnerability and mitigate natural disaster.

(10) Appropriate sections of the Town of Callahan Code Book outlines policy that addresses repetitively damaged and vulnerable residential and commercial structures.

(11) The Town of Callahan policy outlines policy that addresses procedures for post storm reconstruction, such as building moratoria or special emergency permitting procedures.

(12) Applications for state and federal funding assistance will be reviewed by the Local Mitigation Working Group for concurrence with and direct support of local mitigation objectives. Applications are will then be submitted to the Town Council for review and approval.

(13) The Callahan Town Council approved the Local Mitigation Strategy subcontract on September 21, 1998, and approved the formulation of the Local Mitigation Strategy Working Group on October 19, 1998. The Working Group consists of elected and appointed officials. The Working Group is Chaired by the Mayor to direct mitigation initiatives.

b. Mitigation Programs:

(1) The Town of Callahan in 1994 amended and adopted the Southern Building Code as the building code for the Town.

(2) The above referenced building code and the Town of Callahan Comprehensive Plan provide the development and re-development guidance and regulations relating to hazard mitigation practices within the town.

(3) The Town of Callahan participates in the National Flood Insurance Program (NFIP) with 36 Policy holders.

(4) The Town of Callahan's Comprehensive Plan cover procedures that address the following activities which can earn credits in the Community Rating System (CRS): (a) Emergency Services; (b) Public Information.

(5) The coordination with the local business community in the development of existing and proposed mitigation activities is accomplished through the work of the Local Mitigation Strategy Working Group.

c. Prioritized Mitigation Projects:

The following is a list of mitigation projects developed by the Local Mitigation Strategy Working Group. Projects are listed by priority, and costs where available:

<u>MITIGATION PROJECTS</u>	<u>LISTED IN PRIORITY</u>	<u>ESTIMATED COSTS</u>
1. De-snag Alligator Creek flood basin to mitigate potential flooding in surrounding area housing developments.	1	\$ 500,000

<u>MITIGATION PROJECTS CONT.</u>	<u>LISTED IN PRIORITY CONT.</u>	<u>ESTIMATED COSTS CONT.</u>
2.	De-slag applicable creeks in the Mills Creek flood basin to mitigate potential flooding in surrounding area housing developments.	\$400,000
3.	Provide new out fall system crossing U.S. 1 and 5 th street with new catch basins and 48" R.C.P. piping along with concrete ditch sections to Mills Creek	\$250,000
4.	Paving and grading of ditches along with piping and associated work along Brandies Ave.	\$352,000
5.	Mickler Street: Enter into an inter-local agreement with the county to replace side drains and cross drain piping along Mickler St. which is a county road, with catch basins and new piping sized to prevent further flooding.	\$150,000
6.	Control drainage along county roads and monitor and service the D.O.T. right of way along U.S. 1 and 301 and A1A and establish an annual inspection to identify the areas D.O.T. needs to remove debris to ensure un-encumbered storm water flow.	\$75,000
7.	Replacement of under drains on town roads that cause flooding and washouts over roads during rainfall	\$50,000
8.	Work with property owners which have structures within flood plains to upgrade those structures so that they meet the ordinance criterion.	\$50,000

ESTIMATED COST CONT

**LISTED IN
PRIORITY
CONT**

MITIGATION PROJECTS CONT

9	\$10,000	Investigate and identify where flood level waters could be diverted to nearby drainage basins and design and construct modified spillway gates to achieve the process.
10	\$5,000	Place in pre-determined locations, Road Surface Flood Level Posts, with relevant signage.
11	\$125,000	Lining swale areas with concrete runoff aprons to mitigate storm water damage to road edges and in line drainage programs.
12	\$750,000	Replace selected small bridges and metal drainage, where feasible, on town roads with box culverts and/or elevate road beds to prevent flooding over roadway during periods of heavy rainfall; reduce elevation of road bed and armor the swale areas.
13	\$500,000	Replace selected non-box culverts with box culverts on town roads that are not sufficiently above flood stage and elevate roadbeds to prevent flooding over roadways during periods of heavy rainfall. Establish hydrology requirements for these replacement programs.
14	\$15,000	Review and update as necessary the Town of Callahan's flood plain control and storm water, drainage ordinances.

d. Project Funding:

(1) The following figures reflect the average approximate annual expenditures on mitigation programs and projects that the Town of Callahan has spent prior to the start of the mitigation program:

(a) Pre-storm: F.E.M.A./Public Assistance Damage Survey Report / Category B - \$42,000.00

(b) Post Storm: F.E.M.A./Public Assistance Damage Survey Report / Category C - \$140,282.00

(2) The following is a list of available funding mechanisms for mitigation programs and projects:

- (a) Hazard Mitigation Grant Program (HMGP) funding
- (b) Emergency Management Preparedness and Assistance Grant Programs
- (c) Community Development Block Grant
- (d) FEMA's Flood Mitigation Assistance Program (FMAP)
- (e) Town of Callahan Matching Funds

(3) The following information is furnished relative to the mitigation projects that have been identified for funding:

(a) Evaluation of each project has been made by the Town of Callahan Local Mitigation Strategy Working Group in conjunction with the Town's Land Use Administrator and Public Works Director.

1. Cost Effectiveness
2. Environmental effects
3. Technical feasibility
4. If each project contributes to the overall strategy outlined in this plan
5. If each project is in conformance with the minimum standards of the NFP and F.A.C. 9J-5.
6. If each project is physically located in our NFP zone municipality.

(b) The findings of each of the above evaluations produced positive results that support the continued planning and execution for each project that has been identified for a grant funding request. The attached appendix worksheet is provided as an evaluation working tool for project evaluations.

ATTACHMENT A

LOCAL MITIGATION STRATEGY SUB-CONTRACT CONTACT REPRESENTATIVES

Mayor David R. "Danny" Johnson
2035 Booth Street
Callahan, FL 32011

Council President Jack Sikes
5326 Robinwood Circle
Callahan, FL 32011

Claudine Braddock
2065 Mickler Street
Callahan, FL 32011

Barney Adams
5296 Gum Street
Callahan, FL 32011

Robert "Bobby" Rau
2076 Warrior Drive
Callahan, FL 32011

David Card
P.O. Box 1188
Callahan, FL 32011

Cleo Horne
P.O. Box 661
Callahan, FL 32011

Lenora Minock
2145 Brown Street N-3
Callahan, FL 32011

Town Attorney Daniel S. Brim
13 ½ N. 4th Street
Fernandina Beach, FL 32134

**Planning & Zoning
Administrator
Town Representative** Bobbi Boone
P.O. Box AC
Callahan, FL 32011

**ATTACHMENT B
CRITICAL FACILITIES LISTINGS**

CHURCH

CLINIC

COMMUNICATION

EMERGENCY OPERATION CENTER

ELECTRICAL

EMERGENCY MEDICAL SERVICES

FIRE STATION

LANDING ZONE

POTABLE WATER

SCHOOL

SHELTER

SEWAGE TREATMENT FACILITY

WATER TREATMENT FACILITY

TOWN OF CALLAHAN MITIGATION STRATEGY

DELIVERABLES FOR PHASES "A" AND "B"

Section 1: INTRODUCTION

1. GENERAL

a. This plan is to provide a frame work for identifying, prioritizing and identifying resources for those hazard mitigation projects that should be accomplished in order to reduce or eliminate long term risk to the citizens of Nassau County and their property from the effects of all hazards. In conjunction with the Florida Division of Emergency Management, the Town of Callahan has subcontracted with Nassau County to provide local mitigation strategies in four (4) distinct deliverable periods, Phases A, B, C and D.

b. The overall goal of this plan is to promote hazard mitigation and to provide guidelines for the management of post disaster recovery. This strategy is important to the Town of Callahan because of the vulnerability to many different hazards as outlined in the Town of Callahan's Comprehensive Emergency Management Plan.

c. Recovering from a disaster without a proper hazard mitigation plan will become too expensive for the town's established revenues to adsorb. As the cost of post disaster recovery continues to grow, it is essential that local governments, both county and municipality, take advantage of mitigation planning opportunities and available funding to reduce the impact and divert property purchasing and flood mitigation.

d. This plan is written to ensure a high level of involvement by state and local government representatives and includes the private sector. This section of the plan encompasses Phases A and B which includes Deliverables 1 and 2 from the Scope of Work of the Local Mitigation Subcontract requirements.

2. PURPOSE:

a. Initially, this Mitigation Strategy is to serve as a bridge between the following Town of Callahan development documents: Comprehensive Plan, Five Year Capital Improvement Plan, Land Use and Development Plan, Flood Water Ordinance and the Southern Building Codes of 1994.

b. Perpetually, the Mitigation Strategy will be a precedent setting document that inks out the path of economic growth in the Town of Callahan. It will enhance the development of capital growth programs to continue on their rapid curve while maintaining a fiscally prudent and disaster mitigated community.

3. **ORGANIZATION:** The Mitigation Strategy is contained in Section II below and is divided into two parts, with three sections in each part.

JOB DESCRIPTION

DIRECTOR OF EMERGENCY PLANNING AND OPERATIONS

DEPARTMENT: Emergency Planning and Operations

MAJOR PURPOSE OF JOB:

Under general direction by the County Coordinator performs responsible administrative and professional functions in planning, organizing and directing the County's emergency management, disaster relief, hazardous material control programs, local mitigation programs and strategic planning.

MAJOR JOB DUTIES:

1. Performs duties during a 40 hour work week conducting complex analytical and operational tasks related to the County's hazard mitigation coordination and emergency management planning.
2. Formulates programs, identifies resources, develops procedures and provides necessary administration for obtaining related financial grants.
3. Directs the activities of the Emergency Preparedness Planner in coordination with the Fire/Rescue Department and elements of the Public Works Department for disaster preparedness, hazardous material containment operations and other disaster preparedness programs.
4. Coordinates augmentation of State, Federal or Military assistance elements in the event of local disaster and is the point of contact for the State and Federal Emergency Management Agencies.
5. Serves as liaison between the County and the general public in preparation and distribution of information related to disaster preparedness and related mitigation.
6. Develops implements and periodically reviews the Comprehensive Emergency Management Plan.

KNOWLEDGE, SKILLS AND ABILITIES:

- Extensive knowledge of the Nassau County CEMP, post-disaster and Strategic Five (5) Year Plan.
- Knowledge of the Florida Division of Emergency Management legislative rules and program requirements as designated in Florida Statutes.
- In-depth knowledge and understanding of the Federal Emergency Management Plan, hazard mitigation initiatives and program requirements.
- Awareness of indigent needs for response to evacuation programs and procedures with emphasis on shelter and transportation.
- Knowledge of pre-disaster notification and communication procedures.
- Knowledge of computer hardware/software systems employed in emergency management programs.
- Knowledge of modern public administration practices, policy and financial program.
- Ability to respond rationally to emergency situations and communicate effectively, orally and in writing.
- Must hold a valid drivers license and be able to operate a motor vehicle.
- Knowledge of word processing, database management and spreadsheets.

EDUCATION AND EXPERIENCE:

Graduation from an accredited college or university with a minimum of a Bachelors Degree in Public or Business Administration or a related field and at least five (5) years experience in Emergency Management, two (2) years of which must have been in a supervisory position. A Masters Degree may be substituted for one (1) year of experience in any combination of the above disciplines.

WORK ENVIRONMENT:

Work is performed in a standard office environment with occasional exposure to adverse climate conditions.

Reasonable accommodations will be made for otherwise qualified individual with a disability.

Salary Range: \$41,000- 52,000

Approved by: *Paul B. Stewart*

Date Approved: 8-03-98