



Town of Lake Park, Florida
Stormwater Policy Committee Meeting Minutes
Monday, August 21, 2019 6:00 PM
535 Park Avenue, Lake Park, Florida 33403

CALL TO ORDER:

The meeting was called to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE:

Public Works Director Richard Scherle welcomed everyone to the first Stormwater Policy Committee and asked Committee Member Ronnie Lee Cohen to lead the Pledge of Allegiance.

ROLL CALL:

John D'Agostino, Town Manger	Present
Richard Scherle, Public Works Director	Present
Raul Mercado, Certified Floodplain Manager	Present
Ronnie Lee Cohen, Committee Member	Present
Dena Davis, Committee Member	Present

Also in attendance was Michel Abdelmessih, Public Works Project Manager and Town Clerk Vivian Mendez.

SPECIAL PRESENTATIONS/REPORTS:

1. Swearing in of Stormwater Policy Committee Member by the Town Clerk

Town Clerk Member swore in the Committee members prior to the meeting.

Orientation:

2. Discussion of Information Provided to Stormwater Policy Committee Members.

- **Town of Lake Park Advisory Committee Orientation Presentation**
- **Florida Commission on Ethics Guide to the Sunshine Amendments**
- **Palm Beach County Code of Ethics Training Acknowledgement Form**

Town Clerk Mendez reviewed the Town Advisory Committee Orientation Presentation with the Committee (see Exhibit "A"). Mr. Mercado asked if advertisement of the meetings are on social media. Town Clerk Mendez explained that the agendas are placed on the Town's website and public notices of the meeting are placed on the bulletin board inside of Town Hall, as well as are the marque. Public Works Director Scherle explained that the Town has a Facebook page that could be utilized in the future.

3. Copy of Resolution No. 42-05-19, Restating Membership, Meetings, Powers and Purpose of the Committee.

The Resolution was provided for informational purposes only and not discussed during the meeting.

A. DISCUSSION ITEMS:

Stormwater Policy Committee Meeting Minutes
August 26, 2019

- **Steering Committee Rules**
- **Flood Facts**
- **Current Town Flood Ordinances**
- **Stormwater Master Plan (SWMP) Approach and Methodology Outline**
 - **Public Outreach Outline**

Raul Mercado, Certified Floodplain Manager for Water Resource Management Associates (WRMA) gave a presentation explaining the purpose of the Committee; a brief history of the need for an updated Stormwater Master Plan; the opportunities a Master Plan would offer the Community; Green Infrastructure; Green Streets; drainage concerns; the National Flood Insurance Program; the Lake Park Flood Insurance Map; how Community Rating Systems (CRS) affects the community; and step-by-step instructions of what the Committee needs to do moving forward (see Exhibit "B").

Committee Member Cohen asked questions regarding funding rain barrels for residents and will the rain gardens retain water. Mr. Mercado explained that purchasing the barrels in bulk would offer a tremendous saving to the Town. The barrels could cost from \$8-\$11 each. Some municipalities offer grants to pay for the barrels. He suggested some inexpensive rain garden ideas. Town Manager D'Agostino spoke of the importance of green infrastructure in the Town. The Committee discussed areas in Town that are considered retention ponds versus having the water go through green infrastructure before it get to the Lake Worth Lagoon.

Mr. Mercado explained the steps the Committee would take (see page 26 of the presentation) to create a Stormwater Master Plan. The next meeting was announced for Monday, September 30, 2019 at 6:00 p.m.


Public Comment: None

Committee Member Comments

Committee members had no comments.

ADJOURNMENT

There being no further business to come before the Stormwater Policy Committee and by unanimous vote, the meeting adjourned at 7:18 p.m.



 Chair, Richard Scherle



 Vivian Mendez, Town Clerk



Approved on this 30 of September, 2019



Town of Lake Park
Town Advisory Committee
Presentation

Exhibit "A"

GOVERNMENT IN THE SUNSHINE

- What is Government in the Sunshine? (The Sunshine Law)
 - The Sunshine Law is triggered if two or more members of the same board/committee (elected or appointed) gather to discuss some matter which will foreseeably come before that board for action.
 - The Sunshine Law requirements are:
 - The meeting must be open to the public.
 - It is strongly suggested that meeting be noticed at least 7 days in advance.
 - The Town Hall front bulletin board comply with the public notice requirement.
 - Minutes of the meeting must be taken.



GOVERNMENT IN THE SUNSHINE

- What about talking at social events?
 - Committee members talking with each other at social events is allowable:
 - Refrain from speaking about topics or issues which could, may, or will come before the Committee at any time.
 - OK to talk about the weather, the score of the game, or the latest movie you've seen or the best seller you've read.



GOVERNMENT IN THE SUNSHINE

- What happens if the Sunshine Law is violated?
 - A knowing violation of the Sunshine Law is a misdemeanor of the second degree.
 - A person convicted of a second degree misdemeanor may be sentenced to a term of imprisonment not to exceed 60 days and/or fined up to \$500.00.
 - In addition, the Governor may remove the individual from office.



ROBERT'S RULES OF ORDER

- Use of Robert's Rules of Order is completely voluntary.
- A Committee can pick and choose which parts of the rules it uses.
- The Committee can “go by the book” if it wants, but it doesn't have to.



ROBERT'S RULES OF ORDER

- Here are some suggestions on how to conduct a productive meeting:
 - Stick to the topics listed on the agenda.
 - Recognition to speak should be coordinated through the Chair.
 - Respect others, speak with civility, and maintain order.



ROBERT'S RULES OF ORDER

- How to make a motion:
 - Ask the Chair for the floor and say “I move that...” (by clearly describing the action to be taken by the Committee).
 - Be precise in the words to be contained in the motion.
 - The group votes on exact language; not on vague ideas.
 - Another member of the Committee needs to clearly “second” the motion.
 - The Chair then recognizes the motion, and second, and discussion on the motion may begin.



ROBERT'S RULES OF ORDER

- Voting:
 - Voting is the sole responsibility of the Committee.
 - Before a final vote, the public is entitled to discuss the motion if a Pink Comment Card is filled out and given to the Town prior to the start of the meeting.
 - After all discussion is completed, the Chair then calls for a vote on the motion by the members of the Committee with their responses being either “Aye” or “Nay”.
 - The public does not vote on the item being considered.



PUBLIC RECORDS LAW F.S.S. 119

- Generally, the public has a complete right to review any public records kept by the Town (with certain documents exempt under state law).
- Records include: written words, electronic words, maps, books, e-mails, and social media. It does not include verbal communications.
- A public records request (PRR) does not need to be in writing and the requestor does not need to identify him/her self or say why they want the record.
- The Town can use a voluntary request form to attempt to narrow in, and better understand, the request that is being made.



PUBLIC RECORDS LAW F.S.S. 119

- Staff does not need to stop what they are doing to fill the PRR.
- However, the request must be filled “in a reasonable amount of time”.
- The Town may charge for filling the PRR at \$0.15 per copy (\$0.20 double sided copy) and the staff time involved in producing the record (typically, any staff time under 15 minutes is not charged to the requestor).
- Most important point: **IF THE TOWN HAS THE RECORD** (and it is not covered under one of the exemptions under state statute) **IT MUST BE PRODUCED.**



PUBLIC RECORDS LAW F.S.S. 119

SOCIAL MEDIA

- Social media records include any Town controlled OR PERSONAL social media accounts which include any issues or topics which might come before the Committee.
- Your social media posts dealing with Town business are a public record, and if requested, will be produced!
- Even if most of your social media posts are only personal, if you have just one post dealing with Town business, the requestor may have an opportunity to request copies of all of your social media expressions.



PUBLIC RECORDS LAW F.S.S. 119

- Not all records must be kept forever. There is a State of Florida General Schedule which directs which records must be kept for certain periods of time.
- If a record falls outside of the General Schedule, it may be destroyed.
- However, there is a state form which must be filled out annually and sent to the Secretary of State, advising them which documents have been destroyed, based upon the General Schedule.
- Destroying documents which fall outside of the General Schedule is a good practice, which can help to avoid possible PRR issues.



PALM BEACH COUNTY COMMISSION ON ETHICS

- Palm Beach County has a very strong ethics law regulated by the Palm Beach County Commission on Ethics.
 - Committee members are required to take an on-line ethics training session each year and submit a certificate of acknowledgement of compliance to the Town Clerk's Office.
 - Completion of the training is required within 30 days of taking the oath of office.



GIFT LAW

- You cannot ask for or accept any gift of any value in return for, or because of, the way you do your job as a member of a Committee.
- You cannot ask for, or accept gifts worth more than \$100.00 from any vendor, lobbyist, or company doing business with the Town.
- If you do receive a gift valued at more than \$100.00 from someone not listed above, you must file an Annual Gift Disclosure Report with the Commission on Ethics no later than November 1st of the previous fiscal year.



HELPFUL WEBSITES

- **GOVERNMENT IN THE SUNSHINE MANUAL**
 - [http://myfloridalegal.com/webfiles.nsf/WF/MNOS-AKBS9L/\\$file/2017+Sunshine+Law+Manual.pdf](http://myfloridalegal.com/webfiles.nsf/WF/MNOS-AKBS9L/$file/2017+Sunshine+Law+Manual.pdf)
- **ROBERTS RULES OF ORDER**
 - <http://www.robertsrules.com>
- **PUBLIC RECORDS LAW**
 - http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0100-0199/0119/0119ContentsIndex.html
- **PALM BEACH COUNTY COMMISSION ON ETHICS**
 - <http://www.palmbeachcountyethics.com/>





Vivian Mendez, MMC

Town Clerk

Town of Lake Park

535 Park Avenue, Lake Park, FL 33403

561-881-3311

townclerk@lakeparkflorida.gov



TOWN OF LAKE PARK STORMWATER MASTERPLAN

TASK NO 3. OUTREACH

FLOODPLAIN MANAGEMENT PLAN
STORMWATER POLICY COMMITTEE
INITIAL ORIENTATION MEETING

August 25, 2019



Exhibit "B"



TOWN OF LAKE PARK, FLORIDA

- **The first zoned municipality in Florida (1923)**
- **Area: 2.5 square miles**
- **Population: Approximately 9,000 residents**
- **Fully developed by 1980's**
- **The Town's inner core is made up of older residential and commercial neighborhoods in need of revitalization**



STORMWATER MASTERPLAN HISTORY

- **1986 Stormwater Masterplan**

Updated 1993 and 1995

- **2008 Stormwater Management Utility fee**

Developed without taking into account the expenditures of a long-term and comprehensive CIP and its funding mechanism.

NEED FOR A MASTERPLAN UPDATE TO INCLUDE NEW H&H MODEL, DIGITAL MAPPING, SUSTAINABLE GREEN INFRASTRUCTURE FOR CLIMATE CHANGE ADAPTATION



TOWN OF LAKE PARK UNIQUE CHARACTERISTICS

- The percentage of renters was 50.5%
- Influx of young people aged 18-35 to Lake Park
- An emerging arts scene
- Affordable housing opportunities
- Access to waterfront

These trends have made the Town of Lake Park an attractive area for millennials and younger generations



COMMUNITY REDEVELOPMENT AGENCY VISION

- Achieve a sense of place.
- Development that is compatible with surrounding neighborhoods.
- Complete Streets Vision and Design (Enhance character of the community - pedestrian, bicycle and vehicular accessibility and connectivity).
- Preservation of potentially historic resources.





STORMWATER MASTERPLAN OPPORTUNITIES

Promote sustainability as well as provide physical interception and treatment of stormwater runoff.

- Aesthetic enhancement to residential corridors (Pedestrian and bicycle friendly streetscaping improvements)
- Green Infrastructure-based (Green Streets)
- Climate change-resilient (Enables adoption of sustainable, resilient and environmentally friendly drainage regulations and policies)



STORMWATER MASTERPLAN OPPORTUNITIES

The SWMP can be a vehicle to achieve:

- **The Town's Vision**
- **Attract younger residents and new businesses**
- **Particularly millennials and first-time homeowners.**



RAIN GARDENS

ON PRIVATE PROPERTY



- Incentive programs and competitions can be developed to encourage participation among residential & commercial property owners.
- Intercepts stormwater prior to discharge into public system.
- Treats stormwater at the source prior to entering public system.
- Contributes to the Green Street Concept and can improve aesthetics of residential areas.



GREEN INFRASTRUCTURE / GREEN STREETS



BIO-SWALES

- Intercepts stormwater prior to discharge into public system
- Treats stormwater at the source prior to entering public system
- Reduces quantity of stormwater entering the public stormwater system and improves water quality of discharges
- Improves aesthetics of public corridors





PROPOSED 2019 STORMWATER MASTERPLAN

1. **Data Collection**
2. **Community Rating System (CRS) Program Review**
3. **Outreach and Communication**
4. **Climate Change and Sea Level Rise Assessment**
5. **Operations and Maintenance Program Review**
6. **Water Resources Engineering Science**
7. **Project Management**
8. **Alternatives Analysis**
9. **Stormwater Utility Administration and Funding Sources**
10. **Stormwater Master Plan Report**

Project Delivery: 12 months

Funding Source: Funded in Part by the Florida Resilient Coastlines Grant Program

Pilot Project Recommendation: Green Infrastructure Project





OUTREACH AND COMMUNICATION

The Stormwater Masterplan will be Developed through a collaborative, stakeholder-inclusive process

- Built upon the program mission and stakeholder-defined goals to articulate strategic objectives.
- Objectives translate into manageable and measurable stormwater initiatives, services, activities, and projects.

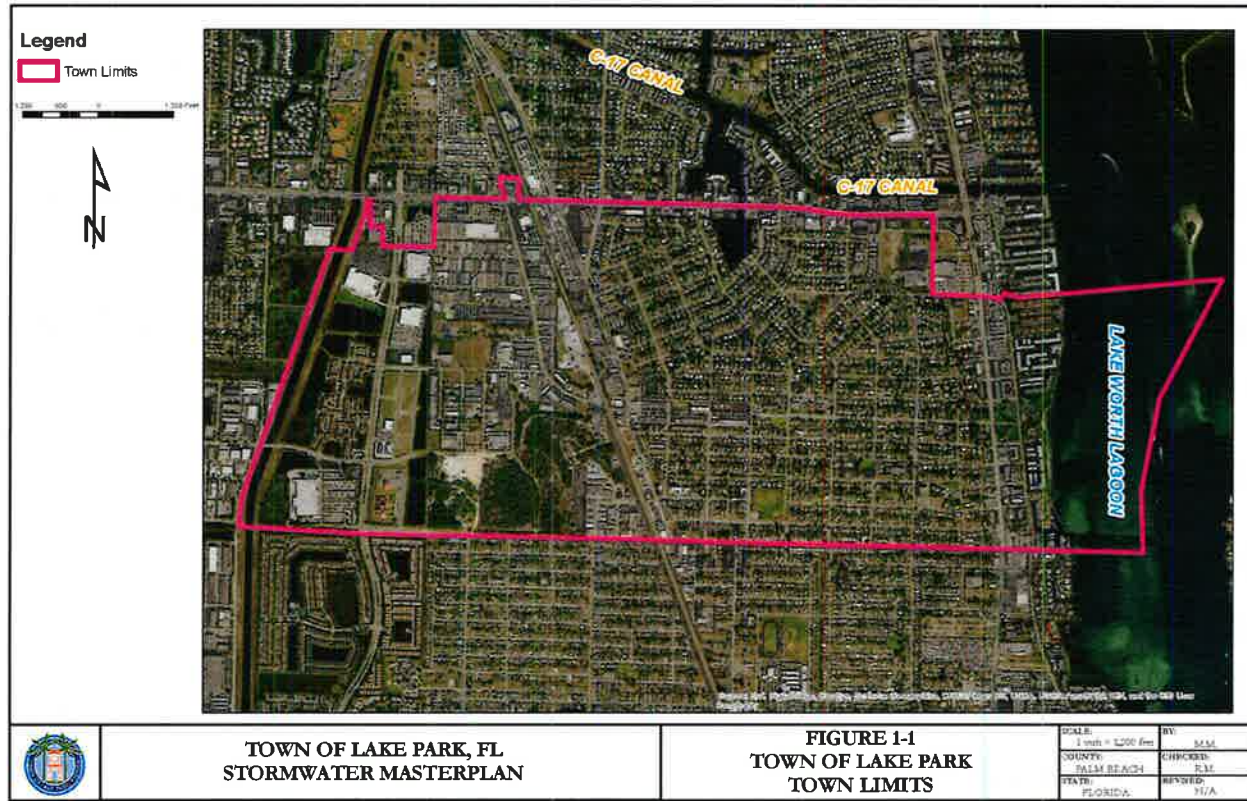
Two committees to be formed

- Technical Advisory Committee (TAC)
- Stormwater Policy Committee (SWPC)

Meetings will be held throughout the course of the project to keep the committees informed

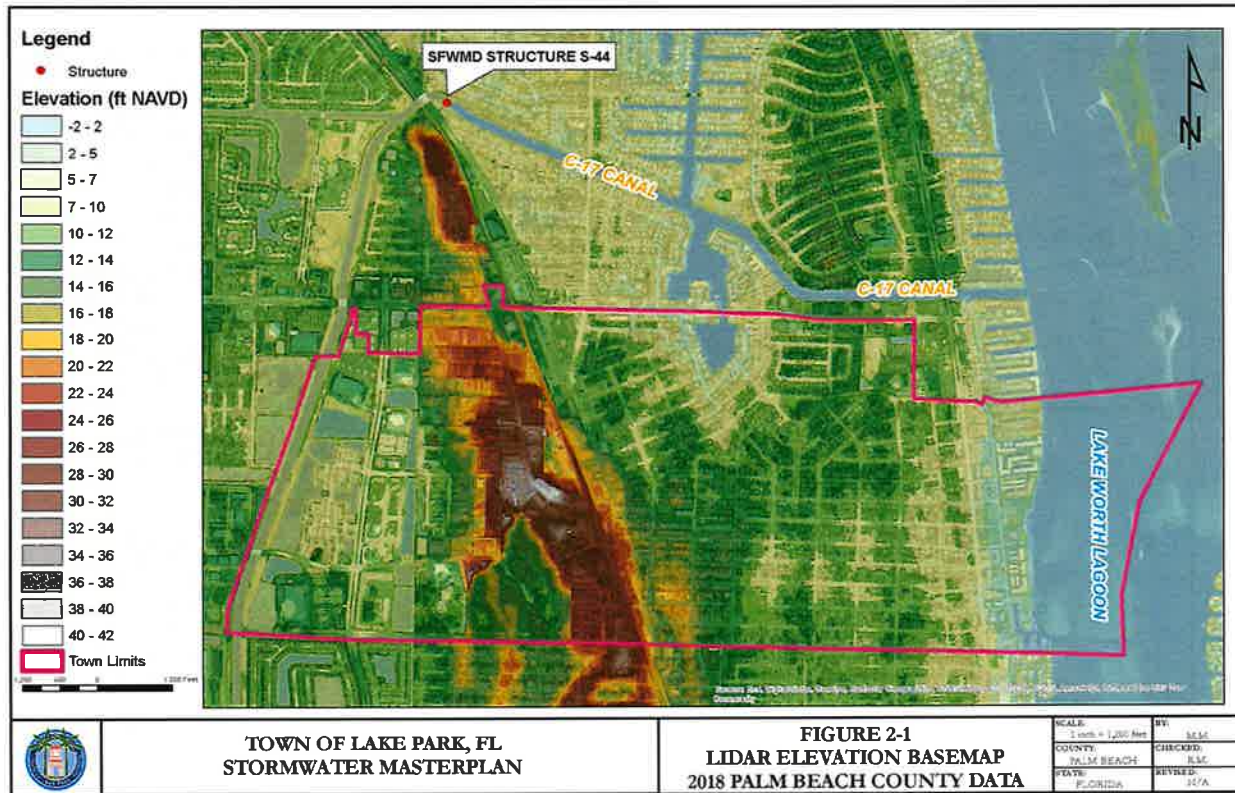


TOWN OF LAKE PARK DRAINAGE SETTING



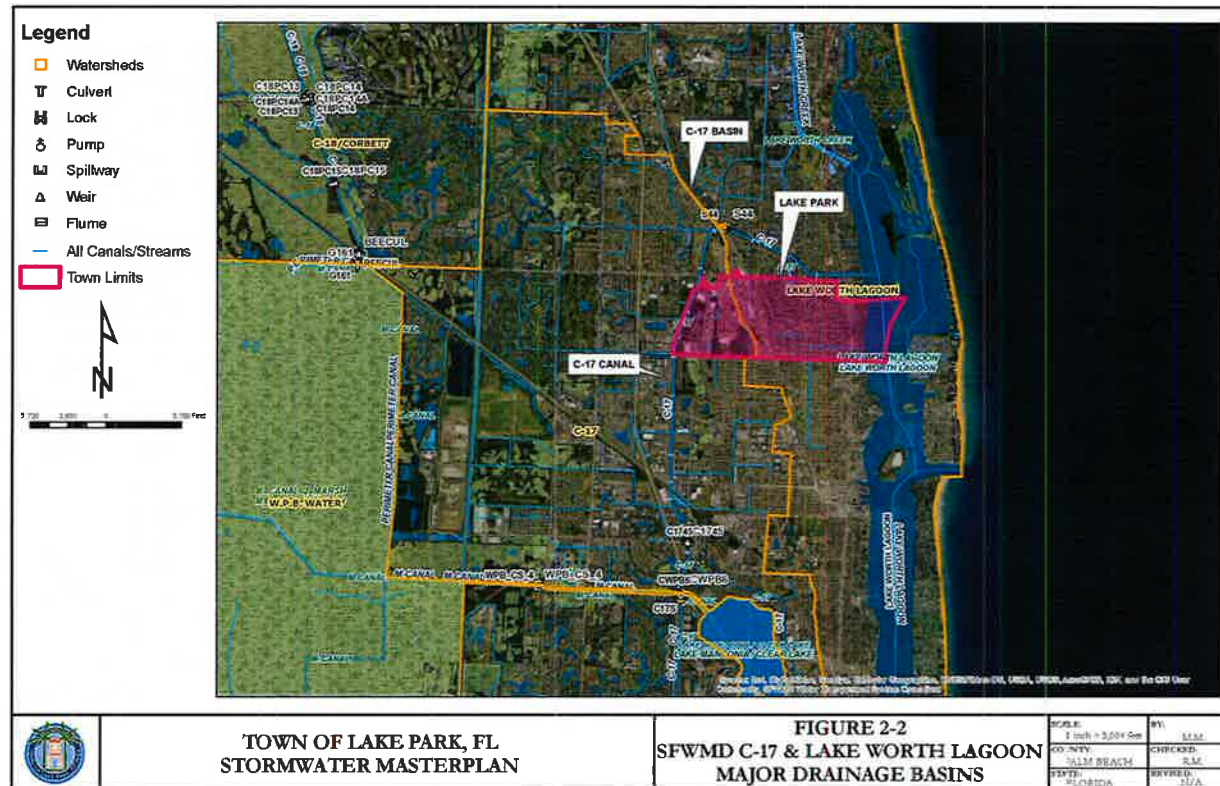


TOWN OF LAKE PARK DRAINAGE SETTING



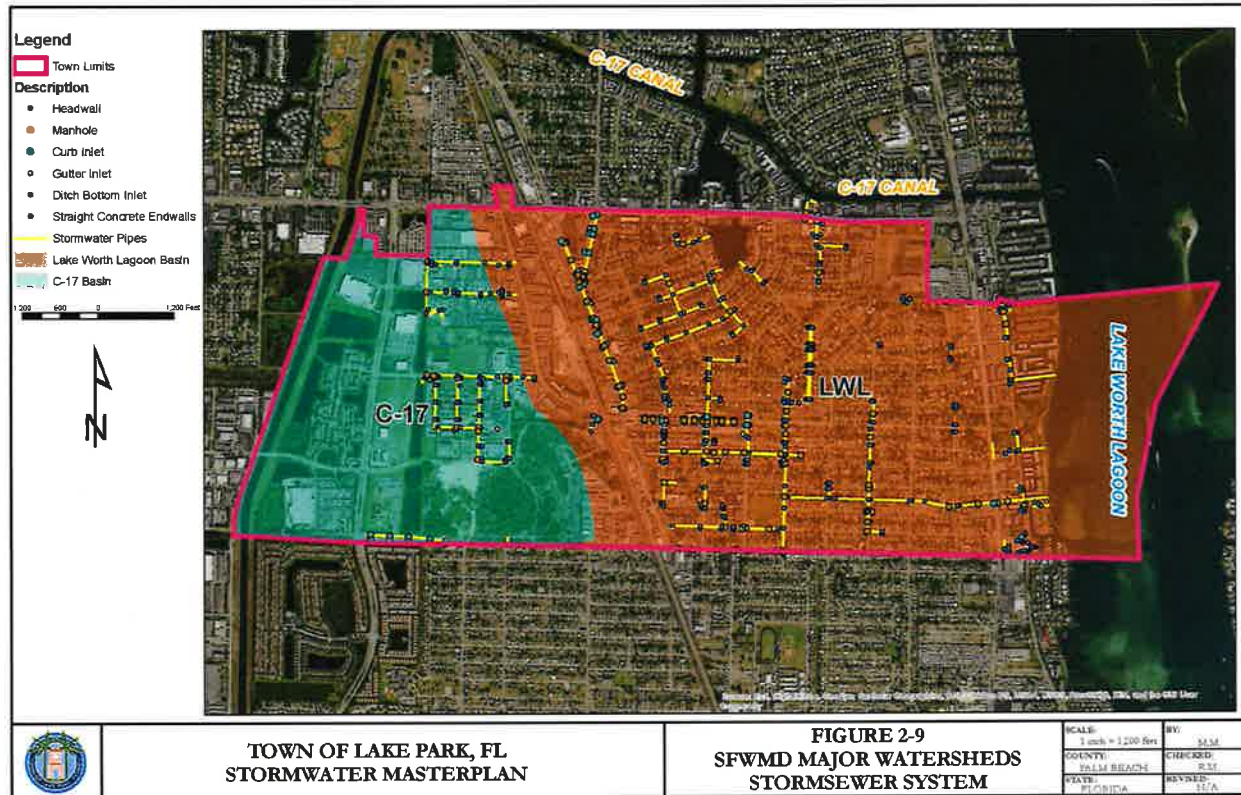


TOWN OF LAKE PARK DRAINAGE SETTING





TOWN OF LAKE PARK DRAINAGE SETTING





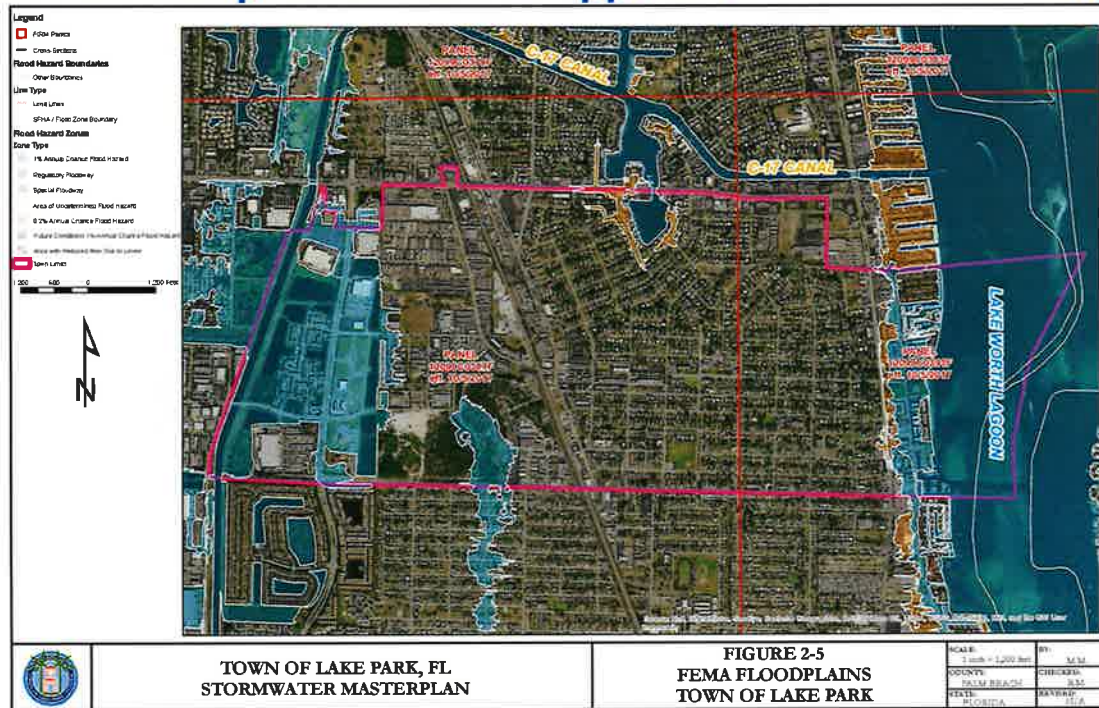
NATIONAL FLOOD INSURANCE PROGRAM

The National Flood Insurance Program aims to reduce the impact of flooding on private and public structures. It does so by providing affordable insurance to property owners, renters and businesses and by encouraging communities to adopt and enforce floodplain management regulations.



TOWN OF LAKE PARK FLOOD INSURANCE MAP

The official map of a community on which FEMA has delineated both the special hazard areas and the risk premium zones applicable to the community.





TOWN OF LAKE PARK FLOOD INSURANCE MAP





TOWN OF LAKE PARK FLOOD INSURANCE MAP





NATIONAL FLOOD INSURANCE PROGRAM TOWN OF LAKE PARK PARTICIPATION

FLOOD INSURANCE STUDY (FIS)

- Town of Lake Park FIS, Effective Date 3/1978
- Palm Beach County and Incorporated Areas (Countywide) FIS, Effective Date 10/5/2017

TLP ORDINANCE #12-2003

Enactment of a Flood Damage Prevention Plan to conform to the National Flood Insurance Act of 1986, as amended, and the adoption of floodplain management regulations that meet the standards of the NFIP. Designating a building official as Floodplain Administrator. Initial Community Rating System (CRS) awarded.

TLP ORDINANCE # 10-2017

Amending Chapter 60 of the Lake Park Code of Ordinances to repeal Chapter 60 entitled Floodplain Regulations. Adopting a new Chapter 60 entitled Floodplain Regulations, Adopting flood hazard maps, Designating a Floodplain Administrator, Adopting procedures and criteria for development in flood hazard areas.





COMMUNITY RATING SYSTEM (CRS)

The National Flood Insurance Program's (NFIP) Community Rating System (CRS) was implemented in 1990 as a voluntary program for recognizing and encouraging community floodplain management activities exceeding the NFIP's minimum standards. Any community that is in full compliance with the NFIP's minimum floodplain management requirements may apply to join CRS.



COMMUNITY RATING SYSTEM (CRS)

- The community receives a CRS classification based upon the total credit for its activities.
- There are 10 CRS classes.
- The qualifying community total points, CRS classes, and flood insurance premium discounts are shown in Table 110-1.
- A higher rating can be obtained by performing additional proactive plan activities.

Table 110-1. CRS classes, credit points, and premium discounts.

CRS Class	Credit Points (cT)	Premium Reduction	
		In SFHA	Outside SFHA
1	4,500+	45%	10%
2	4,000-4,499	40%	10%
3	3,500-3,999	35%	10%
4	3,000-3,499	30%	10%
5	2,500-2,999	25%	10%
6	2,000-2,499	20%	10%
7	1,500-1,999	15%	5%
8	1,000-1,499	10%	5%
9	500-999	5%	5%
10	0-499	0	0

SFHA: Zones A, AE, A1-A30, V, V1-V30, AO, and AH
Outside the SFHA: Zones X, B, C, A99, AR, and D
Preferred Risk Policies are not eligible for CRS premium discounts because they already have premiums lower than other policies. Preferred Risk Policies are available only in B, C, and X Zones for properties that are shown to have a minimal risk of flood damage.
Some minus-rated policies may not be eligible for CRS premium discounts.
Premium discounts are subject to change.

Current Rating





COMMUNITY RATING SYSTEM (CRS)

There are 19 creditable activities, organized under four categories, presented in the 300–600 series of the *Coordinator's Manual*. The *Coordinator's Manual* assigns credit points based upon the extent to which an activity advances the three goals of the CRS.

- Goal 1. Reduce and avoid flood damage to insurable property.
- Goal 2. Strengthen and support the insurance aspects of the NFIP.
- Goal 3. Foster comprehensive floodplain management.



COMMUNITY RATING SYSTEM (CRS)

- **Public Information Activities (300 Series)**

This series credits programs that advise people about the flood hazard, encourage the purchase of flood insurance, and provide information about ways to reduce flood damage and increase resiliency to climate change factors.

Activity 330 – Outreach Projects (350 points)

- **Mapping and Regulations (400 Series)**

- **Flood Damage Reduction Activities (500 Series)**

Activity 512 – Floodplain Management Planning (382 points)

- **Warning and Response (600 Series)**



CRS STEPS FOR FLOODPLAIN MANAGEMENT

- **Planning Process**
 - **Organize**
 - **Involve The Public**
 - **Coordinate**
- **Risk Assessment**
- **Mitigation Strategy**
- **Plan Maintenance**



FLOODPLAIN MANAGEMENT PLAN (ACTIVITY 512)

The Floodplain Management Plan (FMP) is intended to:

- **Identify and periodically update the Town's known flood problem sources and areas.**
- **Establish goals, objectives, and policies and implementation programs to reduce current and future (climate change) flooding and flood related hazards.**
- **Identify the natural and beneficial functions of our floodplains.**
- **Support a reduction in flood insurance costs to those required to have flood insurance.**



FLOODPLAIN MANAGEMENT PLAN (ACTIVITY 512)

A planning committee is strongly recommended for the FMP process. By involving those who can contribute and will be most affected when the recommendations are carried out, the community will get a more realistic product that will have a much better chance of being adopted and implemented.

If the planning committee includes representatives from the public and other stakeholders (with no attachment to local government), additional credit is provided. No credit is provided for the creation of a planning committee if the committee only meets once or twice. It must meet a sufficient number of times to involve the members in the following key steps of the planning process (e.g., at least one meeting on each step):

- **Step 4 Assess the hazard,**
- **Step 5 Assess the problem,**
- **Step 6 Set goals,**
- **Step 7 Review possible activities, and**
- **Step 8 Draft an action plan.**



FLOODPLAIN MANAGEMENT PLAN (ACTIVITY 512)

PUBLIC OUTREACH COMPONENT

The Town of Lake, Department of Public Works is committed to including the public, maximizing public awareness and understanding, and providing open two-way communication with the public about the plan and its development. The Town's objective is to maximize the involvement of the public through the outreach element of the FMP Planning Committee activities in the 2019 FMP development process.

The timely implementation of this process is essential for meaningful public participation to occur.

- Website
- Flood Preparedness Public Survey
- Public Outreach Meetings and Open Houses



FLOODPLAIN MANAGEMENT PLAN (ACTIVITY 512)

STORMWATER POLICY COMMITTEE

- **STEERING COMMITTEE GROUND RULES**
- **MEETING SCHEDULE**
- **SET FUTURE AGENDA PER FMP PER FMP-REQUIRED STEPS**
 - **Assess the hazard**
 - **Assess the problem,**
 - **Set goals**
 - **Review possible activities**
 - **Draft an action plan**



OUTREACH SURVEY & FMP PRESENTATION FLYERS

SURVEY PARTICIPANTS NEEDED!



THE TOWN OF LAKE PARK DEPARTMENT OF PUBLIC WORKS WANT TO KNOW...

ARE YOU PREPARED FOR A FLOOD?



ARE YOU PREPARED FOR THE IMPACTS OF CLIMATE CHANGE?

The Town of Lake Park Public Works Department has begun an update of the Floodplain Management Plan for the Town of Lake Park. Collecting data on public perception of flood risks and climate change is a vital component of this process. By taking this survey you are helping to improve the management of floodplains!

PLEASE TAKE OUR SURVEY!

SURVEY LINK

www.surveymonkey.com/...

The survey should take 10-15 minutes to complete. Thank you for participating!

THE SURVEY WILL ASK ABOUT:

- ✓ Your perception of flood risks in the Town of Lake Park.
- ✓ Flooding in home, neighborhood, or at work.
- ✓ Your experience with flood insurance.



FOR MORE INFORMATION ABOUT THE FLOODPLAIN MANAGEMENT PLAN, VISIT THE WEBSITE AT:

DRAFT PLAN PRESENTATION

FLOODPLAIN MANAGEMENT PLAN 2020 UPDATE

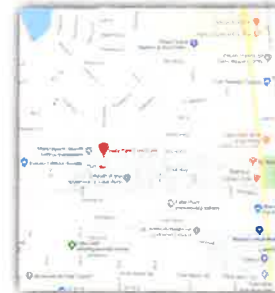


2020
6:30PM TO 7:30PM

Town Hall
535 Park Avenue
Lake Park, FL 33403



The Town of Lake Park Public Works Department is pleased to present the Draft 2020 Floodplain Management Plan (FMP) for public review. The purpose of the FMP is to complete the required steps to receive classification under the National Flood Insurance Program's Community Rating System (CRS).



WHY DO THIS???

CAN HELP REDUCE FLOOD INSURANCE PREMIUMS!

FOR MORE INFORMATION AND TO REVIEW THE DRAFT PLAN PLEASE VISIT OUR WEBSITE AT: [HTTP://WWW.LAKEPARKFL.COM](http://www.lakeparkfl.com)



ABOUT THE FLOODPLAIN MANAGEMENT PLAN (FMP)

Floodplain Management Plan Overview

Floods are the most common hazards in the United States according to the Federal Emergency Management Agency (FEMA). Providing residents with information on flooding hazards is the first step to helping prevent the loss of life, disruption, and damage caused by floods.

The program for developing a FMP is administered by FEMA, under the National Flood Insurance Program (NFIP) through their Community Rating System (CRS). In addition to providing a means for comprehensive floodplain planning, the NFIP makes federally backed flood insurance available to the communities that complete an FMP. Depending on the community's level of floodplain management planning, the NFIP awards a class rating, which then allows for a discount in flood insurance rates to the participating community.

The Floodplain Management Plan (FMP) is intended to:

- Identify and periodically update the Town's known flood problem sources and areas.
- Establish goals, objectives, and policies and implementation programs to reduce current and future (climate change) flooding and flood related hazards.
- Identify the natural and beneficial functions of our floodplains.
- Support a reduction in flood insurance costs to those required to have flood insurance.

CRS Steps for Floodplain Management Planning

The first priority for the FMP is to benefit the citizens of the Town of Lake Park by providing protection against flood hazards. In addition, the FMP will be developed and updated to follow FEMA's guidelines for flood planning under the CRS program.

Developing and maintaining a comprehensive floodplain management plan is among the activities that earn CRS credits toward reduced flood insurance rates. To earn CRS credit for a floodplain management plan, the community's process for developing the plan must include at least one item from each of 10 recommended steps.

Planning process steps:

- Step 1: Organize
- Step 2: Involve the public
- Step 3: Coordinate

Risk assessment steps:

- Step 4: Assess the hazard
- Step 5: Assess the problem

Mitigation strategy steps:

- Step 6: Set goals
- Step 7: Review possible activities
- Step 8: Draft an action plan

Plan maintenance steps:

- Step 9: Adopt the plan
- Step 10: Implement, evaluate and revise



TOWN OF LAKE PARK FLOODPLAIN MANAGEMENT PLAN (FMP) FREQUENTLY ASKED QUESTIONS

What is a floodplain?

A floodplain is any land area susceptible to being inundated by flood waters from any source (lakes/ponds/reservoirs, regional/local canals, intracoastal storm surge, etc.).

What is floodplain management?

Floodplain management is a decision-making process that aims to achieve a reduction in the loss of life, disruption, and damage caused by floods; and the preservation and restoration of the natural resources and functions of floodplains.

What is the Floodplain Management Plan?

The Floodplain Management Plan (FMP) is a future-oriented approach to planning in flood risk areas (Currently known and from expected Sea Level Rise climate change sources) . It's a pre-disaster planning approach that is part of the Town's participation in the National Flood Insurance Program, Community Rating System (NFIP/CRS).

Why is the Town developing the FMP?

The preparation of the FMP reflects the Town's commitment to continuously identify areas of current and projected flooding risk as posed by climate change and assess the extent of the problem, should a flooding disaster take place. The FMP outlines activities (goals, objectives, policies and implementation programs) that will be presented and recommended to the Mayor and City Council for adoption.

How is the public involved in this process?

The public is an integral part of the planning process. The FMP was prepared under the guidance of a Steering Committee consisting of at least 4 members, with approximately half governmental and half non-governmental stakeholders.



**TOWN OF LAKE PARK
FLOODPLAIN MANAGEMENT PLAN
PUBLIC OUTREACH ELEMENT
August 25, 2019**

Overview

The National Flood Insurance Program recognizes the importance of public information and participation in developing Floodplain Management Plans and updates. The Town of Lake Park, Department of Public Works, is committed to including the public, maximizing public awareness and understanding, and providing open two-way communication with the public about the plan and its development. The Town's objective is to maximize the involvement of the public through the outreach element of the FMP Planning Committee activities in the 2019 FMP development process.

The participation of the public will be crucial to the development of the 2019 Floodplain Management Plan (FMP). In order to reach out to as many stakeholders as possible, the Town will pursue many avenues of outreach including forming a planning committee to oversee the development of the plan, conducting presentations to neighborhood councils throughout the Town for information and community input, distributing a questionnaire to stakeholders in and near floodplains to ask for their input and ideas, providing a hotline for stakeholders to call, and creating a regularly updated website with all updates on the plan, including notification of upcoming meetings.

The Town is hopeful the extensive outreach efforts will yield valuable input from stakeholders for the development of the updated plan. It will allow for the planning committee and the public to address and reflect on current climate change impacts to flood hazards and the Town's ecosystem. It is also expected it will yield suggested solutions to many of the noted hazard and problem areas in the Town.

Overall, public involvement in the planning of the 2019 FMP will include the distribution of questionnaires, presentations to neighborhood councils and property owners' associations, and recurring meetings of the Planning Committee to oversee the planning process. The outline below further discusses the specificities of the outreach efforts proposed for the 2019 FMP.

Outline

The timely implementation of this process is essential for meaningful public participation to occur.

Website

The Town of Lake park will welcome participation through their website, through informational meetings open to the public, and via a public survey.

The Town will ensure the website details information on the 2019-2020 floodplain management plan, as well as annual progress reports and resources related to floodplain management. The website will be periodically updated to keep the public posted on planning activities and to solicit input.

Flood Preparedness Public Survey

The Town will prepare an online survey in order to gauge the public's perception of current ongoing flood risks and future climate change-induced flood risks. Information about the survey will be provided for public distribution. The survey will be used to gauge household preparedness for flooding, assess residents' level of knowledge about ways to reduce risk and loss from current flooding, and identify areas vulnerable to floods from predicted Sea Level Rise (SLR) and storm events of increased rainfall intensity. Responses to the survey will help guide discussion and selection of mitigation actions for this plan.

Public Outreach Meetings and Open Houses

Public outreach meetings will be held to introduce the FMP process to the public. Additional meetings will be held to present the 2020 Draft FMP to the public. Meetings dates and locations will be posted under the Events Calendar as they are determined by the Town.



**STEERING COMMITTEE GROUND RULES
TOWN OF LAKE PARK FLOODPLAIN MANAGEMENT PLAN (FMP)**

PURPOSE OF THE STEERING COMMITTEE

The name of this organization shall be the Town of Lake Park Floodplain Management Plan Steering Committee, hereafter referred to as the Steering Committee (SC). The purpose of the SC shall be to:

- A. Provide guidance and leadership, oversee the planning process, and act as the point of contact for local governments and the various interest groups interested in this planning effort.
- B. Solicit a wide range of input into the planning process and advocate for public involvement.
- C. Educate all participants in flood hazard mitigation planning.

Members of the SC were selected to represent a cross-section of views and interests within the planning area. Through this inclusion of diverse interests, the SC hopes to enhance the robustness of the planning effort and to build support for floodplain management activities across stakeholder groups. A successful planning effort will result in the adoption and approval of the FMP that sets the stage for reducing adverse impacts of flooding within the City through activities and strategies embraced by both elected officials and their constituents.

CHAIRPERSON AND VICE CHAIRPERSON

.....to be selected as the chairperson SC. The role of the chairperson is to:

- Facilitate town meetings to ensure all goals of the agenda are met by the conclusion of the meeting;
- Use different skills and tools to allow group discussion to run smoothly;
- Moderate discussions between members with differing points of view; and
- Serve as a sounding board for staff in the preparation of agendas and how to best involve the full Committee in work plan tasks.

.....to be selected as vice chairperson. The role of the vice chairperson is to assume the duties of the chair when the chair is not able to attend a meeting or forum.

QUORUM

Quorum for this planning effort will be 3 members of the SC. Items listed on the agenda will still be reviewed and discussed at any meeting where quorum is not met; however, any decisions will be postponed until a time when quorum has been reached.

ALTERNATES

Alternates may be designated for each SC member. An alternate attending on behalf of a SC member shall have full voting privileges. Alternates will be included on all SC emails and should strive to stay up



to date on SC business. It is incumbent upon the primary member of the SC to ensure that his or her alternate can adequately represent the member's views in SC meetings.

DECISION-MAKING

The SC will strive for consensus in its decision-making process. If consensus cannot be reached, the issue will move to a majority vote. Meeting minutes will reflect any dissenting opinions.

RECOMMENDATIONS

The Committee's recommendations will be recorded in the meeting summaries and reflected in the FMP as appropriate. The Committee may also assist in public presentations of the Plan and its recommendations.

STAFFING

The Planning Team for this project includes appropriate personnel from the Town of Lake Park Planning and Department of Public Works, along with contract consultant assistance provided by WRMA. The Planning Team will schedule meetings, distribute agendas, prepare information presentations for Committee meetings, write meeting summaries, and generally seek to facilitate the Committee's activities.

A Town designated Lead Planner or Public Works staff will be the designated spokesperson for this planning effort.

MEETING DATES

Meetings generally will be conducted on the.....of each month from ----- PM to -----PM at the -----or as designated in the Town of Lake Park website. Meetings will be open to the public and advertised as such. In the event that a meeting will be held at an alternate time or location, the SC and public will be informed of the location. There will be no meeting scheduled in December to avoid conflicts with SC members' holiday plans.

ATTENDANCE

Participation of all Committee members in meetings is important and members should make every effort to attend each meeting. If Committee members cannot attend, they should inform the planning team before the meeting is conducted. If a primary member and his or her alternate miss two consecutive meetings or three cumulative meetings over the course of the planning process, the member will be relieved of his or her membership on the SC.

PUBLIC INVOLVEMENT

All Steering Committee meetings will be open to the public and advertised as such and will adhere to the requirements of the State of Florida Sunshine Act. Members of the public wishing to address the SC may do so based on the Town's public speaking protocol as follows:

- Requests to be heard must be submitted to the Chairperson of the Steering Committee before the item is called. This is accomplished by completing the speaker request form and submitting it to the

Chairperson of the SC. Speaker request forms shall request the following information from the member of the public:

- Agenda item number to be discussed or Public Comment;
 - If the person is in favor/opposed to the agenda item (if applicable and optional);
 - Person's name, Person's telephone number (optional), Person's address (optional);
 - Name of organization (if applicable and optional); and
 - A brief summary of the person's position on the matter (optional).
- A member of the public will be granted two minutes of comment per agenda item addressed, with a total per-person time limit of five minutes for comment on agenda items.

The meeting agendas for all SC meetings will be posted on the Floodplain Management website a minimum of 72 hours prior to all scheduled meetings.



STORMWATER POLICY COMMITTEE MEETING SCHEDULE

Steering Committee Meetings are open to the public. They are held every 2nd Monday of the month, unless otherwise noted, from 6:30 pm – 08:00pm at the Town Lake Park Town Hall, located at 535 Park Avenue, Lake Park Florida 33403.

Scheduled Meeting Dates:

September ---, 2019
October ---, 2019
November---, 2019
January 9, 2020
December (no meeting)
January ---, 2020
February --- 2020
March ---, 2020
April ---, 2020

These dates and locations may be subject to change, check the Town’s website for updates.

ORDINANCE 12- 2003

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, PROVIDING FOR THE ENACTMENT OF A FLOOD DAMAGE PREVENTION PLAN TO CONFORM TO THE NATIONAL FLOOD INSURANCE ACT OF 1986, AS AMENDED, AND THE ADOPTION OF FLOODPLAIN MANAGEMENT REGULATIONS THAT MEET THE STANDARDS OF THE NATIONAL FLOOD INSURANCE PROGRAM; PROVIDING FOR REPEAL OF ORDINANCE 5, 1987 AND EXISTING REGULATIONS; PROVIDING FOR A NEW CHAPTER 9.1 OF THE TOWN CODE OF ORDINANCES ENTITLED "FLOODPLAIN REGULATIONS"; PROVIDING FOR DEFINITIONS; ESTABLISHING AREAS OF SPECIAL FLOOD HAZARD; PROVIDING FOR THE REQUIREMENT OF A DEVELOPMENT PERMIT; PREVAILING PENALTIES FOR VIOLATION; DESIGNATING BUILDING OFFICIAL AS FLOODPLAIN ADMINISTRATOR; PROVIDING FOR PERMIT PROCEDURES; ESTABLISHING DUTIES AND RESPONSIBILITIES OF FLOODPLAIN ADMINISTRATOR; PROVIDING STANDARDS FOR FLOOD HAZARD REDUCTION; PROVIDING VARIANCE PROCEDURES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Article VIII, Section 2 of the Florida Constitution and Chapter 166, Florida Statutes ("Municipal Home Rule Powers Act"), the Town has the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Town Commission finds that: (1) the flood hazard areas of the Town of Lake Park are subject to periodic inundation, which results in loss of life and property, health and safety hazards, disruption of commerce and government services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public safety and general welfare; and (2) these flood losses are caused by the cumulative effect of obstructions in floodplains causing increases in flood heights and velocities, and by the occupancy of flood hazard areas by uses vulnerable to floods or hazardous to other lands which are inadequately elevated, flood proofed, or otherwise unprotected from flood damages; and

WHEREAS, the Town Commission hereby determines that the adoption of revised and comprehensive floodplain management regulations is the best interests of the citizens and residents of the Town of Lake Park.

ORDINANCE NO. 10-2017

AN ORDINANCE BY THE TOWN COMMISSION OF THE TOWN OF LAKE PARK AMENDING CHAPTER 60 OF THE LAKE PARK CODE OF ORDINANCES TO REPEAL CHAPTER 60 ENTITLED FLOODPLAIN REGULATIONS; ADOPTING A NEW CHAPTER 60 ENTITLED FLOODPLAIN REGULATIONS; ADOPTING FLOOD HAZARD MAPS, DESIGNATING A FLOODPLAIN ADMINISTRATOR, ADOPTING PROCEDURES AND CRITERIA FOR DEVELOPMENT IN FLOOD HAZARD AREAS; ADOPTING CERTAIN PROVISIONS THAT SUPERSEDE FLORIDA BUILDING CODE; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Legislature of the State of Florida has, in Chapter 166 - Municipalities, Florida Statutes, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of the Town of Lake Park and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

WHEREAS, the Town of Lake Park was accepted for participation in the National Flood Insurance Program on September 15, 1978 and the Town Commission desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60, necessary for such participation; and

WHEREAS, Chapter 553, Florida Statutes, was adopted by the Florida Legislature to provide a mechanism for the uniform adoption, updating, amendment, interpretation and enforcement of a state building code, called the *Florida Building Code*; and

WHEREAS, Chapter 553, Florida Statutes, allows for local technical amendments to the *Florida Building Code* that provide for more stringent requirements than those specified in the Code and allows adoption of local administrative and local technical amendments to the Florida Building Code to implement the National Flood Insurance Program and incentives;

WHEREAS, the Town Commission of the Town of Lake Park previously adopted requirements to (a) require buildings that sustain repetitive flood damage over a ten-year period to be included in the definition of "substantial damage," (b) require accumulation of costs of improvements and repairs of buildings, based on issued building permits, over a five-year period, and (c) limit partitioning of enclosed areas below dwellings and to limit access to enclosed areas

SURVEY PARTICIPANTS NEEDED!



**THE TOWN OF LAKE PARK DEPARTMENT
OF PUBLIC WORKS WANT TO KNOW...**

**ARE YOU
PREPARED
FOR A
FLOOD?**



**ARE YOU
PREPARED FOR
THE IMPACTS
OF CLIMATE
CHANGE?**

The Town of Lake Park Public Works Department has begun an update of the Floodplain Management Plan for the Town of Lake Park. Collecting data on public perception of flood risks and climate change is a vital component of this process. By taking this survey you are helping to improve the management of floodplains!

PLEASE TAKE OUR SURVEY!

SURVEY LINK

www.surveymonkey.com/...

The survey should take 10-15 minutes to complete. Thank you for participating!

THE SURVEY WILL ASK ABOUT:

- ✓ Your perception of flood risks in the Town of Lake Park.
- ✓ Flooding in home, neighborhood, or at work.
- ✓ Your experience with flood insurance.



FOR MORE INFORMATION ABOUT THE FLOODPLAIN MANAGEMENT PLAN, VISIT THE WEBSITE AT:

DRAFT PLAN PRESENTATION

FLOODPLAIN MANAGEMENT PLAN 2020 UPDATE

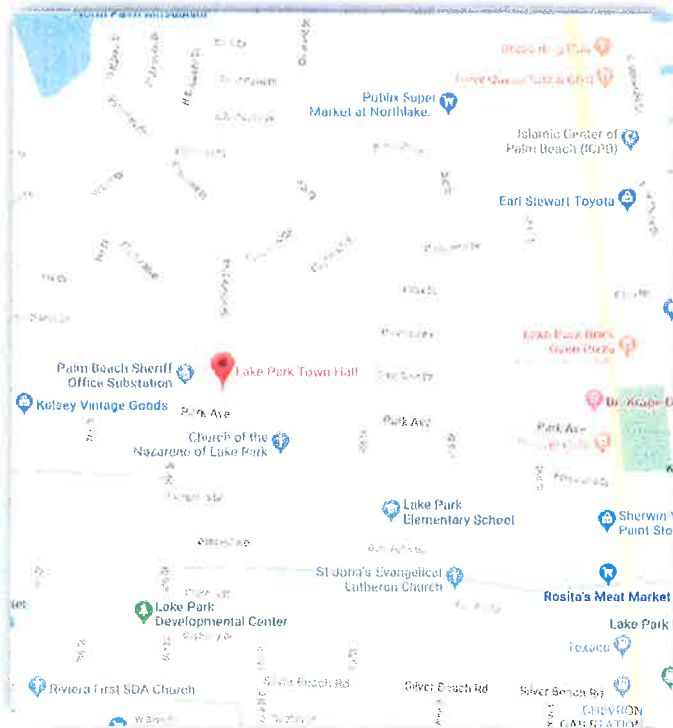


....., 2020
6:30PM TO 7:30PM

Town Hall
535 Park Avenue
Lake Park, FL 33403



The Town of Lake Park Public Works Department is pleased to present the Draft 2020 Floodplain Management Plan (FMP) for public review. The purpose of the FMP is to complete the required steps to receive classification under the National Flood Insurance Program's Community Rating System (CRS).



WHY DO THIS???

CAN HELP REDUCE
FLOOD INSURANCE
PREMIUMS!

FOR MORE INFORMATION AND TO REVIEW THE DRAFT PLAN PLEASE VISIT OUR WEBSITE AT:
HTTP: