KICKOFF MEETING AGENDA

**PROJECT: FDEP Vulnerability Assessment – City of St. Augustine Beach**

**PROJECT NO.:** 19625-002-01

**MEETING DATE:** November 28th, 2023

**SUBJECT: Kick-Off Meeting**

**PARTICIPANTS:** City of St. Augustine Beach – Jason Sparks, Russell Adams, Ken Gatchell, Max Royle, Patricia Douylliez, Derek Sands

Jones Edmunds **–** Mark Nelson, Jarrod Hirneise

1. Goals for Full Assessment
	1. Complete a City-wide comprehensive vulnerability assessment that satisfies FDEP and state statute requirements.
	2. Identify vulnerable critical infrastructure.
	3. Develop grant fundable adaptation projects to protect the City’s most vulnerable, prioritized infrastructure.
2. Goals For Phase 1
	1. Hold a project kickoff meeting.
	2. Identify critical infrastructure within the City’s limits and acquire background data for the assessment.
	3. Develop an updated stormwater model schematic.
	4. Map existing/future storm surge inundation.
3. Scope Review – Review handout of Jones Edmunds scope and FDEP grant agreement.
4. Proposed Schedule

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| **Task No.** | **Task Title** | **Expected Milestone Schedule** |
| **1** | **Kick Off Meeting** | **2 Weeks from NTP** |
| **2** | **Acquire Background Data** | **12 weeks from NTP and on-going** |
| **3A** | **Exposure Analysis (Partial)** | **4 months from NTP**  |
| 3B | Exposure Analysis (Continued) | TBD (Phase 2) |
| 4 | Sensitivity Analysis | TBD (Phase 2) |
| 5 | Final Vulnerability Assessment Report | TBD (Phase 2) |
| 6 | Public Presentation | TBD (Phase 2) |
| 7 | Preliminary Adaptation Plan | TBD (Phase 2) |

1. Milestones/Deliverables – Review deliverables and milestones in scope.
2. Communication/Points of Contact
3. Steering Committee Discussion