

## 2.0 PLANNING PROCESS

The PDRP planning process began in March 2009 and was completed in March 2010. This section provides a description of the Alachua County PDRP planning process, organizational structure and meeting synopses.

The planning process used to develop the PDRP involved a multi-disciplinary, intergovernmental and intercommunity coordinated approach. Stakeholders were invited from county and municipal departments, local and regional entities, non-governmental organizations, local businesses and citizens. All meetings were publicly noticed. The planning process follows the draft Florida PDRP Guidelines that were used during the Florida PDRP Pilot Project that was conducted from 2007-2009.

### 2.1 Overview

The major components of the planning process included:

- Participation in the development of the PDRP was requested of all sectors of the community, including local governments, major industries, business and community groups, educational institutions and the general public.
- Alachua County created and hosted a PDRP website to provide information about the planning process, including the project overview, contact information, documents, meeting schedule, proposed definitions, status and rules governing PDRP and the project team roster: <http://www.alachuacounty.us/government/depts/fr/em/postdisaster/>.
- Presentation of PDRP concept, proposed planning process, roles, expectations and desired results to community stakeholders.
- Creation of an Executive Committee (EC), Working Group (WG) and Subcommittees to include stakeholders that play a role in shaping how a community can effectively address long term recovery and redevelopment. The EC members include the Chair and Vice Chairs from the seven Subcommittees. The WG is made up of Subcommittees that handle various recovery and redevelopment functions.
- WG's development of PDRP Goals, Issues and Action Plan over the course of five meetings. The Subcommittees also met individually throughout the planning process on a regular basis.
- Preparation of a Vulnerability Assessment (VA) and Capability Assessment (CA) to support the identification and goals, issues and actions. Coordination with Alachua County Emergency Management (ACEM) to ensure that the PDRP VA was prepared in a complementary manner with the 2009 Local Mitigation Strategy (LMS) Update and CEMP VAs. Input was also received from the Jacksonville the National Weather Service (NWS) Office for development of the Hurricane Wind Analysis.
- Coordination with Growth Management Department to ensure that the PDRP analyses and actions reflected the 2009 Evaluation and Appraisal Report (EAR) strategies.
- Development of PDRP sections with guidance and input from the WG Chair and Subcommittees.

- Provision of draft PDRP to all stakeholders, including citizens, for review and comment.
- Provision of the final draft PDRP to the WG for a final review to ensure all comments were adequately addressed, prior to their recommending it for Alachua BOCC approval.
- Provision of the PDRP to the Alachua Board of County Commissioners' (BoCC) for consideration for adoption.
- Official PDRP adoption.

## 2.2 Organizational Structure

The WG was formed to steer the development of the PDRP. David Donnelly, Emergency Management Chief, was elected to serve as the WG Chair and Richelle Sucara, Alachua County Deputy County Manager, was elected to serve as the WG Vice-Chair by the WG.

The WG was organized into seven Subcommittees. Each Subcommittee elected Chairs and Vice Chairs. These Chairs and Vice Chairs formed the EC. The EC facilitated the development of various PDRP components (goals, issues and actions) and the coordinated the review of the draft plan sections by the Subcommittees.

Once the PDRP is activated the WG Chair will become the Redevelopment Task Force (RTF) Leader and the EC and WG will comprise the RTF. The RTF includes seven RFs, previously referred to as the WG Subcommittees. Each RF will be lead by an Emergency Coordination Officer (ECO), previously called the WG Chair. More information about the RTF is provided in Section 3.

**Table 2.1** lists the members of the EC and the Subcommittees, all of which comprise the WG. The WG is inclusive of the major departments of county and municipal governments, county and regional level organizations, local entities, businesses, non-profits and academia. The EC members are designated in bold font.

**Table 2.1: Alachua County PDRP Executive Committee and Working Group**

Role	Entity	Member	Position Title
<b>WG Chair</b>	Alachua County Emergency Management	<b>David Donnelly</b>	Chief
<b>WG Vice-Chair</b>	Alachua County Manager's Office	<b>Richelle Sucara</b>	Deputy County Manager
<b>Economic Redevelopment Subcommittee</b>	Alachua County Emergency Management	<b>Chair: David Donnelly</b>	Chief
	Alachua County Property Appraiser	<b>Vice Chair: Paul Brewer</b>	Property Appraiser
	Gainesville Area Chamber of Commerce (GACC)/Florida Works	Travis Butcher	Employee Services Representative
	GACC/Florida Works	Joe Johnson	Director of Business Services
	Gainesville Community Redevelopment Agency (CRA)	Kelly Huard Fisler	Project Coordinator-Neighborhood Planning
	Alachua County Growth Management	Leslie McClendon	Planner

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Role	Entity	Member	Position Title
	Alachua County Public Safety	Will May, Jr.	Director
	Builders Association of North Central Florida	Ivan Oelrich	President
	Alachua County/Gainesville Visitors Bureau	Roland Loog	Director
<b>Environmental and Historic Property Subcommittee</b>	Alachua County Growth Management	<b>Chair: Kathleen Pagan</b>	Senior Planner
	Alachua County Public Safety	<b>Vice Chair: Diana Gijsselaers</b>	GIS Analyst
	Alachua County Environmental Protection Department	Mike Drummond	Senior Planner
	Alachua County Public Works	Michael Fay	Development Program Manager
	University of Florida	Roger Hendricks	???
<b>Governmental Operations Subcommittee</b>	Alachua County Public Safety	<b>Chair: Enid Ehrbar</b>	Senior Planner
	Alachua County Manager's Office	<b>Vice-Chair: Richelle Sucara</b>	Deputy County Manager
	Alachua County Public Safety	Will May, Jr.	Director
	Alachua County Court Services	Deborah Johnson	Drug Testing Technician
	Alachua County Court Services	Larry McDaniel	Alternate Sentencing Manager
	Alachua County Court Services	Nina Hawkins	Pretrial Release Assessment Specialist
	Alachua County Emergency Management	Dave Donnelly	Chief
	Alachua County Growth Management	Rick Wolf	Assistant Director
	Alachua County Public Safety	Jeff Bielling	Wildfire Mitigation Officer
	Alachua County Public Works	Michael Fay	Development Program Manager
	Alachua County Sheriffs Office, Judicial Services and Training Division	Donnie Love	Captain
	Alachua County Information and Telecommunication Services (ITS)	Kevin G. Smith	Director
	Alachua County ITS	Virgilio Vensamoye	Network Manager
	City of Gainesville Office of the City Attorney	Nicolle Shalley	
	City of Newberry	Harry Nichols	Mayor
	Gainesville Regional Transit System (RTS)	Doug Robinson	
	Supervisor of Elections Office	Jeannene Mironack	Assistant Supervisor of Elections
	University of Florida	Chuck Smeby	
<b>Health and Social Services Subcommittee</b>	Alachua County Health Department	<b>Chair: Paul Myers</b>	Assistant Director
	Alachua County Department of Community Support Services	<b>Vice-Chair: Lanard Perry</b>	
	Alachua County Community Emergency	Steve Schell	

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Role	Entity	Member	Position Title
	Response Team (CERT)		
	Alachua County Court Services	Larry McDaniel	Alternate Sentencing Manager
	Alachua County Health Department	Jean Munden	Administrator
	Alachua County Health Department	Brad Caron	
	Life South Community Blood Center	Teresa Broaderick	
	State of Florida Department of Health, Florida Wildlife Care	Leslie Straub	
	Citizen	Ron Ozburn	
	Alachua County Growth Management	<b>Chair: Rick Wolf</b>	Assistant Director
<b>Housing and Structural Recovery Subcommittee</b>	University of Florida	<b>Vice-Chair: Kenneth Allen</b>	
	Alachua County CERT	Steve Schell	
	Alachua County Court Services	Deborah Johnson	Drug Testing Technician
	Alachua County Growth Management	Leslie McClendon	Planner
	Alachua County Growth Management	Christine Berish	Planner
	Alachua County Public Safety	Will May, Jr.	Director
	Builders Association of North Central Florida	Ivan Oelrich	President
	City of Gainesville	Larry Abbott	
	Natural Elements Paint	Ted Stover	
	North Central Florida Apartment Association	Richard Ashbrook	
	Real Estate Broker and Alachua County CERT	David Gibbs	
	Alachua County/Gainesville Visitors Bureau	Roland Loog	Director
	Turkey Creek Emergency Response Team (ERT)	Jorge Pocatterra	
	Turkey Creek Homeowners Association	Dennis Blythe	
<b>Infrastructure and Public Facilities Subcommittee</b>	Alachua County Public Works – Waste Management	<b>Chair: Sam Sullivan</b>	Code Enforcement Officer
	Casseaux, Hewett & Walpole, Inc.	<b>Vice-Chair: Douglas Dycus</b>	
	Alachua County Public Safety	Will May, Jr.	Director
	Alachua County Public Works	Michael Fay	Development Program Manager
	Builders Association of North Central Florida	Ivan Oelrich	President
	Cox Communications	Nancy Vallario	
	Gainesville Public Works	John Gilreath	GIS Supervisor
	Gainesville RTS	Doug Robinson	
	Gainesville Regional Utilities (GRU)	David Beaulien	
	GRU	Geoff Warnock	

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Role	Entity	Member	Position Title
	GRU	David Thompson	
	PPI Construction (BANCF)	Lee Hall	
	Progress Energy	Denny George	
	Turkey Creek Homeowners Association	Dennis Blythe	
	Citizen	Ron Ozburn	
Land Use Planning Subcommittee	Alachua County Growth Management	<b>Chair: Leslie McClendon</b>	Planner
	Alachua County Growth Management	<b>Vice-Chair: Christine Berish</b>	Planner
	Alachua County Public Safety	Jeff Bielling	Wildfire Mitigation Officer
	Gainesville CRA	Kelly Huard Fisler	Project Coordinator-Neighborhood Planning
	Gainesville RTS	Doug Robinson	
	Alachua County Growth Management	Steve Lachnicht	Director
	Real Estate Broker and Alachua County CERT	David Gibbs	
	Alachua County Public Works	Michael Fay	Development Program Manager
	Builders Association of North Central Florida	Brandon Tinckham	
	Causseaux, Hewett & Walpole, Inc.	Douglas Dycus	
	Builders Association of North Central Florida	Ivan Oelrich	President
	University of Florida	Rodger Hendricks	

## 2.3 Planning Meetings

Following the Kickoff Meeting in April 2009, five WG Meetings were held from June 2009 to February 2010. The Subcommittees met individually during intervals between the WG Meetings.

Group dynamics and dialogue were proactive, productive, focused and supported the PDRP development process. WG meetings were held in the late afternoon or evenings to maximize stakeholder participation. WG meeting invitees were provided with meeting agendas, handouts, previous meeting minutes and working assignments prior to scheduled meetings.

A synopsis of each meeting is described below. Meeting minutes are provided in **Appendix A**.

Prior to officially starting this project, prime consultant PBS&J Project Manager Lisa Flax conducted an on-site meeting with sub-consultant Emergency Response Educators and Consultants, Inc. (EREC) Chief Executive Officer Lee Newsome, President Teresa Newsome and Senior Planner Erin Miller to discuss the project purpose, project team dynamics, planning process, expectations, capabilities and desired outcomes.

On **March 10, 2009**, PBS&J conducted a **Preliminary Planning Meeting**, via teleconference, with Alachua County to acquaint the project team and discuss planning process, timeline, expectations, capabilities, desired outcomes and data and information requirements/preferences.

On **April 3, 2009** a teleconference was held between the PBS&J and EREC consultant project team to discuss planning efforts for the Kickoff Meeting.

On **April 20, 2009** the **PDRP Kickoff Meeting** featured an introduction of the project leadership team (Alachua County Emergency Management, and meeting attendees (stakeholders), roles and responsibilities, project purpose, expectations, schedule and an overview of the plan development process that included stakeholder involvement and a proposed plan outline. Examples of possible PDRP issues were presented and discussed. The stakeholders were requested to fill out the PDRP Community Involvement Form to specify which Subcommittee(s) they were interested in participating in and important issues to consider in developing the PDRP.

On **June 3, 2009** the first **WG Meeting** was held. The first half of the meeting included a presentation on the overview of the PDRP planning process; role of the steering committee and working group; preliminary Vulnerability Assessment results to convey the severity and magnitude of a catastrophic disaster and example PDRP issues. A working session followed, which entailed the Subcommittees' identification of short-term recovery and long-term redevelopment issues. The Subcommittees recorded their issues and reported them out to the WG at the end of the meeting.

A handout was distributed to the attendees that provided the project background information, proposed planning process, suggested Subcommittee members, example PDRP issues previously identified by the Florida PDRP Pilot Project communities and the proposed plan outline.

The WG elected David Donnelly, Emergency Management Chief, to serve as the WG Chair and Richelle Sucara, Alachua County Deputy County Manager, to serve as the WG Vice-Chair.

The next steps included the consultants drafting of the vulnerability assessment, capability assessment and implementation for the WG's review and comment. The Subcommittees were encouraged to meet prior to the next WG Meeting to continue formulating their PDRP issues.

The Subcommittees met individually, as follows:

- Economic Redevelopment Subcommittee met on July 14, 2009
- Environmental and Historic Subcommittee met on June 30, 2009
- Government Operations Subcommittee met on July 16, 2009
- Land Use Subcommittee met on July 14, 2009

On **July 22, 2009** the second **WG Meeting** was held. The first half of the meeting included a presentation on a review of the planning process and desired outcomes, as requested for new meeting attendees; a progress update on the vulnerability assessment and example PDRP issues and how to formulate them into action items for the Action Plan. A working session followed, which entailed the Subcommittees' continued efforts of identifying long-term redevelopment issues.

A handout was distributed to the attendees that included examples of Action Plans that were created for Nassau and Manatee counties, as part of the Florida PDRP Pilot Project, and Palm Beach County and

recovery and redevelopment lessons learned from publications and first-hand experience with past disasters.

The next steps included the Subcommittees' development of action items to address the PDRP issues that have been identified. The Subcommittees were encouraged to meet prior to the next WG Meeting to develop action items.

The Subcommittees met individually, as follows:

- Economic Redevelopment Subcommittee met on August 18, 2009
- Environmental and Historic Subcommittee met on September 1, 2009
- Government Operations Subcommittee met on August 27, and September 9, 2009
- Land Use Subcommittee met on September 3, 2009

On **September 16, 2009** the third **WG Meeting** was held. A brief presentation was delivered to provide a status update on the development of the PDRP and the timeline for completion. The WG will be provided the Vulnerability Assessment, Capability Assessment and Communications Plan for review and comment as early as October. A working session followed, which focused on the Subcommittees' continued formulation of action items. The Subcommittees were encouraged to meet prior to the next WG Meeting to finalize their action items and begin conceptualizing their Subcommittee's goal(s).

The next steps included the Subcommittees' development of goals and finalization of their action items.

On **October 28, 2009** Ms. Flax delivered a presentation to the **Health and Social Services Subcommittee** to facilitate the continuation and completion of their identification of pre- and post-disaster issues and action items.

On **November 9, 2009** Ms. Flax facilitated a meeting amongst various department heads to garner feedback and gather additional information for the PDRP Introduction, and Plan Implementation, Training and Maintenance Sections.

On **November 16, 2009** the fourth **WG Meeting** was held. A group discussion ensued about the WG's review comments on the Vulnerability Assessment, Capability Assessment and Communications Plan. A working session followed, during which the Subcommittees worked on their action items and prepared their goals. Nearly half of the Subcommittees had already completed their action items and goals, so they assisted the other Subcommittees. Then, the Subcommittees reviewed each other's action items to identify any overlaps, gaps, unintended adverse impacts, consistencies, complementary actions, etc.

The next steps included the Subcommittees provision of their action items and goals for inclusion into the draft PDRP, which is scheduled for completion in December 2009. After review comments are received from the WG, EREC will perform a National Incident Management System (NIMS) review of the PDRP and final modifications will be made by PBS&J. The final draft PDRP will be provided to the WG for another review and comments will be addressed, prior to the PDRP being presented to the general public. It is anticipated that public meetings will be held in February 2010. Then, the PDRP will be finalized and submitted to the WG for their consideration to recommend it for the Alachua BoCC's approval by reference to the Local Comprehensive Plan. Municipal governments are being encouraged to adopt the PDRP, as applicable, as well.



On **February 18, 2009** the final **WG Meeting** was held. Modifications to the PDRP, based on the WG review comments provided for the December draft PDRP were discussed. The WG also discussed the format and speaking roles for the Public Meeting.

On **March 2, 2009** a **Public Meeting** was held to provide outreach and receive feedback on the PDRP from the general public.

## Public Involvement

PDRP development participation was encouraged on a countywide basis. PDRP development participation was sought from community groups that deal with various aspects of redevelopment.

The public were invited to participate in the PDRP development from the onset of the planning process. All meetings were publicly noticed. Citizens attended the Kickoff Meeting, WG Meetings and a Public Meeting. The general public helped identify some of the post-disaster redevelopment issues and actions.