

Appendix B: Planning Process

The Hillsborough County Post Disaster Redevelopment Plan (PDRP) is a community plan that was developed over the course of an eighteen-month long planning process that took place between May 2008 and November 2009. The planning process served two main functions. The first was to ensure that local knowledge and opinion was reflected in the drafting of the plan. To achieve this, the project was lead by Pat Bean, County Administrator, and input was sought from a wide spectrum of the community including elected officials, county and municipal employees, regional organizations, members of the business community, local nonprofit organizations, and residents. The other function of the planning process was to keep the public informed of the status of the development of the plan through a variety of public outreach methods including a webpage, informational video, and public workshops.

B.1 BOARD OF COUNTY COMMISSIONERS MEETINGS

The Hillsborough County Board of County Commissioners (BOCC) voted to approve the commencement of the post-disaster redevelopment planning process on May 7, 2008. On June 10, 2009, a BOCC workshop was held to present the status of the plan and request approval to move forward with the public policy issues identified over the course of the planning process. At that time, the BOCC unanimously approved the direction of the plan.

B.2 LEADERSHIP AND EXECUTIVE TEAM MEETINGS

In June 2008, a leadership meeting was held to kickoff the PDRP planning effort. Invitees included elected officials, local agency directors, and representatives from regional organizations. This meeting served as an introduction to the County's initiative and the State PDRP Pilot Project for many of the attendees. The agenda included an introduction by County Administrator, Pat Bean, and presentations by Larry Gispert, Emergency Management Director, Sandy Meyer, Florida Department of Community Affairs PDRP Project Manager, and Eugene Henry, Hillsborough County Hazard Mitigation Manager. At the meeting, attendees were asked to be involved in the PDRP Stakeholders Group or to designate staff members to participate. This involvement of the countywide leadership motivated enthusiasm and support for the project early on and contributed to the high level of stakeholder involvement throughout the planning process.

In March 2009, the project team met with the Executive Team of the County to update them on the status of the plan and discuss some of the particular long-term post-disaster issues that were identified during the planning process. This meeting was organized as an opportunity for the executive leadership to give feedback about some of the policy recommendations that were being considered for inclusion in the plan and to get their approval on the direction of the planning process at that point.

B.3 PDRP STAKEHOLDERS GROUP

The driving force of the development of the plan was the PDRP Stakeholders Group which was highly active, including over 100 active members. There were two full PDRP Stakeholders Group Meetings; one in July 2008 and one in December 2008. The first meeting served as an introduction to the PDRP and the Stakeholders' role during the planning process. Stakeholders were asked to participate in one of eight Technical Advisory Committees (TACs) to address the following topics:

- Economic Redevelopment
- Environmental Restoration
- Financial Administration
- Health and Social Services
- Housing Recovery
- Infrastructure and Public Facilities
- Land Use
- Public Outreach

During the December 2008 Stakeholder meeting, the progress of the planning process and plans for 2009 were discussed.

Each of the TACs typically met monthly from September 2008 to March 2009 and carried-out a number of tasks that contributed to the development of the plan. Some of these tasks included: identifying, defining, and prioritizing the issues pertinent to their subgroup topic; assessing the County's existing policies, procedures, programs, and organizations that will play a role in long-term redevelopment; and developing and prioritizing pre- and post-disaster action strategies. The project team assisted in providing recovery expertise and data and analysis as needed by the TACs. The TACs provided key information about the particulars of the Hillsborough Community to the project consultant for drafting the PDRP. Each TAC had a Chair and Vice Chair who set the meeting agendas and facilitated discussion. Several meetings of all TAC Chairs and Vice Chairs were held throughout the planning process to discuss issues that overlapped amongst TACs.

A list of PDRP Stakeholder Group Meetings is below and notes from these meetings can be found in the PDRP Meeting Journal available through the Hillsborough County PDRP website (www.hillsboroughcounty.org/pgm/pdrp).

Meeting Date	Group
July 30, 2008	PDRP Stakeholder Kick-Off Meeting
August 25, 2008	Housing Recovery TAC
September 5, 2008	Financial Administration TAC
September 9, 2008	Infrastructure TAC
September 10, 2008	Health and Social Services TAC
September 17, 2008	Land Use TAC
September 18, 2008	Economic Redevelopment TAC
September 22, 2008	Housing Recovery TAC
September 25, 2008	Health and Social Services TAC
September 25, 2008	Public Outreach TAC

Meeting Date	Group
September 29, 2008	Environmental Restoration TAC
October 2, 2008	Financial Administration TAC
October 2, 2008	Infrastructure TAC
October 13, 2008	Public Outreach TAC
October 14, 2008	Economic Redevelopment TAC
October 14, 2008	Land Use TAC
October 17, 2008	Health and Social Services TAC
October 20, 2008	Housing Recovery TAC
October 28, 2008	Land Use TAC
October 31, 2008	TAC Chairs/Vice-Chairs
November 3, 2008	Environmental Restoration TAC
November 5, 2008	Health and Social Services TAC
November 6, 2008	Infrastructure TAC
November 6, 2008	Public Outreach TAC
November 14, 2008	Financial Administration TAC
November 17, 2008	Economic Redevelopment TAC
November 21, 2008	Land Use TAC
November 24, 2008	Housing Recovery TAC
November 24, 2008	Public Outreach TAC
December 1, 2008	Land Use and Infrastructure TACs – notes in Land Use Section
December 8, 2008	Infrastructure TAC
December 9, 2008	Economic Redevelopment TAC
December 9, 2008	Land Use TAC
December 11, 2008	Public Outreach TAC
December 15, 2008	Housing Recovery TAC
December 16, 2008	TAC Chairs/Vice-Chairs
December 18, 2008	PDRP Stakeholder Group
January 6, 2009	Health & Social Services TAC
January 6, 2009	Environmental Restoration TAC
January 8, 2009	Economic Redevelopment TAC
January 9, 2009	Financial Administration TAC
January 13, 2009	Public Outreach TAC
February 2, 2009	Housing Recovery TAC
February 3, 2009	Public Outreach TAC
February 5, 2009	Health & Social Services TAC
February 5, 2009	Infrastructure TAC
February 12, 2009	Land Use TAC
February 12, 2009	Economic Redevelopment TAC
February 19, 2009	Environmental Restoration TAC
February 19, 2009	Housing Recovery TAC
February 20, 2009	Financial Administration TAC
February 23, 2009	Public Outreach TAC
February 26, 2009	Health & Social Services TAC
March 13, 2009	Financial Administration TAC
March 17, 2009	Economic Redevelopment TAC
March 23, 2009	Housing Recovery TAC
March 24, 2009	Environmental Restoration TAC

Meeting Date	Group
April 16, 2009	Financial Administration TAC
April 20, 2009	Economic Redevelopment TAC

The Infrastructure and Health and Social Services TACs each had a wide variety of expertise represented amongst their membership and sought to address an expansive set of issues. Both groups found that the most efficient method to develop action strategies for a range of topics was to split into sub-TACs. The sub-TACs met separately from the TACs for individual working sessions and met back with the larger group to discuss their conclusions and any overarching TAC issues. **Sections 3 and 4** discuss the sub-TAC structure for the Infrastructure and Health and Social Services TACs.

B.4 CITIZENS ADVISORY COMMITTEE AND LMS WORKING GROUP

The project team gave presentations on the PDRP at Citizens Advisory Committee (CAC) meetings in Summer and Fall 2008. These meetings allowed the project team to introduce the PDRP project to the citizens of Hillsborough County.

Presentations on the PDRP were also made to the LMS Working Group at six meetings during the course of the PDRP planning process. These meetings were opportunities for the LMS Working Group to discuss integration of the LMS and the PDRP. It also provided opportunities for collaboration, sharing of information, and public input for both plans.

B.5 WEBPAGE AND WEB PORTAL

A PDRP webpage (<http://www.hillsboroughcounty.org/pgm/pdrp/>) on the county website was launched early in the planning process to raise public awareness about the initiative. It included general information about the PDRP and the planning process. The County used it to advertize Stakeholder and public meetings and solicit public feedback through comment forms. The public was also able to sign up to receive emails including project status updates and upcoming meeting announcements.

The project consultant also maintained a public information portal on the internet to give the public and particularly the Stakeholders Working Group a workspace to access the materials being used in the development of the PDRP (<http://www.csa-planning.net>). The portal provided a space for each of the subgroup chairs to post any information or documents that they were interested in sharing with the other stakeholders. There was also a location to post comments and PDRP-related articles for others to read. The other PDRP pilot programs also used this space which gave all of the communities the opportunity to share information and learn from each other's efforts.

B.6 PDRP VIDEO

In March 2009, Hillsborough County released a brief informational video about the PDRP which was posted on the PDRP website (<http://www.hillsboroughcounty.org/pgm/pdrp/>). The video is about 6 minutes long and articulates the goals of the PDRP, the planning process, and the roles of the TACs. It

also discusses some of the long-term redevelopment issues that the PDRP addresses. Pat Bean, County Administrator, was filmed for the introduction to the video. The video was screened at each of the public workshops.

B.7 PUBLIC WORKSHOPS

In March 2009, the County organized six public workshops for the Hillsborough County communities. The meetings served as an opportunity for the County to inform the public about the PDRP and survey the attendees about their knowledge of hazards and redevelopment. The meeting was a mix of presentations, prioritization activities, question and answer, and informational booths. The meetings began with a viewing of the PDRP



video then a brief presentation by Eugene Henry, Hillsborough County Hazard Mitigation Manager. The public had the opportunity to ask questions and were invited to complete a survey developed to help the project team gauge the climate of opinion of the community. The remainder of the meeting was open-house style giving the public the opportunity to visit booths set-up by each of the TACs. The public could ask questions about the TAC-specific issues and get more information about topics that interested them. There was also a mapping exercise that enabled the public to give feedback about potential priority redevelopment areas for the County. About 50 community members attended the meetings and 25 members of the Stakeholders Working Group participated. The meetings were held on the following dates and locations:

- March 2, 2009: University Area Community Development, Tampa
- March 5, 2009: Jan Platt Library, Tampa
- March 9, 2009: Riverview Branch Library, Riverview
- March 10, 2009: Southshore Regional Library, Ruskin
- March 16, 2009: Bay Crest Elementary School, Tampa
- March 19, 2009: Bruton Memorial Library, Plant City



B.8 PDRP SURVEY

The survey used at the public workshops was adjusted to focus on the business community's preparedness efforts. Local chambers of commerce sent out the survey to local businesses and it was also available on the County's website.

B.9 TABLETOP EXERCISES

On May 28, 2009, the County conducted its first PDRP tabletop exercise in conjunction with the annual hurricane training exercise held by the Emergency Operations Center. Using a scenario of a Category 4 hurricane, the exercise participants considered their newly developed issues and actions in relation to a timeline of recovery. Participants verified the TACs' prioritization of issues and determined that no realignment was necessary. They also compared their prioritizations with those of other TACs and identified areas that would require collaboration. Next, they developed a timeline of action items for their top three priority issues. The County intends to repeat this exercise annually but develop a more comprehensive version since at the time of the 2009 tabletop a complete draft of the PDRP was not yet available.