AGENDA REQUEST

AGENDA HEADING: Consent Agenda No. 2
COMMISSION MEETING DATE: June 3, 2019
AGENDA ITEM NO: IV.B.1.

BY: City Attorney Robert Fournier
Emergency Manager Kerkering

Originating Department
Department Head
Presenter

SUBJECT:
Adoption Re: Proposed Resolution No. 19R-2808 adopting a Flood Warning and Response Plan for the City of Sarasota

COMMISSION PRIORITIES:
Business Requirement

EXPLANATION:
The City's current Flood Warning and Response Plan was prepared by staff and was finalized in 2015. The plan is required for the City to participate in the National Flood Insurance Program administered by the Federal Emergency Management Agency (FEMA) and must be updated every four years. The Community Rating System Manual published by FEMA was revised in 2017 to incentivize municipalities to have their plans adopted by the local governing body. The purposes of the plan include identification of the process for providing emergency warning and establishment of response operations actions.

ADMINISTRATION'S RECOMMENDATION:
Motion to adopt proposed Resolution 19R-2808.

APPROVAL SUMMARY:

<table>
<thead>
<tr>
<th>Approval</th>
<th>Required</th>
<th>Date Completed</th>
<th>Completed By</th>
<th>Status</th>
</tr>
</thead>
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<tr>
<td>Department Head Approval</td>
<td>Y</td>
<td>05/21/2019</td>
<td>Robert Fournier</td>
<td>APPROVED</td>
</tr>
<tr>
<td>City Auditor and Clerk Approval</td>
<td>Y</td>
<td>05/22/2019</td>
<td>Shayla Griggs</td>
<td>APPROVED</td>
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### AGENDA REQUEST

**ADDITIONAL EXPLANATION:**

**ADDITIONAL ADMIN RECOMMENDATION:**

**FUNDING SOURCE:**

<table>
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<td>HOUSING IMPACT (Per House):</td>
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<td>NEW CONSTRUCTION:</td>
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<td>REHABILITATION:</td>
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</table>

**SUPPORT DEPARTMENTS:**

- City Auditor and Clerk - Shayla Griggs
- City Attorney - Robert Fournier
- Police - Bernadette DiPino

### AGENDA DISPOSITION

**COMMISSION ACTION:**

Final Action Motion: __________________________________________

Motion By: __________________________________________ Second By: __________________________________________

Vote: __________________________________________
RESOLUTION 19R-2808

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SARASOTA, FLORIDA, ADOPTING A FLOOD WARNING AND RESPONSE PLAN FOR THE CITY OF SARASOTA, PROVIDING FOR THE AUTHORITY TO UPDATE AND REVISE THE PLAN, PROVIDING FOR EXEMPTIONS; PROVIDING FOR READING BY TITLE ONLY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, every year, flooding causes millions of dollars worth of damage to homes and businesses around the country and standard homeowners and commercial property insurance policies do not cover flood related losses; and,

WHEREAS, to meet the need for flood insurance coverage, the Federal Emergency Management Agency (FEMA) administers the National Flood Insurance Program; and,

WHEREAS, the National Flood Insurance Program (NFIP) offers reasonably priced flood insurance to all properties located in communities that comply with minimum standards for floodplain management; and,

WHEREAS, those communities that not only comply with, but exceed the minimum standards for floodplain management, are rewarded by the NFIP’s Community Rating System, which discounts flood insurance premiums for homeowners and business owners in those communities; and,

WHEREAS, the Community Rating System (CRS) discounts on flood insurance premiums range from 5% up to 45% based on CRS credit points that are awarded to communities; and,

WHEREAS, the Community Rating System (“CRS”) Manual published by FEMA classifies a municipality as a separate local entity, outlines a rating system and sets forth classes of risk for local communities based on the local government’s creditable activities in four categories; and,

WHEREAS, the CRS Manual was revised in 2017 to provide that participating communities should have a Flood Warning and Response Plan that is adopted by the community’s governing body and to provide credit points for communities that do so; and,

WHEREAS, the governing body may also delegate authority to update and revise the Plan in accordance with FEMA standards and floodplain management
best practices to encourage practices that help reduce the threat to life, health, safety and to reduce property damage; and,

WHEREAS, the Insurance Service Office (ISO) is an organization used by FEMA to provide statistical information on risk; and,

WHEREAS, the ISO conducts audits of communities participating in the NFIP every five (5) years to rate the level of risk in each community based upon the points that community has earned in accordance with the CRS Manual; and,

WHEREAS, the ISO will be conducting an audit of the City of Sarasota in 2019 and the City desires to receive the credit points that will be earned by the formal adoption of a Flood Warning and Response Plan by the City Commission as the governing body of the City of Sarasota; and,

WHEREAS, the City Commission resolves that it is in the best interests of the residents of the City of Sarasota to formally adopt a Flood Warning and Response Plan to comply with the requirements of the National Flood Insurance Program and to increase opportunities for City property owners to receive discounts on their flood insurance premiums.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SARASOTA, FLORIDA:

Section 1. The City of Sarasota Flood Warning and Response Plan, a copy of which is appended to this Resolution and labeled as Exhibit "A", is hereby adopted by the City Commission as the official Flood Warning and Response Plan for the City of Sarasota.

Section 2. The Mayor, with the concurrence of the City Commission, hereby appoints the City's Director of Development Services as the Community Rating System Coordinator to serve as the liaison between the City of Sarasota and the Federal Emergency Management Agency. The Emergency Manager is hereby given authority to update and revise the Flood Warning and Response Plan consistent with FEMA mandates and recommendations and floodplain management best practices up until
such time as the next CRS audit occurs and a new or updated Plan is brought to the City Commission for adoption.

**Section 3.** This Resolution shall take effect immediately upon adoption.

ADOPTED by the City Commission of the City of Sarasota, Florida upon reading by title only, after posting on the bulletin board at City Hall for at least three (3) days prior to adoption, as authorized by Article IV, Section 2 of the Charter of the City of Sarasota this _____ day of ____________, 2019.

CITY OF SARASOTA

____________________________________
Liz Alpert, Mayor

Attest:

____________________________________
Shayla Griggs,
Interim City Auditor and Clerk

____ Mayor Liz Alpert
____ Vice Mayor Jen Ahearn-Koch
____ Commissioner, Hagen Brody
____ Commissioner Willie Charles Shaw
____ Commissioner Shelli Freeland Eddie

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Promulgation Statement

The purpose of the City of Sarasota Flood Warning & Response Plan is to provide the authority, policy, procedures, roles and responsibilities of city government, in order to provide adequate notification and a timely response to save lives and minimize property damage within the City of Sarasota.

The scope of this plan addresses advance notification of an impending flood, issuing warnings to the threatened population, taking steps to protect life and reduce losses during a flood, and coordinating with critical facilities.

Approved: ____________________________  Date ________________

Emergency Manager
# Record of Revisions

<table>
<thead>
<tr>
<th>Revision Number</th>
<th>Date of Revision</th>
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## Distribution

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<td>Deputy City Manager</td>
</tr>
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<td>Assistant City Manager</td>
</tr>
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<td>4</td>
<td>Chief of Police</td>
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<td>9</td>
<td>Development Services Director</td>
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<td>10</td>
<td>Parks &amp; Recreation Director</td>
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<td>11</td>
<td>Public Information Officer</td>
</tr>
<tr>
<td>12</td>
<td>Police Department Public Information Officer</td>
</tr>
<tr>
<td>13</td>
<td>City Clerk &amp; Auditor</td>
</tr>
</tbody>
</table>
Executive Summary:

The City of Sarasota recognizes that there are natural and man-made threats that can impact the ability to perform essential functions that serve government organizations, private businesses, and our citizens. While the majority of these incidents cannot be prevented, many can be mitigated to reduce the impact through preventive measures to protect government assets or to rapidly recover from incidents in an organized and coordinated manner.

The purpose of the Flood Warning & Response Plan is to identify the sources of our flood threat recognition system, identify the emergency warning dissemination process, establish response operation actions that include the critical facilities located within the City, and to reinforce the City’s commitment to public outreach programs and activities.

Authorities, References, and Supporting Documents:

The following authorities have been incorporated in the development of the City of Sarasota Flood Warning & Response Plan and may be utilized for further guidance and understanding. In general, the authorities set forth by the City of Sarasota Charter prescribe the roles and responsibilities of the City Manager during the event of an emergency and resulting in the activation of any type of emergency plan or response action taken.

Authorities

- City of Sarasota
  - Code of Ordinances, Part I, Article III. City Commission, Section 12, Emergency Succession
  - Code of Ordinances, Part I, Article V. City Manager, Section 5, Powers and Duties
  - Code of Ordinances, Part II, The Code, Chapter 13 Emergencies

- State of Florida
  - Florida Statute, Chapter 166, Municipalities
  - Florida Statute, Chapter 252, Emergency Management
  - Florida Statute, Chapter 943, Department of Law Enforcement

- Federal

Flood Threat Recognition System

The City of Sarasota’s primary method for flood warnings is an automated flood warning system, operated by the National Weather Service office located in Ruskin, Florida for local weather events and the National Hurricane Center located in Miami, Florida for tropical events and storm surge products. Examples of disseminated products are located in Appendix 1.
As a secondary method, the City is able to access StormGeo (http://customers.stormgeo.com) through the subscription provided by Sarasota County Emergency Management. StormGeo is a global provider of weather intelligence which provides decision support solutions for weather sensitive operations. Examples of available products are located in Appendix 2.

Ternary methods of flood warnings are also provided by the Sarasota County Automated Rain Monitoring Sensor (ARMS) weather gauge system that is maintained by Sarasota County Stormwater. Locations of this gauge system may be found at www.sarasota.wateratlas.usf.edu/datamapper/. Examples of gauge information and locations are located in Appendix 3.

As indicated in the City of Sarasota Floodplain Management Plan 2015-2020 on pages 4-7, the primary threat to the City is from tropical events impacting the coastline and associated rainfall.

Weather advisories are typically received from the National Weather Service via email. As a secondary measure, Sarasota County Emergency Management will redistribute the weather advisory to the City and include any additional protective measures they are establishing. For potential severe weather and tropical events, the National Weather Service will conduct conference call/webinars in order to disseminate information with an opportunity for questions and answers. A process map for how flood warnings are received and redistributed throughout the City is located in Appendix 4.

The City of Sarasota’s Emergency Manager typically relies on three maps for the initial coordination of potential protective measures. These maps, Evacuation Levels (Storm Surge), SFHA Zones, and the Prior Flood Areas are located in Appendix 5. In the event of the need for additional map references, the GIS section is located within the City of Sarasota’s Incident Command System structure in the Communications Unit under the Logistics Section. The Incident Commander, “Emergency Manager”, has direct control to produce maps that may be associated with an incident/event flooding issue.

**Emergency Warning Dissemination**

**Standard Warning Dissemination Methods**

The City receives weather information and advisories from the National Weather Service and Sarasota County Emergency Management via email or direct communications. Once a flood warning is received, the information is distributed under the process listed in Appendix 4. If the advisory relates to a tropical storm, all warning activities are coordinated through the Sarasota County Emergency Management Joint Information Center. Non-tropical weather incident/events are disseminated through a variety of methods controlled by the City of Sarasota.
The table below identifies the available standard sources of warning dissemination within the City of Sarasota. Examples of our standard sources of warning dissemination may be found in Appendix 6.

<table>
<thead>
<tr>
<th>Method</th>
<th>Jurisdiction/Department</th>
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<tbody>
<tr>
<td>City of Sarasota website</td>
<td>City/Information Technology</td>
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<tr>
<td>City of Sarasota Police Department website</td>
<td>City/Police Department</td>
</tr>
<tr>
<td>City of Sarasota Facebook</td>
<td>City/Public Information Officer</td>
</tr>
<tr>
<td>City of Sarasota Police Department Facebook</td>
<td>City/Police Department Public Information Officer</td>
</tr>
<tr>
<td>City of Sarasota Twitter</td>
<td>City/Public Information Officer</td>
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<td>City of Sarasota Police Department Twitter</td>
<td>City/Police Department Public Information Officer</td>
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<td>Sarasota County website</td>
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<td>Sarasota County Emergency Management Twitter</td>
<td>County/Emergency Management</td>
</tr>
</tbody>
</table>

When and how warnings will be issued will be determined by the Emergency Manager and City Manager under the authority of the City Ordinances for the duties and powers of the City Manager and in coordination with surrounding jurisdictions. The specific weather impacts and timing will guide the dissemination method(s) in order to facilitate life safety, property preservation, and protecting the environment. Weather related warning message scripts include, but are not limited to, the following:

1. Type of weather threat.
2. Time duration of weather threat.
3. Expectations of weather threat, i.e. temperature extreme, flood level elevation.
4. Evacuation instructions.
5. Shelter locations.
6. Re-entry procedures.
7. Disaster Recovery Center locations.

*Time Sensitive Warning Dissemination Methods*

The table below identifies the available sources for time sensitive warning dissemination within the City of Sarasota.

<table>
<thead>
<tr>
<th>Method</th>
<th>Jurisdiction/Department</th>
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<tbody>
<tr>
<td>Code Red</td>
<td>City/County/Emergency Management or Utilities</td>
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</table>
In November of 2018, the City of Sarasota and Sarasota County entered into an inter-local agreement for the emergency telephone calling system Code Red. The Code Red notification system is a geographical information system (GIS) based high-speed telephone communication service for emergency notifications. Telephone numbers are matched electronically to the associated addresses and the pre-recorded message with information about the incident and instructions for action to be taken is delivered to all phone numbers in the selected area. This system can also call a cell phone and/or deliver text messages if the residents register their cell phone number in the Code Red database. A copy of the inter-local agreement can be found in Appendix 7.

Emergency Alert System (EAS)

EAS is a national public warning system that requires broadcasters, cable television systems, wireless cable systems, satellite digital audio radio service (SDARS) providers, and direct broadcast satellite (DBS) providers to provide communications capability to the President to address the American public during a national emergency. The system may also be used by state and local authorities to deliver important emergency information, such as weather information targeted to specific areas. The City of Sarasota submits an event appropriate message through Sarasota County to the State Watch Office or National Weather Service to be disseminated via EAS.

Wireless Emergency Alerts (WEA)

WEA is a public safety system that allows customers who own certain wireless phone models and other enabled mobile devices to receive geographically targeted, text-like messages alerting them of imminent threats to safety in their area. The City of Sarasota submits an event appropriate message through Sarasota County to the State Watch Office or National Weather Service to be disseminated via WEA.

Door-to-Door

Based upon the particular weather hazard and unfolding situation, the Emergency Manager may direct the Police Department’s Patrol Division to conduct a door-to-door/mobile public address in order to disseminate the warning information. The City is divided into 10 patrol zones and each Officer will proceed north to south and west to east direction within their patrol zone relaying the designated message to the citizens. Additional Officers from the Police Department’s Emergency Response Team may be dispatched to the more vulnerable areas as needed. If additional resources are needed, the Emergency Manager may direct the Public Works Solid Waste Division to assist
based upon their pickup day collection routes. A map of the Police Department Patrol Zones and Public Works Solid Waste Collection Day may be found in Appendix 8.

Additionally, the City of Sarasota and Sarasota County maintain weather alert radios at the following facilities:

- City of Sarasota Emergency Operations Center
- Sarasota Police Department, Front Desk
- City Hall
- City Hall Annex
- Federal Building
- Public Works Administration Office
- Utilities Administration Office
- Utilities Plant Operations Office
- Verna Well Fields
- Robert Taylor Community Center
- Bobby Jones Golf Course
- Sarasota County Emergency Operations Center
- County Administration Center
- All Sarasota County Fire Stations
- Sarasota County Sheriff’s Department Jail
- All Sarasota County Schools
- Sarasota Memorial Hospital

**Flood Response Operations**

In order to prevent and mitigate flooding, the City has entered into an “Inter-local Agreement” with Sarasota County to provide stormwater services within the jurisdiction in 1998. These services include, but are not limited to the following:

- Culvert cleaning above and below water
- Mechanical harvesting
- Chemical treatment
- Obstruction removal
- Mowing of slopes and flat areas
- Basin master planning

A copy of the inter-local agreement can be found in Appendix 9.

The City of Sarasota’s response operations are divided between tropical storm events and non-tropical storm events. This determination is made immediately after the receipt of a National Weather Service advisory as outlined in our Flood Warning Dissemination process map located in Appendix 4.
Tropical Event

If the event is tropical in nature, the City Manager assumes the role of the Agency Administrator and the Emergency Manager assumes the role of the Incident Commander under the City’s Incident Command Structure as depicted in Appendix 10. The Command & General Staff leadership will be activated and the City follows the Federal Emergency Management Agency’s “Planning P” process for all response and recovery activities.

Evacuations and re-entry activities will be conducted by City personnel and coordinated with Sarasota County Emergency Management based upon multi-jurisdiction impacts. Police Operations Section Chief will direct the activities and the Public Works/Utilities Operations Section Chief will support with necessary resources. Re-entry activities will be based upon the control measures within the county plan.

Under Florida Statute 252.385, sheltering operations are the responsibility of the county government and the City will support if resources are requested and available. County operated shelters that meet the Enhanced Hurricane Protection Area (EHPA) code are listed in the table below;

<table>
<thead>
<tr>
<th>Facility</th>
<th>Address</th>
</tr>
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<tbody>
<tr>
<td>Booker High School</td>
<td>3201 N. Orange Avenue</td>
</tr>
<tr>
<td>Southside Elementary School</td>
<td>1901 Webber Street</td>
</tr>
<tr>
<td>Brookside Middle School</td>
<td>3636 S. Shade Avenue</td>
</tr>
</tbody>
</table>

Under Florida Statute 252.355, the county is required to maintain a data base of those individual with special or medical needs that require evacuation assistance. Sarasota County Emergency Management maintains this data base as well as coordinates individual transportation to a secure location as well as returns individuals if they are able to do so. Sarasota County Emergency Management will notify the City of Sarasota Emergency Manager with the list of names and address of residents within the city limits who have requested assistance. The Police Operations Section Chief will assign Officers to confirm the residents have been picked up by Sarasota County.

Non-Tropical Event

If the event is non-tropical in nature, the Emergency Manager will coordinate response activities through the impacted department directors. At a minimum the following actions will take place for all potential flooding activities within three hours of notification by the Emergency Manager:

Police Department

- Captain of Patrol will notify patrol Officers of potential weather impacts.
- Captain of Patrol will review the “Known Flooding Areas Map” for potential additional staffing purposes.
• Captain of Patrol will be prepared to take further direction from the Emergency Manager as directed.
• Special Response Commander notify Emergency Response Team of impending weather situation.

Public Works

• Department Heads will notify staff of potential weather impacts.
• Street Department will inspect areas of known flooding and remove any potential blockage debris from stormwater inlets.
• Street Department will assess inventory of barricades, sandbags and signage.
• Street Department will contact barricade and signage vendor if proprietary inventory is low for planning and availability purposes.
• Confirm on-call duty roster.
• Department Heads will be prepared to take further direction from the Emergency Manager as directed.

Utilities

• Department Heads will notify staff of potential weather impacts.
• Confirm on-call duty roster.
• Confirm availability of contracted vendor for wastewater pumping.
• Department Heads will be prepared to take further direction from the Emergency Manager as directed.

Emergency Manager

• Continue to monitor weather related activities.
• Be prepared to coordinate additional protective measures as necessary.
• Maintain coordination with Sarasota County Government.

If the non-tropical weather event begins to exceed the on-staff resources, the Emergency Manager will activate the City’s Tactical-First-In-Teams Operational Group. This Group is made up of three task forces that include personnel from the Police, Public Works, Parks & Recreation and Utilities Departments. A roster of personnel and equipment may be found in Annex A. Additional resources may be coordinated with Sarasota County Government via the County Emergency Manager.

Evacuations/Sheltering

Evacuation and sheltering operations are also divided between tropical and non-tropical events. If limited evacuations of residents become necessary during a non-tropical event, the Emergency Manager will coordinate this activity with Sarasota County Emergency Management and the American Red Cross. The City of Sarasota owns and maintains four facilities within the city limits that have and continue to be available for shelters during non-tropical events. Table below identifies the names and locations of the facilities.
Facility Address
Robert L. Taylor Community Complex 1845 34th Street
Sarasota Municipal Auditorium 801 N. Tamiami Trail
Payne Park Auditorium 2100 E. Laurel Street
Arlington Park 2650 Waldemere Street

Recovery

Damage Assessment activities will also be coordinated through the Emergency Manager and Sarasota County Emergency Management under the county-wide damage assessment program. Information on short term and long term recovery operations will be continue to be posted by the Public Information Officer as required. The City Emergency Manager maintains a supply of Flood Response Kit information brochures that will be distributed by the Damage Assessment teams. Victim Advocates from the Police Department may be assigned as required.

Critical Facilities Planning

The City of Sarasota’s Emergency Manager maintains an up-to-date contact list for all critical facilities within the jurisdiction. There are no special warnings or early notification requirements for these facilities for a non-tropical weather event. In the situation is a tropical event, all special warnings or early notifications of facilities will be coordinated by the following table:

<table>
<thead>
<tr>
<th>Facility Jurisdiction</th>
<th>Coordination Entity</th>
</tr>
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<tbody>
<tr>
<td>City of Sarasota</td>
<td>Logistics Section Facilities Unit</td>
</tr>
<tr>
<td>Sarasota County</td>
<td>Sarasota County Public Works Facilities Department (note- County Constitutional Officers facilities are owned and operated by Sarasota County Government)</td>
</tr>
<tr>
<td>Sarasota Schools</td>
<td>The School Board assigns a liaison officer to the Sarasota County Emergency Operations Center.</td>
</tr>
<tr>
<td>Sarasota Memorial Hospital</td>
<td>Sarasota Memorial Hospital is a public hospital jurisdiction which assigns a liaison officer to the Sarasota County Emergency Operations Center</td>
</tr>
<tr>
<td>Non-Government Schools</td>
<td>The School Board liaison officer will coordinate with all private schools</td>
</tr>
<tr>
<td>Florida Power &amp; Light</td>
<td>Florida Power &amp; Light assigns a representative to Sarasota County Emergency Management to staff Emergency Support Function 12, “Energy” to coordinate all activities</td>
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</tbody>
</table>
Non-Government Medical Facilities | The Sarasota County Health Department staffs Emergency Support Function 8, “Health and Medical Services” and coordinates all activities

Review and approval of individual facility plans are outlined in the following table:

<table>
<thead>
<tr>
<th>Facility Jurisdiction</th>
<th>Review Authority</th>
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<tbody>
<tr>
<td>City of Sarasota</td>
<td>Each department within the City is required to maintain a Continuity of Operations Plan. This plan is reviewed annually by the department director and coordinated through the emergency manager.</td>
</tr>
<tr>
<td>Sarasota County</td>
<td>Each department or Constitutional Officer maintains a Continuity of Operations Plan. These plans are coordinated through Sarasota County Emergency Management.</td>
</tr>
<tr>
<td>Sarasota Schools</td>
<td>The Sarasota County School Board Police Department reviews and maintains individual facilities emergency plans.</td>
</tr>
<tr>
<td>Sarasota Memorial Hospital</td>
<td>Sarasota Memorial Hospital’s Public Safety Department reviews and maintains all response plans. Additionally, as a medical facility, they are required under Florida Statute to have their Comprehensive Emergency Management Plan reviewed and approved by Sarasota County Emergency Management.</td>
</tr>
<tr>
<td>Non-Government Schools</td>
<td>Each non-government school within the city’s jurisdiction has an assigned Sheriff’s Deputy or maintains a Sheriff trained Guardian. Assigned individuals are responsible to review and approve individual plans with school administration.</td>
</tr>
<tr>
<td>Florida Power &amp; Light</td>
<td>These plans are protected under the National Infrastructure Protection Plan and are not reviewed.</td>
</tr>
<tr>
<td>Non-Government Medical Facilities</td>
<td>These facilities are required under Florida Statute to have their Comprehensive Emergency Management Plan reviewed and approved by Sarasota County Emergency Management.</td>
</tr>
</tbody>
</table>

The City of Sarasota respects the jurisdictional boundaries of the approving authorities and accepts their review and approvals.
Annex A
TACTICAL FIRST IN TEAMS AND ROUTES
OBJECTIVES

1) Facilitate the opening of major roadways to allow the movement of emergency relief efforts into and within the City of Sarasota, and report utilities and public works damage to management.

2) Address emergency conditions that are encountered while performing this mission. While performing such functions, if a need for law enforcement action or the provision of care for injured, ill or rescue of entrapped persons were to be encountered, assigned personnel would operate in that function as well, based upon their training and employing agency policy. TFIT may also assist with pre and post-hurricane evacuation if that mission is deemed critical at the time.

3) Routes for each task force are depicted herein, however, Sarasota City Emergency Operations Center, Sarasota County EOC, or the task-force team leader may direct deviations to this protocol to clear roadways adjacent to critical infrastructure if needed. Examples would be shelters, fire stations, law enforcement agencies or other infrastructure deemed necessary.

4) It is imperative that the openings of the designated roadways continue should law enforcement or a fire/EMS situation necessitate that part of the team break off to mitigate an existing emergency.

PURPOSE

The purpose of this protocol is to describe the organization of City of Sarasota interdisciplinary task force known as Tactical First in Teams (TFIT). This taskforce will be the first to enter into an area that has been subjected to the impact of a hurricane or other event causing roadways to become impassible.

ORGANIZATION

Areas of Team Responsibility & General Routes

Each TFIT team has a primary geographical area of responsibility. The secondary responsibility of each team is to assist other teams needing assistance within the City. The third responsibility is to aid other counties or municipalities as approved through the City's EOC.

Note: After your route is cleared, check with the EOC for further instruction/missions.
Team Leader- ORGANIZATIONAL PLAN

- Contact Information;
- TFIT Site Maps (Contained Herein);
- Process Steps on TFIT;
- TFIT Organizational Chart;
- TFIT Logistical Needs;
  a. Pre-event
  b. Activation
- TFIT Division Assignment List (ICS-204 Contained Herein to be Populated by Team Leader); and,
- TFIT Recommended Operating Guidelines.

Team Makeup

1) Each member is to be outfitted by their agency with appropriate personal gear and mission equipment. Each member of the team represents unique technical and professional expertise. Every member of the team is expected to defer to the member whose expertise is foremost in any given situation.

2) The following assets will be provided by each member agency to compose each task force:

   A. **Public Works/Utilities** - Sufficient amount of heavy equipment and personnel to move downed poles, cut downed trees, and push debris aside to rights-of-way. Debris should not be pushed onto private property when possible.

   B. **Preliminary Damage Assessment** - Minimum of two personnel trained and equipped. These personnel shall record damages observed using Sarasota County's Damage Assessment software (To be provided).

   C. **FPL- (To be Notified as Necessary)** Minimum of two trained and equipped personnel. Personnel will identify, secure and de-energize electrical lines. Sarasota Police Department (SPD) personnel will be responsible for this notification.

Depending on the mission, other technical support may be required such as:

   A. **Law Enforcement** - Minimum of one supervisor and one officer. These officers shall be primarily responsible for providing security support and scene control for team personnel. The law enforcement supervisor will call on technical
experts from the resources available on the team to assist them during assessment if needed.

B. **Fire Department** - Minimum two firefighters, one of whom shall be a paramedic, if possible. These firefighter/paramedics shall provide initial emergency medical treatment to injured team members or public, and fire suppression.

C. **Sarasota County School Board** - One bus, with air conditioning and lift gate with a driver. The school bus will be used for team rehabilitation and may be used to transport individuals out of the affected area to a shelter or area of safe refuge at the approval of the team leader.

D. **K-9 Search and Rescue** - Stage one team north and one team south to respond at the request of TFIT leader.

E. **Utilities/Environmental Services** - Minimum of two personnel trained and equipped. These personnel shall evaluate any health and/or environmental effects due to overflows from sewer lift stations, or hazardous materials spills.

F. **Fleet Services** - Vehicle repair support for county teams will be provided by Sarasota County Fleet or an authorized vendor. Municipalities are responsible for their own fleet maintenance.

G. **Frontier** – Carlos Bates is the City of Sarasota emergency contact. He will be located at the Sarasota EOC and can be reached at [insert phone number]

H. **ACS** (Auxiliary Communications Service) The Sarasota County Auxiliary Communications Service, Inc. is a volunteer program created to provide communications support for Sarasota County Emergency Management, and will be provided through Sarasota Police Department support.

**Incident Command System**

1) The City's TFIT will operate under the Incident Command System Unified Command at all times.

2) The TFIT Branch Director is one of several branch directors that are required during a natural hazards event. The TFIT Branch Director acts as the overall coordinator for the teams during emergency operations. This person is the focal point for all information and has the authority to make decisions for the Team. The TFIT Branch Director reports to the Emergency Operations Center (EOC) Operations Chief.

3) Each TFIT is composed of resources from various jurisdictions and agencies, representing a variety of disciplines.
Training

1) Team leaders from each discipline represented on the task force should meet quarterly at a minimum to discuss planning, training and deployment issues. All task force members should meet annually to clarify roles and responsibilities prior to hurricane season.

2) Each TFIT will participate in an annual exercise. Team meetings are to be set by the team leader.

3) All team members shall have completed, at a minimum, ICS 700 and ICS 100. In addition, Supervisory personnel shall complete ICS 200.

CONCEPT OF OPERATIONS

General

The primary function of the TFIT is to re-enter an area impacted by a hurricane or other serious event as soon as conditions permit, ahead of all others to make an initial estimate of:

- Location of victims needing evacuation or medical care;
- Report preliminary damage assessment to the EOC;
- Location of damages; and,
- Define what resources are needed and in what priority.

1) A concurrent primary mission is to provide the minimal amount of emergency road clearance that is needed to permit the entry of early arriving emergency vehicles into the affected areas. Debris will be pushed to the edge of pavement or onto rights-of-way and not onto private property when possible. Debris pickup will be done during recovery efforts and not by TFIT. Teams will exercise caution when pushing debris aside so as to not to block street signs, fire hydrants, mailboxes or damage property. It is expected that the TFIT operations will take no more than 72-hour. After that members will be returned to their respective agencies.

2) Each Team will be capable of traveling on impassable roadway infrastructure with assigned vehicles, and clearing debris from roadways.

3) Support shall be called for rendering emergency life support, neutralizing downed power lines, extinguishing fires and maintaining security within the area of the Team's operation.
4) The routes shall be checked by each of the TFIT teams. They are depicted in the maps and are contained herein. The Teams are to follow these preset instructions automatically as there may be no communications possible between the teams and the Emergency Operations Center. The priorities and missions will be defined in briefings for TFIT when they are activated or pre-positioned. These missions may be altered by the Emergency Manager.

Pre-storm

1) When a storm is forecast and expected to make landfall in Sarasota County, all TFIT personnel are requested to keep tuned to local weather reports for possible mobilization and deployment. Timing for mobilization will be in accordance with expected time of landfall and wind velocity. Unless circumstances dictate, all teams should be dispatched to their pre-designated staging area before the estimated arrival of 45 mph winds. Team members must arrive at the staging site before winds exceed 45 mph as movement becomes almost impossible at that point.

2) When the EOC determines the probability that Sarasota County will be directly impacted, and the teams should be deployed, the EOC Operations Chief shall notify the TFIT Branch Director. The TFIT Branch Director shall be responsible for alerting all TFIT members identified on the TFIT contact list (contained herein), who will in turn notify their specific agency/organization TFIT personnel. Rapid call or a reverse 911 call tree may be utilized. It will be the responsibility of all team members to report to their pre-designated staging areas with their assigned equipment. All personnel will be responsible for their own bedding, food, and water (enough to last approximately 3 days; 1 gallon/person/day for drinking). Each Team Leader will notify the TFIT Branch Director when their Team is securely in place. An ICS-211, Check-In Form and the ICS-214 Unit Log shall be completed by each Team Leader. These forms are contained herein. Each team member will complete a FEMA Daily Activity Log with their name and agency represented and will also use the activity portion of the log to record all actions taken by that individual. If multiple units are assigned to one vehicle, one unit log can be completed for that vehicle.

Trans-storm

The TFIT will remain in place until they see that the storm has lifted enough for them to move out, maintaining contact with the TFIT Branch Director by radio for as long as possible. Teams must not mistake the passage of a storm eye for the passage of the storm itself. Once winds have locally reached 45 mph or less, TFIT members will be prompted to begin their missions.
Post-storm

1) Each TFIT is organized as a Task Force and is a cohesive unit made up of specialized skills that gives the team exceptional capability for self-directed accomplishment of the common mission. Each team is therefore prepared to devise and execute a team plan suited to the situation encountered and to adjust that plan as circumstances warrant.

2) Upon storm passage, as determined by either direct observation, or as advised by the TFIT Branch Director or other authority, the team will:

A. Start and maintain efforts to establish radio contact with the TFIT Branch Director until successful. An ACS radio operator should travel with the team leader when available. Use of radio talk groups and frequencies shall be assigned by the EOC Operations Chief, in consultation with Public Safety Communications. Radio Assignments shall be outlined on the ICS-205. This form is contained herein. Deviations from assigned talk groups or frequencies are prohibited.

B. Check personnel, vehicles, and equipment for injuries and damage.

C. Finalize a plan to execute the mission, load equipment, and start on designated route. Bypass major obstacles as necessary to avoid major delays. Make notes of damage sites using the following methods:
   - Photographs if possible;
   - Reporting damages to infrastructure using street blocks and Global Positioning System (GPS) coordinates, if possible. Be as specific of the area affected as possible; and,
   - Compile a list of areas where further response and recovery efforts will be needed.

D. To assist the Teams in their navigation, each Team is assigned a GPS device. In that a storm might eliminate all visible landmarks and references, the GPS will assist in identifying the Team's location. If a Team is dispatched by the EOC, a location and latitude/longitude, in decimal degrees will be given for the Team to geolocate. In reverse, when a Team contacts the EOC, the same information will be given by the Team. The assigned GPS devices will be issued to the Team Leaders and it will be their responsibility to remain proficient in their use.
E. Due to safety concerns, TFIT members will:
- Travel in pairs;
- Not work after dark (unless directed to do so by the EOC); and,
- Report hazardous conditions to the TFIT Branch Director when noted.

Electrical personnel shall assist the loader operator by observing electrical lines and other issues ahead of the loader.

3) Call support for:

   A. The rendering of basic medical aid to injured persons encountered upon the predetermined route. Report to the EOC the locations of persons needing further medical aid.

   B. Call for support to take corrective action to prevent lawlessness, looting or rioting, and report to the EOC the need for additional law enforcement assistance if needed.

   C. Identify locations of entrapped persons due to building collapse, rising water or other physical barriers. Call for support to take appropriate actions to rescue or preserve life. Report to the EOC the need for additional assistance of Fire/EMS or Urban Search and Rescue Teams (USAR).

4) When the mission is completed, assemble and account for all personnel, and equipment, return to the Initial Assembly Area (or elsewhere as directed by the EOC Operations Chief) and prepare to brief the EOC or field operations on observations and response.

   A. Team notes, mapping, photographs, and debriefing of team members will be required.

   B. Team equipment and team members may be needed for missions elsewhere. Team members are not to be released to other tasks until they are debriefed. The Team Leader or other team member may debrief all team members and collect team reports for presentation.

   C. Team members shall obtain status regarding their families and home through their Team Leader.
Media Relations

Media Relations shall be deferred to Emergency Management or the Incident’s Senior Communications Manager (PIO).

LOGISTICS AND ADMINISTRATION

Tools and Equipment (Individual) - It is recommended that all team members have the following personal items:

- Nonperishable food and water for at least three days;
- Medications and other personal items;
- Sleeping bag or sleeping mat; and,
- Spare clothing including pants, shirts, socks, and hats.

THE REST OF THIS PAGE INTENTIONALLY LEFT BLANK
TFIT ROSTER AND ROUTES
**TACTICAL FIRST IN TEAMS (TFIT)**
Revised 6-19-18

**TFIT #1 – Staged at Sarasota High School**

<table>
<thead>
<tr>
<th>NAME</th>
<th>ASSIGNMENT</th>
<th>VEHICLE</th>
<th>Asset No</th>
<th>COMPUTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richard Winder</td>
<td>Damage Assessment/Leader</td>
<td>Ford Escape</td>
<td>26406</td>
<td>Yes</td>
</tr>
<tr>
<td>Steve Owen</td>
<td>Assit. Team Leader &amp; DA</td>
<td>Ford F-350</td>
<td>28527</td>
<td>Needs Laptop</td>
</tr>
<tr>
<td>Johnny Pate</td>
<td>Heavy Equipment Operator</td>
<td>Truck, trailer &amp; CAT pay loader</td>
<td>31964, 33923 &amp; 31903</td>
<td>N/A</td>
</tr>
<tr>
<td>Keith Flagler</td>
<td>Electrician</td>
<td>Bucket Truck</td>
<td>30282</td>
<td>Yes</td>
</tr>
<tr>
<td>Robert Skinner</td>
<td>Cut Off Saw Operator/Safety/Spot.</td>
<td>Ford F-150</td>
<td>26495</td>
<td>N/A</td>
</tr>
<tr>
<td>Frank Murray</td>
<td>Cut Off Saw Operator/Safety/Spot.</td>
<td>Ford F-150</td>
<td>26495</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**TFIT #2 – Staged at Sarasota High School**

<table>
<thead>
<tr>
<th>NAME</th>
<th>ASSIGNMENT</th>
<th>VEHICLE</th>
<th>Asset No</th>
<th>COMPUTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quentin Stanford</td>
<td>Team Leader</td>
<td>Chevy 3500</td>
<td>34427</td>
<td>Yes</td>
</tr>
<tr>
<td>Thom Strong</td>
<td>Asst. Team Leader</td>
<td>Ford F-250</td>
<td>28526</td>
<td>Yes</td>
</tr>
<tr>
<td>David Avilles</td>
<td>Electrician</td>
<td>Bucket Truck</td>
<td>23300</td>
<td>N/A</td>
</tr>
<tr>
<td>Patrick Brown</td>
<td>Heavy Equipment Operator</td>
<td>Loader</td>
<td>23976</td>
<td>N/A</td>
</tr>
<tr>
<td>Rob Beckwith</td>
<td>Chain Saw Operator/Safety/Spot.</td>
<td>F-250</td>
<td>25592</td>
<td>N/A</td>
</tr>
<tr>
<td>Doug Baldwin</td>
<td>Cut Off Saw Operator/Safety/Spot.</td>
<td>F-250</td>
<td>25592</td>
<td>N/A</td>
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</table>

**TFIT #3 – Staged at Sarasota High School**

<table>
<thead>
<tr>
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<th>COMPUTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melvin Stokes</td>
<td>Team Leader</td>
<td>Chevy truck</td>
<td>32066</td>
<td>Yes</td>
</tr>
<tr>
<td>Jamie Jones</td>
<td>Asst. Team Leader</td>
<td>TBD</td>
<td>TBD</td>
<td>No</td>
</tr>
<tr>
<td>Dennis Kennedy</td>
<td>Damage Assessment &amp; Electrician</td>
<td>Chevy-3500 4-door service truck</td>
<td>35278</td>
<td>N/A</td>
</tr>
<tr>
<td>Rodney Jackson</td>
<td>Heavy Equip. Operator</td>
<td>CAT Loader/ Yard Bucket</td>
<td>24768</td>
<td>N/A</td>
</tr>
<tr>
<td>Shannon Kinney</td>
<td>Cut Off Saw Operator/Safety/Spot.</td>
<td>F-250</td>
<td>26479</td>
<td>N/A</td>
</tr>
<tr>
<td>Mitchell Veverka</td>
<td>Cut Off Saw Operator/Safety/Spot.</td>
<td>Chevy 2500HD</td>
<td>A033658</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**General Note:** The 10 assigned SPD officers will assist each TFIT and be assigned based on the needs of the emergency. The assignment decisions will be made with each TFIT leader and the SPD Sergeant Representative prior to deployment. Adjustments of the assignments can also be made in the field as determined between each TFIT leader and the SPD Sergeant Representative.
TFIT TRAILER EQUIPMENT
### TFIT - Trailer Equipment

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Operating</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chain Saw w/ extra chain</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>16&quot; Cutoff Saw</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>16&quot; All Purpose Diamond Blade</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Chain Saw wrenches</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two Cycle Oil</td>
<td>12 (1 bx)</td>
<td></td>
</tr>
<tr>
<td>Gas Can</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Diesel Can</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Portable Generator</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2 HP Elec Tire Compressor w/Hose</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Heavy Duty Lopers</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>MOT Cones</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Barricades w/ light</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Large Bolt Cutters</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2-5/16&quot; Ball &amp; Hitch Receiver</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Tire Repair Kits</td>
<td>Many</td>
<td></td>
</tr>
<tr>
<td>CERT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 Ton Hydraulic Jack</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Wood and Block Cribbing</td>
<td>Many</td>
<td></td>
</tr>
<tr>
<td>10' Chain w/hooks</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Sledge Hammer</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Long Spud Bar</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Flat and Round Shovels</td>
<td>1 ea</td>
<td></td>
</tr>
<tr>
<td>Trouble Work Light</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Batteries</td>
<td>Many</td>
<td></td>
</tr>
<tr>
<td>Empty Sand Bags</td>
<td>12 (min)</td>
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</tr>
<tr>
<td>50' Extension Cord</td>
<td>1</td>
<td></td>
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<tr>
<td>White Spray Paint</td>
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<tr>
<td>Orange Spray Paint</td>
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<td></td>
</tr>
<tr>
<td>Duct Tape</td>
<td>6 Rolls</td>
<td></td>
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<tr>
<td>15' Nylon Tow Strap</td>
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</tr>
<tr>
<td>Visqueen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electrical</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hot Stick</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Volt Meter</td>
<td>1</td>
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</tr>
<tr>
<td>Electrical Arc Flash Gear (Trained Personnel Only)</td>
<td>1</td>
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<tr>
<td><strong>SAFETY</strong></td>
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<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Chain Saw Head/Shield/Ears</td>
<td>2</td>
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</tr>
<tr>
<td>25 People First Aid Kit</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>5 LB / ABC Fire Extinguisher</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>2&quot; Caution Tape</td>
<td>6 Rolls</td>
<td></td>
</tr>
<tr>
<td>5 Gal Drinking Water Container</td>
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<tr>
<td>Hard Hats</td>
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<tr>
<td>Safety Vests</td>
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<td>Work Gloves</td>
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<td>Hand Sanitizer</td>
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<td></td>
</tr>
<tr>
<td>Safety Glasses</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Ear Plugs</td>
<td>Box</td>
<td></td>
</tr>
<tr>
<td>Box of Rags</td>
<td>Box</td>
<td></td>
</tr>
<tr>
<td>Respirators (Trained Personnel Only)</td>
<td>2</td>
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<table>
<thead>
<tr>
<th><strong>WATER</strong></th>
<th>Description</th>
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<tbody>
<tr>
<td>Util Quarter Section Books (Water, sewer, reuse)</td>
<td>3</td>
<td></td>
<td></td>
<td>YES</td>
</tr>
<tr>
<td>Adjustable Valve Wrench</td>
<td>1</td>
<td></td>
<td></td>
<td>YES</td>
</tr>
<tr>
<td>Fire Hydrant Wrench</td>
<td>1</td>
<td></td>
<td></td>
<td>YES</td>
</tr>
<tr>
<td>4&quot; Fiberglass Probe Rod</td>
<td>1</td>
<td></td>
<td></td>
<td>YES</td>
</tr>
<tr>
<td>Elec Valve Turning Wrench w/ 2&quot; nut &amp; Pipe</td>
<td>1</td>
<td></td>
<td></td>
<td>YES</td>
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<table>
<thead>
<tr>
<th><strong>SEWER</strong></th>
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<tbody>
<tr>
<td>Manhole Hook</td>
<td>1</td>
<td></td>
<td></td>
<td>YES</td>
</tr>
<tr>
<td>Sewer &quot;White&quot; Suits</td>
<td>2</td>
<td></td>
<td></td>
<td>YES</td>
</tr>
<tr>
<td>Sewer Spill Containment Pigs</td>
<td>6</td>
<td></td>
<td></td>
<td>YES</td>
</tr>
<tr>
<td>Calibrated H2S Monitor</td>
<td>1</td>
<td></td>
<td></td>
<td>YES</td>
</tr>
</tbody>
</table>

| **Drive Away Kit** | (At - R.L. Taylor) | 1 |  | YES |

<table>
<thead>
<tr>
<th><strong>Trailer Equipment</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tire Repair Kits</td>
</tr>
<tr>
<td>Spare Trailer Tire</td>
</tr>
<tr>
<td>Trailer Flat Tire Ramp Lift</td>
</tr>
<tr>
<td>Lug Wrench</td>
</tr>
<tr>
<td>Key to Lock and Unlock Trailer</td>
</tr>
</tbody>
</table>
ALTERNATIVE TFIT

Florida Sun Coast Helicopter 355-1259
Sarasota Airport (SRQ)

$295 minimum
$575 / hour

Carries 3 people plus pilot (You Video)

END OF DOCUMENT
TFIT FORMS
### City of Sarasota

**FEMA - Daily Activity Log**

**Department:**

**Division:**

**Name:**

**Date:**

**Site / Location:**

**Event:**

**Category of Work:** (See Below)

**Category A - Debris Removal:** -- Clearing of Debris from public and private property.

**Category B - Emergency Protective Measures:** -- Protection from Damage & Search & Rescue.

**Category C - Road & Bridges:** -- Restoration of damaged Road systems and Bridges.

**Category D - Water Control Facilities:** -- Restoration of Dams & similar facilities.

**Category E - Buildings & Equipment:** -- Restoration of Buildings and Equipment.

**Category F - Utilities Systems:** -- Restoration of Utility Plants and Distribution systems

**Category G - Recreational & Other:** -- Park related or other Emergency work not classified.

---

### Labor

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

*Labor: Include separate entries for all breaks, meals, & non-emergency related functions.

---

### Equipment

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

**Equipment: If the equipment is used for hauling materials, track hours. If equipment is used for passengers, track miles.

---

### Materials

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Materials: Attach all receipts to back of form.

---

I CERTIFY THAT THE LABOR, EQUIPMENT, AND MATERIALS ARE TRUE EXPENSES RELATED TO THE DISASTER EVENT.

**Employees Signature:** ___________________________  **Date:** ____________

**Supervisor's Signature:** ___________________________  **Date:** ____________

THE EMPLOYEE SHALL COMPLETE FORM - PRIOR TO LEAVING FOR THE DAY.
# ASSIGNMENT LIST (ICS 204)

1. **Incident Name:**
2. **Operational Period:**
   - **Date From:**
   - **Date To:**
   - **Time From:** HHMM
   - **Time To:** HHMM
3. **Branch:**
4. **Operations Personnel:**
   - **Name**
   - **Contact Number(s)**
   - **Operations Section Chief:** XXX-XXX-XXXX
   - **Branch Director:** XXX-XXX-XXXX
   - **Division/Group Supervisor:** XXX-XXX-XXXX
5. **Resources Assigned:**
   - **Resource Identifier**
   - **Leader**
   - **# of Persons**
   - **Contact (e.g., phone, pager, radio frequency, etc.)**
   - **Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information**
6. **Work Assignments:**
7. **Special Instructions:**
8. **Communications** (radio and/or phone contact numbers needed for this assignment):
   - **Name**
   - **/Function**
   - **Primary Contact:** indicate cell, pager, or radio (frequency/system/channel)
9. **Prepared by:**
   - **Name:**
   - **Position/Title:**
   - **Signature:**

ICS 204 | IAP Page | Date/Time: Date
## INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205)

1. Incident Name: ____________________________  
2. Date/Time Prepared:  
   Date: ____________  
   Time: __HH:MM__  
3. Operational Period:  
   Date From: ____________  
   Time From: __HH:MM__  
   Date To: ____________  
   Time To: __HH:MM__  

4. Basic Radio Channel Use:

<table>
<thead>
<tr>
<th>Zone Grp.</th>
<th>Ch #</th>
<th>Function</th>
<th>Channel Name/Trunked Radio System Talkgroup</th>
<th>Assignment</th>
<th>RX Freq N or W</th>
<th>RX Tone/NAC</th>
<th>TX Freq N or W</th>
<th>TX Tone/NAC</th>
<th>Mode (A, D, or M)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

5. Special Instructions:

6. Prepared by (Communications Unit Leader):  
   Name: ____________________________  
   Signature: ____________________________  

ICS 205  
IAP Page  
Date/Time: ____________
### INCIDENT CHECK-IN LIST (ICS 211)

<table>
<thead>
<tr>
<th>1. Incident Name:</th>
<th>2. Incident Number:</th>
<th>3. Check-In Location (complete all that apply):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>□ Base □ Staging Area □ ICP □ Helibase □ Other</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. Start Date/Time:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
</tr>
<tr>
<td>Time:</td>
</tr>
</tbody>
</table>

| 5. List single resource personnel (overhead) by agency and name, OR list resources by the following format: |

|-------|--------|----------|------|------|-------------------------------|---------|-------------------|---------------------|-----------------|-------------------------------|-------------------------------|------------------------|-------------------------------|-------------------|-----------------------|-------------------------|--------------------------|

### ICS 211

17. Prepared by: Name: Position/Title: Signature: Date/Time:
<table>
<thead>
<tr>
<th>1. Incident Name:</th>
<th>2. Operational Period:</th>
<th>4. ICS Position:</th>
<th>5. Home Agency (and Unit):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Date From: Date</td>
<td>Date To: Date</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Time From:</td>
<td>Time To:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Name:</th>
<th>6. Resources Assigned:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Name</td>
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<table>
<thead>
<tr>
<th>7. Activity Log:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date/Time</td>
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</tbody>
</table>

8. Prepared by: Name: Position/Title: Signature:  
ICS 214, Page 1 Date/Time: Date
### ACTIVITY LOG (ICS 214)

<table>
<thead>
<tr>
<th>1. Incident Name:</th>
<th>2. Operational Period:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Date From:</td>
</tr>
<tr>
<td></td>
<td>Date To:</td>
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<td></td>
<td>Time From:</td>
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<td></td>
<td>Time To:</td>
</tr>
</tbody>
</table>

7. Activity Log (continuation):

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Notable Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>
Appendix 1
Severe Thunderstorm Potential
Issued December 19, 2018 at 7 AM

Overview: Widespread showers and thunderstorms are expected across the region Wednesday night through Thursday ahead of a strong cold front. A few of these storms could be severe. Behind the front for Friday, in addition to lingering showers, there will be strong gusty winds and some coastal flooding concerns, especially across the Nature Coast.

Impacts:
The Storm Prediction Center Severe Weather Outlook (below) has portions of west central and southwest Florida in a SLIGHT RISK designation for severe weather across the region. At the present time, the primary impacts from the storms will be:

• Strong wind gusts to 60 mph.
• Locally heavy rainfall with 2 – 3 inches expected across the region.

There is still some uncertainty with the forecast. If better atmospheric instability develops, then some large hail and a few tornadoes will be possible.

Additional impacts beyond the severe weather threat include strong sustained winds behind the front for later Thursday through early Saturday, with some gale force winds forecast over the coastal waters. Some minor coastal flooding and dangerous high surf will also be possible as winds turn onshore Friday.

Timing:
Showers and storms will begin to affect the area Wednesday night, with the main line of storms expected to move through the area on Thursday. Showers and cloudiness will linger through Friday.
Severe Weather Outlook for Thursday:

Severe Weather Outlook
Thursday, December 20, 2018

Current Watches

Weather Forecast Office
Tampa Bay/Ruskin, FL
Issued Dec 19, 2018 6:48 AM EST

Hazard:
- Areal Flood Watch: Thursday and Thursday Night
- Gale Watch: Thursday Night and Friday
Excessive Rainfall Outlook:

Valid 12Z Thu Dec 20 2018 Thru 12Z Fri Dec 21 2018
Issued: 0807Z Wed Dec 19 2018
Forecaster: HAYES NOAA/NWS/NCEP/WPC

Risk of rainfall exceeding flash flood guidance within 25 miles of a point:
- HIGH: > 50%
- SLGT: 10%-20%
- MDT: 20%-50%
- MRGL: 5%-10%

Heavy Rainfall Expected
Total Rainfall Wednesday Evening through Friday

Weather Forecast Office
Tampa Bay/Ruskin, FL
Issued Dec 19, 2018 5:40 AM EST

Precipitation (in):
- 6" (red)
- 4" (orange)
- 3" (yellow)
- 2" (green)
- 1.5" (light green)
- 1" (light green)

Cities affected:
- Crystal River
- Brooksville
- Tampa
- Lakeland
- Sarasota
- Fort Myers

@NWSTampaBay
weather.gov/tampabay
Coastal Flooding Potential for Cedar Key/Crystal River:

The forecast has increased from yesterday’s briefing to 5.9 feet MSL for the 1 in 10 chance, and 5.0 feet MSL for the 1 in 2 chance for early Friday morning.

Coastal Flooding Potential for Clearwater Beach:

There is a 1 in 10 chance that max water levels will be 4.1 feet MSL, and a 1 in 2 chance of levels reaching 3.6 feet MSL. Timing is late Thursday night early Friday morning.
Potential Tropical Cyclone FOURTEEN

BULLETIN
Potential Tropical Cyclone Fourteen Advisory Number 1
NWS National Hurricane Center Miami FL AL142018
400 PM CDT Sat Oct 06 2018

...DISTURBANCE GETTING BETTER ORGANIZED OVER THE NORTHEASTERN CARIBBEAN SEA...
...WARNINGS AND WATCHES ISSUED FOR PORTIONS OF WESTERN CUBA AND THE YUCATAN PENINSULA...

SUMMARY OF 400 PM CDT...2100 UTC...INFORMATION
LOCATION...18.0N 86.6W
ABOUT 290 MI...470 KM SSW OF THE WESTERN TIP OF CUBA
MAXIMUM SUSTAINED WINDS...30 MPH...45 KM/H
PRESENT MOVEMENT...NW OR 325 DEGREES AT 6 MPH...9 KM/H
MINIMUM CENTRAL PRESSURE...1006 MB...29.71 INCHES

WATCHES AND WARNINGS

CHANGES WITH THIS ADVISORY:
The Government of Cuba has issued a Tropical Storm Warning for the provinces of Pinar del Rio and Isle of Youth.
The Government of Mexico has issued a Tropical Storm Watch for the coast of the Yucatan Peninsula from Tulum to Cabo Catoche.

SUMMARY OF WATCHES AND WARNINGS IN EFFECT:
A Tropical Storm Warning is in effect for...
* The Cuban provinces of Pinar del Rio and the Isle of Youth
A Tropical Storm Watch is in effect for...
* The coast of Mexico from Tulum to Cabo Catoche
A Tropical Storm Warning means that tropical storm conditions are expected somewhere within the warning area within 36 hours.
A Tropical Storm Watch means that tropical storm conditions are possible within the watch area, generally within 48 hours.

For storm information specific to your area, please monitor products issued by your national meteorological service.

DISCUSSION AND OUTLOOK
At 400 PM CDT (2100 UTC), the disturbance was centered near latitude 18.0 North, longitude 86.6 West. The system is moving toward the northwest near 6 mph (9 km/h). A motion toward the north is expected during the next couple of days. On the forecast track, the center of the disturbance should move near the eastern coast of the Yucatan Peninsula of Mexico tonight through Sunday night, and then move into the southern Gulf of Mexico on Monday.

Maximum sustained winds are near 30 mph (45 km/h) with higher gusts. Strengthening is forecast during the next couple of days, and the disturbance is expected to become a tropical depression on Sunday and a tropical storm on Sunday night.
* Formation chance through 48 hours...High...80 percent
* Formation chance through 5 days...High...90 percent

The estimated minimum central pressure is 1006 mb (29.71 inches).


Page 56 of 196
HAZARDS AFFECTING LAND

WIND: Tropical storm conditions are expected to first reach the coast within the warning area by Sunday night, making outside preparations difficult or dangerous. Tropical storm conditions are possible in the watch area Sunday night and Monday.

RAINFALL: The disturbance is expected to produce total rain accumulations of 3 to 7 inches over western Cuba and 2 to 4 inches over the Yucatan peninsula, Belize, and northern Honduras through Tuesday. Isolated maximum amounts of 12 inches are possible in western Cuba. A separate area of persistent very heavy rainfall is expected along the Pacific coast of Central America and Mexico, including western Nicaragua, El Salvador, Guatemala, and the state of Chiapas in Mexico. In many of these areas this rainfall could lead to life-threatening flash floods.

NEXT ADVISORY

Next intermediate advisory at 700 PM CDT.
Next complete advisory at 1000 PM CDT.

$$
Forecaster Beven
NNNN

Quick Links and Additional Resources

TROPICAL CYCLONE FORECASTS
- Tropical Cyclone Advisories
- Tropical Weather Outlook
- Audio/Podcasts
- About Advisories

MARINE FORECASTS
- Offshore Water Forecasts
- Gated Forecasts
- Gated
- About Marine

SOCIAL MEDIA
- Facebook
- Twitter
- YouTube
- NHC Blog
- “Inside the Eye”

HURRICANE PREPAREDNESS
- Preparedness Guide
- Hurricane Hazards
- Watches and Warnings
- Marine Safety
- Ready.gov Hurricanes
- Weather.gov Ready
- Emergency Management Offices

RESEARCH AND DEVELOPMENT
- NOAA Hurricane Research Division
- Joint Typhoon Warning Center
- Hurricane Forecast Improvement Program

OTHER RESOURCES
- NHCVERSE
- NHC.USGS Library Branch
- NOAA: Hurricane FAQs
- National Hurricane Operations Plan
- WMA/AMT amateur radio

NWS FORECAST OFFICES
- Weather Prediction Center
- Storm Prediction Center
- Ocean Prediction Center
- Local Forecast Offices
- Central Pacific Hurricane Center

WORLDWIDE TROPICAL CYCLONE CENTERS
- Canadian Hurricane Centre
- Joint Typhoon Warning Center
- Other Tropical Cyclone Centers
- NIO-Severe Weather Info Centre

Appendix 2
Atlantic

No Development Expected

We will resume issuance of the Daily Briefing on May 25th. Should any tropical threat develop during the off-season, then we will resume the Daily Briefing and issue advisories as needed.

Daily Briefing

Atlantic Daily Briefing
5/10/2019 9:00 AM
Active Systems
None

Other Disturbances / Areas to Watch
There are currently no disturbances in the Atlantic Basin.

We will begin updating the Atlantic Daily Briefing on the web portal on May 15, emailing it on Mondays until the official start of the hurricane season on June 1.

Meteorologist: Chris Hebert

StormGeo Tropics Watch Daily Briefing
**Disturbance 47**

10/5/2010 10:20 AM

<table>
<thead>
<tr>
<th>Current Location</th>
<th>565 km southeast of Cozumel, MX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Movement</td>
<td>Northeast at 5 mph</td>
</tr>
<tr>
<td>Max Winds</td>
<td>40 mph gusting to 40 mph</td>
</tr>
<tr>
<td>Current Hurricane Severity Index</td>
<td>0 out of a possible 50 points (0 size, 0 intensity)</td>
</tr>
<tr>
<td>Max Predicted Hurricane Severity Index</td>
<td>3 out of a possible 50 points (1 size, 2 intensity)</td>
</tr>
<tr>
<td>Current Radius of Tropical Storm-Force Winds</td>
<td>0 km</td>
</tr>
<tr>
<td>Max Predicted Radius of Tropical Storm-Force Winds</td>
<td>70 km</td>
</tr>
<tr>
<td>Organizational Trend</td>
<td>Steady - Poorly-Organized</td>
</tr>
<tr>
<td>Forecast Confidence</td>
<td>Average</td>
</tr>
<tr>
<td>Chance of Development</td>
<td>60 percent</td>
</tr>
</tbody>
</table>

**StormGeo Advisory 1**

**Key Points**

**StormGeo Advisory**
Appendix 3
City of Sarasota Gauge Locations
Sarasota County Gauge Locations
Mote Weather Station at New Pass – Active

Station Overview
Monitoring Waterbody: Sarasota Bay
Latitude/Longitude: 27.333911°, -82.579242°
Location: Sarasota County, Florida
Data Source: MOTE_HYDRO

Last Update: about an hour ago (5/10/2019 10:00:00 AM)

- Latest Data
- Last 24 Hours of Data
- 24 Hour Graphs
- 7 Day Graphs
- 31 Day Graphs

Please be aware that the near-real time data has not been through the quality control procedures common with our other data sets; therefore, the possibility of error exists.

Latest Data

<table>
<thead>
<tr>
<th>Sample Date</th>
<th>Parameter</th>
<th>Value</th>
<th>Download</th>
</tr>
</thead>
<tbody>
<tr>
<td>5/10/2019 12:00:00 AM</td>
<td>Daily Cumulative Rainfall</td>
<td>0.01 in</td>
<td>Grouped daily, monthly</td>
</tr>
<tr>
<td>5/10/2019 10:00:00 AM</td>
<td>Barometric Pressure</td>
<td>29.98 hPa</td>
<td>Grouped daily, monthly</td>
</tr>
<tr>
<td>5/10/2019 10:00:00 AM</td>
<td>Dew Point</td>
<td>73.2 deg F</td>
<td>Grouped daily, monthly</td>
</tr>
<tr>
<td>5/10/2019 10:00:00 AM</td>
<td>Precipitation</td>
<td>0 inches</td>
<td>Grouped daily, monthly</td>
</tr>
<tr>
<td>5/10/2019 10:00:00 AM</td>
<td>Relative Humidity</td>
<td>82 %</td>
<td>Grouped daily, monthly</td>
</tr>
<tr>
<td>5/10/2019 10:00:00 AM</td>
<td>Solar Radiation</td>
<td>416 w/m²</td>
<td>Grouped daily, monthly</td>
</tr>
<tr>
<td>5/10/2019 10:00:00 AM</td>
<td>Temperature, air</td>
<td>79.2 deg F</td>
<td>Grouped daily, monthly</td>
</tr>
<tr>
<td>5/10/2019 10:00:00 AM</td>
<td>Wind Gust</td>
<td>16 mph</td>
<td>Grouped daily, monthly</td>
</tr>
</tbody>
</table>
Appendix 4
Flood Warning Dissemination Process

Emergency Management monitors weather → Receives NWS Advisory → Issue warnings via Joint Information Center

Distribute NWS Advisory to City Director Staff

Tropical Storm Event

- No
- Yes

Activate Incident Command System

City Manager & Emergency Manager determine warning levels to public

- Yes
- No

Issue Warnings

Coordinate protective measures

Emergency Management continues to monitor
Appendix 5
City of Sarasota Evacuation Levels

Legend
- Railways
- Waterline
- City Limit
- Evacuation Zone

<table>
<thead>
<tr>
<th>Evacuation Zone</th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td>T Commercial</td>
<td>283</td>
<td>206</td>
<td>198</td>
<td>833</td>
<td>254</td>
</tr>
<tr>
<td>Y Single Family</td>
<td>2183</td>
<td>1155</td>
<td>1805</td>
<td>3747</td>
<td>1306</td>
</tr>
<tr>
<td>P Multi Family</td>
<td>353</td>
<td>118</td>
<td>264</td>
<td>729</td>
<td>233</td>
</tr>
<tr>
<td>E Manufactured</td>
<td>0</td>
<td>137</td>
<td>40</td>
<td>491</td>
<td>360</td>
</tr>
</tbody>
</table>

Number of Buildings per Evacuation Level

1.5 0.75 0

All information contained in this map is subject to change at any time. User has acknowledged and accepted all terms and conditions for the use of this map or web application put forth by the City of Sarasota GIS & Information Technology Department.
GIS Data Layers for FEMA Flood & FIRM Information

Past Flood Area Risk

SFHA ZONES - 3811.87 Total Acres
- Zones A, AE & AH
- Zones VE
- Sarasota City Limits

Location
700 John Ringling Blvd, Sarasota, FL
6th St bet Goodrich @ Osprey, Sarasota, FL
School St @ Ringling & Bay, Sarasota, FL
Norsota Way @ Sea Grape & Anglin, Sarasota, FL
8th St from Railroad to Shade, Sarasota, FL
1700 Ben Franklin, Sarasota, FL
Ken Thompson Park, Sarasota, FL
US 41 @ 1st St, Sarasota, FL
Aspinwall @ Shade, Sarasota, FL
Washington Blvd @ 6th St, Sarasota, FL
Orange Ave @ 16th St, Sarasota, FL

Orange Ave @ 18th St, Sarasota, FL
Washington Blvd @ 6th St, Sarasota, FL
6th St bet Goodrich @ Osprey, Sarasota, FL
US 41 @ 1st St, Sarasota, FL
Ken Thompson Park, Sarasota, FL
8th St from Railroad to Shade, Sarasota, FL
School St @ Ringling & Bay, Sarasota, FL
8th St from Railroad to Shade, Sarasota, FL
Aspinwall @ Shade, Sarasota, FL

GIS Data Layers for FEMA Flood & FIRM Information

Past Flood Area Risk

SFHA ZONES - 3811.87 Total Acres
- Zones A, AE & AH
- Zones VE
- Sarasota City Limits
Appendix 6
Richard Kerkering

From: Jason Bartolone
Sent: Wednesday, December 19, 2018 1:36 PM
To: Jan Thornburg; Richard Kerkering; Alexandrea DavisShaw; Douglas Jeffcoat
Cc: Jason Bartolone
Subject: Media Contact: Storm preparation, ABC 7

Reporter/Media Outlet: Jackie Kelly, ABC 7

Contact Info: jackiekelly@wwsb.tv; 941-404-0119

Query: Reporter is working on a story in anticipation of heavy storms and rain expected in the area tomorrow and requested interviews with staff regarding the City’s preparation for street flooding and beach erosion.

Response: Communications facilitated an interview with the City Engineer to discuss the purpose of the Lido Beach emergency renourishment project to prevent future storm erosion. Work may be temporarily halted by the contractor due to inclement weather.

Communications referred the reporter to Sarasota County for comment regarding stormwater management. Recent cleaning/maintenance of stormwater drainage by the county and FDOT along the U.S. 41 corridor near construction zones should help minimize impacts, but some flooding is to be expected in low-lying coastal areas during high tide.

Coordination: Communications, Public Works.

Note: Story is expected to be broadcast sometime this evening.

Jason Bartolone
City of Sarasota
Communications Specialist
941-365-2200, ext. 4412 (O) | 941-928-3988 (C)
Facebook: City of Sarasota
Twitter: City of Sarasota
Periscope: CityofSarasota
Instagram: CityofSarasota
YouTube: City of Sarasota

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. E-mail messages sent or received by City of Sarasota officials and employees in connection with official City business are public records subject to disclosure under the Florida Public Records Act.
From: Jason Bartolone  
Sent: Wednesday, December 19, 2018 4:10 PM  
To: Richard Kerkering; Alexandrea DavisShaw; Douglas Jeffcoat; Jan Thornburg  
Cc: Jason Bartolone  
Subject: Media Contact: Storm preparation, Herald-Tribune

**Query:** Reporter is working on a story in anticipation of heavy storms and rain expected in the area tomorrow and inquired about any special efforts to prevent possible erosion on Lido Beach.

**Response:** The City's primary effort is the ongoing Lido Beach emergency renourishment project to prevent future storm erosion from storms such as the one forecast. Work may be temporarily halted by the contractor due to inclement weather. There are no plans for any additional protective measures for this event at this time.

**Coordination:** Communications, Public Works.

**Note:** Reporter is expected to update a developing story already posted online.

Jason Bartolone  
City of Sarasota  
Communications Specialist  
941-365-2200, ext. 4412 (O) | 941-928-3988 (C)

Facebook: City of Sarasota  
Twitter: City of Sarasota  
Periscope: CityofSarasota  
Instagram: CityofSarasota  
YouTube: City of Sarasota

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Richard Kerkering

From: Jan Thornburg
Sent: Thursday, December 20, 2018 11:03 AM
To: Richard Kerkering; Douglas Jeffcoat; Jason Bartolone
Cc: 1 - City Commissioners; Marlon Brown; John Lege; Bill Riebe
Subject: Media Contact: Storm Impact, ABC 7

Reporter/Media Outlet: Amber Casart, ABC 7

Contact Info: 941-552-4045; acasart@wwsb.tv

Query: News producer wanted to know if the overnight rain created any problems in the City, such as street flooding.

Response: No known storm related issues at the time of contact (6:30 a.m.). City staff will be monitoring the storm throughout the day.

Coordination: Communications

Note: Unknown whether the information will be included in a story today.

Jan Thornburg
City of Sarasota
Sr. Communications Manager
941-954-2613 (O) | 941-650-9693 (C)
Facebook: City of Sarasota
Twitter: City of Sarasota
Periscope: CityofSarasota
Instagram: CityofSarasota
YouTube: City of Sarasota

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Richard Kerkering

From: Jan Thornburg
Sent: Thursday, December 20, 2018 12:44 PM
To: Alexandrea DavisShaw; Richard Kerkering; Douglas Jeffcoat; Jason Bartolone
Cc: 1 - City Commissioners; Marion Brown; John Lege
Subject: Media Contact: Lido Renourishment & Storm, ABC 7

Reporter/Media Outlet: Amber Casart, ABC 7

Contact Info: 941-552-4045; acasart@wwsb.tv

Query: News producer inquired whether the Lido Beach renourishment project is continuing through the storm or if operations are suspended through the holidays.

Response: A surveyor was on Lido Beach this morning doing some final work before buttoning down the operation and halting it due to the inclement weather. Dredging will resume next week after Christmas, weather permitting.

Coordination: Communications, Public Works (Engineering)

Note: Unknown whether the information will be included in a story today.

Jan Thornburg
City of Sarasota
Sr. Communications Manager
941-954-2613 (O) | 941-650-9693 (C)
Facebook: City of Sarasota
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Richard Kerkering

From: Jan Thornburg
Sent: Thursday, December 20, 2018 1:53 PM
To: Richard Kerkering; Douglas Jeffcoat; Jason Bartolone
Cc: 1 - City Commissioners; Marion Brown; John Lege; Bill Riebe; Genevieve Judge
Subject: Media Contact: Storm Impact, WTSP

Reporter/Media Outlet: Isabel Mascarenas, WTSP 10 News
Contact Info: imascarenas@wtsp.com, 727-580-2887
Query: How is the weather impacting Lido Key?
Response: Communications informed the reporter that at this time (11:40 a.m.), we’re unaware of any weather-related issues on Lido. The City’s Emergency Manager is watching the storm closely and has been inspecting the City throughout the morning and will be out during high tide at 12:32 p.m. At this time, the City is experiencing minor street flooding in flood prone areas. Staff will continue to monitor throughout the day.

Coordination: Communications, City Manager, SPD (Emergency Manager)

Note: Shortly after noon, SPD issued a flooding alert asking drivers to avoid Gulf Stream & U.S. 41 as well as Sunset Drive. Reporter is working on weather stories for the early newscasts.

Jan Thornburg
City of Sarasota
Sr. Communications Manager
941-954-2613 (O) | 941-650-9693 (C)
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Twitter: City of Sarasota
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Richard Kerkering

From: Jan Thornburg
Sent: Friday, December 21, 2018 3:05 PM
To: Alexandrea DavisShaw; Richard Kerkering; Douglas Jeffcoat; Jason Bartolone
Cc: 1 - City Commissioners; Marlon Brown; John Lege
Subject: Reporters/Media Outlets:

Reporters/Media Outlets:
Scott Draper, ABC 7
Duhane Lindo, ABC 7
Isabel Mascarenas, WTSP

Query: News outlets inquired about the state of Lido Beach following yesterday's storm and the ongoing rough surf and wind. Also inquired as to when surveyors will be on the beach to determine how much sand eroded over the past few days due to the storm.

Response: Communications facilitated an on-camera interview with the City Engineer for ABC 7. Provided the following information to both outlets: When the seas calm down, the beach will be inspected to determine amount of sand lost. During these kinds of weather events, beach erosion is expected. That's why the long-term beach restoration and preservation project with the U.S. Army Corps of Engineers is critical. There would be planned, periodic sand renourishment projects to restore the beach and protect the nearby infrastructure. Dredging operations for the emergency project were suspended yesterday due to the inclement weather. Operations will resume next week after the holiday.

Coordination: Communications, Public Works (Engineering)

Note: ABC 7 story will run during the 5 p.m. newscast tonight. Isabel Mascarenas posted this video of Lido Beach early this afternoon.

Jan Thornburg
City of Sarasota
Sr. Communications Manager
941-954-2613 (O) | 941-650-9693 (C)
Facebook: City of Sarasota
Twitter: City of Sarasota
Periscope: CityofSarasota
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VIDEO RIDE-ALONG - Our Emergency Manager has spent the day monitoring flood-prone roadways around the City as storms moved through. Take a look: pic.twitter.com/PUfodslcqn

Reach a bigger audience
Get more engagements by promoting this Tweet!

Get started
City of Sarasota @CityofSarasota

WEATHER (Noon): This is a look outside City Hall along Orange Ave. in downtown #Sarasota. We're keeping a close eye on this rain event, w/crews out inspecting the city. Right now we're experiencing minor street flooding in flood prone areas. High tide is @ 12:32 pm. pic.twitter.com/q55zDx6vDb

Reach a bigger audience
Get more engagements by promoting this Tweet!

Get started

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VIDEO RIDE-ALONG - Our Emergency Manager has spent the day monitoring flood-prone roadways and other areas around the City as storms moved through. Take a look:
WEATHER (Noon): This is a look outside City Hall along Orange Ave. in downtown #Sarasota. We're keeping a close eye on this rain event, with crews out inspecting the city. Right now, we're experiencing minor street flooding in flood prone areas. Please let us know if you're seeing more extensive weather-related issues in the Sarasota city limits. High tide is at 12:32 p.m.

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Reported stats may be delayed from what appears on posts.
Appendix 7
AGREEMENT FOR CODERED® NEXT EMERGENCY TELEPHONE CALLING SYSTEM

THIS AGREEMENT for the CodeRED® Next Emergency Telephone Calling System is made and entered into this 23rd day of November, 2018 by and between the City of Sarasota, Florida, a municipal corporation (the “City”) and Sarasota County, a political subdivision of the State of Florida, (the “County”).

WHEREAS, the City and the County believe it is mutually advantageous and in the interest of the public health, safety and welfare of its citizens to enter into an agreement to consolidate emergency notification services; and

WHEREAS, the County has agreed to provide an emergency notification system through a Service Agreement with OnSolve, LLC fka Emergency Communications Network, LLC (“OnSolve”); and

WHEREAS, the City and the County agree that the costs associated with the CodeRED® Next Emergency Telephone Calling System will be apportioned as set forth herein.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants hereinafter set forth, City and County hereby agree as follows:

1. **Purpose.** The County has entered into a Service Agreement for the CodeRED® Next Emergency Telephone Calling System (hereinafter “CodeRED”) with OnSolve (hereinafter “Service Agreement”), which is attached hereto as Exhibit A. It is the purpose and intent of this Agreement to set forth the obligations of the City and County related to the City’s use of CodeRED. The CodeRED system allows users to place pre-recorded telephone calls at high speed for the purpose of communicating matters of public interest and concern.

2. **Financial Obligations.**

   a. The City agrees to pay the County $5,880.00 per contract year for the CodeRED services pursuant to the County’s Service Agreement. The Service Agreement provides for annual extensions unless otherwise terminated by the County or OnSolve. The County shall notify the City of the anticipated cost for any extension periods no later than May 20th of each year.

   b. The City’s obligation to share in the cost of the Service Agreement does not include any finance charge or late payment penalties that may become due under the Service Agreement. To the extent, if any, the City pays the County for Additional System Minutes, the cost of which is later reimbursed to the County by the Federal Emergency Management Agency (FEMA), the County shall refund to the City such FEMA reimbursement. To the extent, if any, FEMA reimburses the County for minutes before the City has paid the County for such minutes, the County shall not charge the City for the cost of such minutes.
c. Payment from the City to the County for the initial period, for the effective date of this Agreement through July 20, 2019, shall be prorated. Thereafter, for each contract year, the City shall make payment to the County in one lump sum by July 21st.

3. **Use of CodeRED.**
   a. City shall have unlimited use of the Service for delivering Emergency Messages. City shall not be allocated any System Minutes under the Service Agreement.
   
   b. City shall have use of unlimited user passcodes ("seats"). If City would like additional seats, it shall request the additional seats and the County's Administrative Agent may agree in writing on the provision of additional seats, if they are not being used under the Service Agreement.
   
   c. City shall only be permitted to use testing and training minutes under section 6 of the Service Agreement with prior notice to County's Administrative Agent, so that usage of minutes can be categorized as testing and training. City shall not be permitted to use IPAWS.
   
   d. City may use a Community Enrollment link on its website.

4. **Obligations of City.** City shall use the Service in accordance with the requirements of the Service Agreement. City shall ensure its users are properly trained in use of the Service, including selection of the type of minutes applicable to a particular message.

5. **Term of Agreement.** This Agreement shall commence immediately upon execution by both the County and City and shall continue through July 20, 2022. This Agreement may be renewed for additional one year terms subject to written agreement of both parties.

6. **Assignment.** No assignment, delegation, transfer or novation of this Agreement or any party hereof shall be made, unless approved in writing by City and County.

7. **Notices.** Any notices or other documents permitted or required to be delivered pursuant to this Agreement shall be delivered in writing by hand or by United States Postal Service, Certified Mail, Return Receipt Requested to the following addresses:

   City of Sarasota  
   Attn: City Manager  
   1565 First Street  
   Sarasota, FL 34236

   Sarasota County  
   Attn: County Administrator  
   1660 Ringling Blvd.  
   Sarasota, FL 34236
8. **Administrative Agent.** The County’s Administrative Agent for this Agreement is:

Paula Parsons Grubb  
Utility Compliance Agent  
1001 Sarasota Center Blvd.  
Sarasota, FL 34236  
pparsons@scgov.net  
(941) 861-0532

9. **Sovereign Immunity.** The parties agree that by execution of this Agreement, no party will be deemed to have waived its statutory defense of sovereign immunity, or increased its limits of liability as set forth in Section 768.28, Florida Statutes. The parties further agree that the County shall not be liable to the City for acts or omissions of OnSolve. This section shall survive termination.

10. **Termination.** This Agreement may be terminated by either party upon providing sixty days written notice to the other prior to the annual renewal of the Service Agreement.

11. **Governing Law.** The validity of this Agreement and of any of its terms and provisions, as well as the rights and duties of the parties hereunder, shall be interpreted and enforced pursuant to and in accordance with the laws of the State of Florida. Any dispute, action or proceeding arising out of or related to this Agreement will be exclusively commenced in the state courts of Sarasota County, Florida, or where proper subject matter jurisdiction exists in the United States District Court for the Middle District of Florida. Each party irrevocably submits and waives any objections to the exclusive personal jurisdiction and venue of such courts, including any objection based on forum non conveniens.

12. **Entire Agreement.** This Agreement sets forth the entire understanding between the parties regarding the CodeRED® Next Emergency Telephone Calling System and no amendment of this Agreement shall be valid unless the same is in writing and signed by the party against whom enforcement of any such amendment is sought.

13. **Severability.** If any part of this Agreement is found invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable the any other provision of this Agreement.
IN WITNESS WHEREOF, the parties have executed this Agreement on the dates indicated below.

BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA

By: [Signature]
Chair
Date: 11-27-18

ATTEST:
KAREN E. RUSHING, Clerk of the
Circuit Court and Ex-Officio Clerk of the
Board of County Commissioners

By: [Signature]
Deputy Clerk

Approved as to form and correctness:

By: [Signature]
County Attorney

CITY OF SARASOTA

By: [Signature]
Mayor

ATTEST:

Pamela M. Nadalini, MBA, CMC City
Auditor and Clerk

Approved as to form and correctness:

By: [Signature]
City Attorney
Appendix 8
Appendix 9
THIRD AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN SARASOTA COUNTY AND THE CITY OF SARASOTA REGARDING TOTAL CONSOLIDATION OF STORMWATER MANAGEMENT

THIS SECOND AMENDMENT TO THE INTERLOCAL AGREEMENT, by and between the City of Sarasota, Florida, a municipal corporation, hereinafter referred to as "CITY," and Sarasota County, a political subdivision of the State of Florida, hereinafter referred to as "COUNTY," dated this 14th day of February, 2000.

WITNESSETH

WHEREAS, CITY and COUNTY entered into an Interlocal Agreement (the "Agreement") on July 28, 1998 by which the CITY and COUNTY agreed to consolidate all stormwater management services within the municipal limits of CITY and the unincorporated area of COUNTY under the control of COUNTY; and

WHEREAS, in that Interlocal Agreement, CITY and COUNTY also agreed that COUNTY would construct Two Lakes Park with such park to be substantially completed on or before September 30, 2002; and

WHEREAS, due to construction and property acquisition delays with the Bahia Vista/Lockwood Ridge Floodplain Reclamation Project, the Agreement was amended on July 25, 2000 to extend the substantial completion date for the Two Lakes Park project to September 30, 2003; and

WHEREAS, due to unexpected weather conditions creating additional delays during final completion of the Bahia Vista/Lockwood Ridge Floodplain Reclamation Project, it is necessary to further extend the substantial completion date for the Two Lakes Park project to September 30, 2004; and

WHEREAS, CITY and COUNTY agree to modify the Interlocal Agreement by amending Section 3 to allow additional time for completion of the Two Lakes Park project.

NOW, THEREFORE, THE PARTIES AGREE TO THE FOLLOWING:

1. Section 3 of the Interlocal Agreement between Sarasota County and the City of Sarasota Regarding Total Consolidation of Stormwater Management is hereby amended as follows, with new language indicated by underlining and deleted language indicated by strikeout:

3. In consideration for CITY entering into this Interlocal Agreement, whereby permitting COUNTY total control over the consolidated Stormwater Environmental Utility, COUNTY covenants to construct the Bahia Vista/Lockwood Ridge Floodplain Reclamation project and include within said project the acquisition, clearing and grading of land, known as Two Lakes Park, for flood plain compensation. The Bahia Vista/Lockwood Ridge Floodplain

Page 1 of 3
Reclamation project shall be funded through future assessments for debt services on all real property located within the Phillippi Creek basin. The Bahia Vista/Lockwood Ridge Floodplain Reclamation construction shall be substantially completed by March 30, 2003. COUNTY covenants to construct park amenities at an estimated cost of $300,000 within Two Lakes Park. COUNTY’s construction of Two Lakes Park shall be substantially completed on or before September 30, 2004. Two Lakes Park shall be constructed without regard to its availability as flood plain compensation and shall be equally funded by CITY and COUNTY parks and recreation impact fees. CITY covenants to assist COUNTY, as necessary pursuant to COUNTY’s park impact fee ordinance, with the development of data and findings to support the use of park and recreation Impact fees collected within CITY and/or within the County for Two Lakes Park.

2. The parties agree that all other terms of the Interlocal Agreement, as previously amended, not modified by this Third Amendment, shall remain in full force and effect.

3. This Third Amendment shall be effective upon approval by the Board of County Commissioners of COUNTY and the City Commission of CITY, the full execution of this Third Amendment by each party, and filing of this Third Amendment with the Sarasota County Clerk of the Circuit Court. The Third Amendment shall also be filed with the City Auditor and Clerk of the City of Sarasota.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK
IN WITNESS WHEREOF, CITY and COUNTY have hereto set their hands and seals on the date and year indicated.

CITY OF SARASOTA, FLORIDA
By, Carolyn J. Mason, Mayor
Lou Ann R. Palmer
Date: January 29, 2004

ATTEST:
Billy E. Robinson
City Auditor and Clerk

Approved as to form and correctness:
Richard J. Taylor, City Attorney

BOARD OF COUNTY COMMISSIONERS
SARASOTA COUNTY, FLORIDA
By:
Shannon Staub, Chair
Date: 2/10/04

ATTEST:
KAREN B. RUSHING, Clerk of the
Circuit Court, Ex-Officio Clerk of
The Board of County Commissioners
Sarasota County, Florida
By: Claudia L. Gondola
Deputy Clerk

Approved as to form and correctness:
Jorge L. Fernandez, County Attorney

Page 3 of 3
THIRD AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN SARASOTA COUNTY AND THE CITY OF SARASOTA REGARDING TOTAL CONSOLIDATION OF STORMWATER MANAGEMENT
SECOND AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN SARASOTA COUNTY AND THE CITY OF SARASOTA REGARDING TOTAL CONSOLIDATION OF STORMWATER MANAGEMENT

THIS SECOND AMENDMENT TO THE INTERLOCAL AGREEMENT, by and between the City of Sarasota, Florida, a municipal corporation, hereinafter referred to as "CITY," and Sarasota County, a political subdivision of the State of Florida, hereinafter referred to as "COUNTY," dated this 3rd day of December, 2002.

WITNESSETH

WHEREAS, CITY and COUNTY entered into an Interlocal Agreement (the "Agreement") on July 28, 1998 by which the CITY and COUNTY agreed to consolidate all stormwater management services within the municipal limits of CITY and the unincorporated area of COUNTY under the control of COUNTY; and

WHEREAS, in that Interlocal Agreement, CITY and COUNTY also agreed that COUNTY would construct a stormwater project designated as the Bahia Vista/Lockwood Ridge Floodplain Reclamation project (the "Reclamation Project"), with a substantial completion date of September 30, 2000; and

WHEREAS, due to construction and property acquisition delays, the Agreement was amended on July 25, 2002 to extend the substantial completion date for the Reclamation Project to September 30, 2002; and

WHEREAS, due to unanticipated permitting delays and utility conflicts, which have now been resolved, it is necessary to further extend the substantial completion date for the Reclamation Project to March 30, 2003; and

WHEREAS, CITY and COUNTY agree to modify the Interlocal Agreement by amending Section 3 to allow additional time for completion of the Reclamation Project.

NOW, THEREFORE, THE PARTIES AGREE TO THE FOLLOWING:

1. Section 3 of the Interlocal Agreement between Sarasota County and the City of Sarasota Regarding Total Consolidation of Stormwater Management is hereby amended as follows, with new language indicated by underlining and deleted language indicated by strikeout:

3. In consideration for CITY entering into this Interlocal Agreement, whereby permitting COUNTY total control over the consolidated Stormwater Environmental Utility, COUNTY covenants to construct the Bahia Vista/Lockwood Ridge Floodplain Reclamation project and include within said project the acquisition, clearing and grading of land, known as Two Lakes Park, for flood plain compensation. The Bahia Vista/Lockwood Ridge Floodplain Reclamation project shall be funded through future assessments for debt services
on all real property located within the Phillippi Creek basin. The Bahia Vista/Lockwood Ridge Floodplain Reclamation construction shall be substantially completed by March 30, 2003 September 30, 2002. COUNTY covenants to construct park amenities at an estimated cost of $300,000 within Two Lakes Park. COUNTY’s construction of Two Lakes Park shall be substantially completed on or before September 30, 2003. Two Lakes Park shall be constructed without regard to its availability as flood plain compensation and shall be equally funded by CITY and COUNTY parks and recreation impact fees. CITY covenants to assist COUNTY, as necessary pursuant to COUNTY’s park impact fee ordinance, with the development of data and findings to support the use of park and recreation impact fees collected within CITY and/or within the County for Two Lakes Park.

2. The parties agree that all other terms of the Interlocal Agreement, as previously amended, not modified by this Second Amendment, shall remain in full force and effect.

3. This Second Amendment shall be effective upon approval by the Board of County Commissioners of COUNTY and the City Commission of CITY, the full execution of this Second Amendment by each party, and filing of this Second Amendment with the Sarasota County Clerk of the Circuit Court. The Second Amendment shall also be filed with the City Auditor and Clerk of the City of Sarasota.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK
IN WITNESS WHEREOF, CITY and COUNTY have hereto set their hands and seals on the date and year indicated.

CITY OF SARASOTA, FLORIDA
By: Carolyn J. Mason, Mayor
Date: October 28, 2002

ATTEST:
Billy E. Robinson
City Auditor and Clerk

Approved as to form and correctness:
Richard J. Taylor, City Attorney

BOARD OF COUNTY COMMISSIONERS
SARASOTA COUNTY, FLORIDA
By: Nona Patterson, Chair
Date: December 18, 2002

ATTEST:
KAREN E. RUSHING, Clerk of the
Circuit Court, Ex-Officio Clerk of
The Board of County Commissioners
Sarasota County, Florida
By: Deputy Clerk

Approved as to form and correctness:
Jorge L. Fernández, County Attorney

Page 3 of 3
AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN SARASOTA COUNTY AND THE CITY OF SARASOTA REGARDING TOTAL CONSOLIDATION OF STORMWATER MANAGEMENT
AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN SARASOTA COUNTY AND THE CITY OF SARASOTA REGARDING TOTAL CONSOLIDATION OF STORMWATER MANAGEMENT

THIS AMENDMENT TO THE INTERLOCAL AGREEMENT, by and between the City of Sarasota, Florida, a municipal corporation, hereinafter referred to as "CITY," and Sarasota County, a political subdivision of the State of Florida, hereinafter referred to as "COUNTY," dated this 25 day of July, 2000.

WITNESSETH

WHEREAS, CITY and COUNTY entered into an Interlocal Agreement on July 28, 1998 by which the CITY and COUNTY agreed to consolidate all stormwater management services within the municipal limits of CITY and the unincorporated area of COUNTY under the control of COUNTY; and

WHEREAS, in that Interlocal Agreement, CITY and COUNTY also agreed that COUNTY would construct a stormwater project designated as the Bahia Vista/Lockwood Ridge Floodplain Reclamation project and would substantially complete said project by September 30, 2000; and

WHEREAS, CITY and COUNTY also agreed that COUNTY would construct Two Lakes Park with such park to be substantially completed on or before September 30, 2002; and

WHEREAS, COUNTY has experienced delays in construction and completion of the Bahia Vista/Lockwood Ridge Floodplain Reclamation project and the Two Lakes Park project due to reasonable efforts to acquire private property necessary for the projects through negotiation with the property owners; and

WHEREAS, COUNTY has completed preliminary design and engineering for the Bahia Vista/Lockwood Ridge Floodplain Restoration project and Two Lakes Park; and

WHEREAS, COUNTY has obtained ownership of all necessary property for the Bahia Vista/Lockwood Ridge Floodplain Reclamation project, is nearing completion of acquiring the Two Lakes Park property, and anticipates initiation of construction of said projects on or around March, 2001 with substantial completion of said projects on or before September 30, 2002, and September 30, 2003, respectively; and
WHEREAS, COUNTY has obtained long-term financing for the Bahia Vista/Lockwood Ridge Floodplain Reclamation project, as well as other projects within the Phillippi Creek Basin, through the issuance of the Stormwater Utility Revenue Bonds, Series 1999; and

WHEREAS, CITY and COUNTY agree to modify the Interlocal Agreement by amending Section 3 to allow additional time for completion of said projects and to clarify certain terms.

NOW, THEREFORE, the parties agree to the following:

1. Section 3 of the Interlocal Agreement between Sarasota County and the City of Sarasota Regarding Total Consolidation of Stormwater Management is hereby amended as follows, with new language indicated by **underlining** and deleted language indicated by *strikeout*:

3. In consideration for CITY entering into this Interlocal Agreement, thereby permitting COUNTY total control over the consolidated Stormwater Environmental Utility, COUNTY covenants to construct the Bahia Vista/Lockwood Ridge **Floodplain Reclamation** Road–Levee project and include within said project the acquisition, clearing and grading of land, known as Two Lakes Park, for flood plain compensation. The Bahia Vista/Lockwood Ridge **Floodplain Reclamation** Road–Levee project shall be funded through future assessments for debt services on all real property located within the Phillippi Creek basin. The Bahia Vista/Lockwood Ridge **Floodplain Reclamation** Road–Levee construction shall be substantially completed by September 30, 2002. COUNTY covenants to construct park amenities at an estimated cost of $300,000 within Two Lakes Park. COUNTY's construction of Two Lakes Park shall be substantially completed on or before September 30, 2003. Two Lakes Park shall be constructed without regard to its availability as flood plain compensation and shall be equally funded by CITY and COUNTY parks and recreation impact fees. CITY covenants to assist COUNTY, as necessary pursuant to CITY's COUNTY's park impact fee ordinance, with the development of data and findings to support the use of park and recreation impact fees collected within CITY and/or within the County for Two Lakes Park.

2. The parties agree that all other terms of the Interlocal Agreement remain in full force and effect.

3. This Amendment shall be effective upon approval by the Board of County Commissioners of COUNTY and the City Commission of CITY, the full execution of this Amendment by each party, and filing of this Amendment with the Sarasota County Clerk of the Circuit Court. This Amendment shall also be filed with the City Auditor and Clerk of the City of Sarasota.

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AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN SARASOTA COUNTY AND THE CITY OF SARASOTA REGARDING TOTAL CONSOLIDATION OF STORMWATER MANAGEMENT
IN WITNESS WHEREOF, CITY and COUNTY have hereto set their hands and seals on the date and year indicated.

CITY OF SARASOTA, FLORIDA

By: 
Gene M. Pillot, Mayor

Date: September 15, 2000

ATTEST:

Billy B. Robinson
City Auditor and Clerk

Approved as to form and correctness:

Richard J. Taylor, City Attorney

BOARD OF COUNTY COMMISSIONERS
OF SARASOTA COUNTY, FLORIDA

By: 
Raymond Pilion, Chair

Date: 7-25-00

ATTEST:

KAREN E. RUSHING, Clerk of the
Circuit Court, Ex-Officio Clerk of
The Board of County Commissioners
Sarasota County, Florida

By: 
Deputy Clerk

Approved as to form and correctness:

Jorge L. Fernández, County Attorney


BILLY E. ROBINSON
CITY AUDITOR AND CLERK OF THE CITY
OF SARASOTA, FLORIDA

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AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN SARASOTA COUNTY AND THE
CITY OF SARASOTA REGARDING TOTAL CONSOLIDATION OF STORMWATER MANAGEMENT
INTERLOCAL AGREEMENT BETWEEN SARASOTA COUNTY AND THE CITY OF SARASOTA REGARDING TOTAL CONSOLIDATION OF STORMWATER MANAGEMENT

THIS INTERLOCAL AGREEMENT, by and between the City of Sarasota, Florida, a municipal corporation, hereinafter referred to as "CITY," and Sarasota County, a political subdivision of the State of Florida, hereinafter referred to as "COUNTY," dated this 28th day of July, 1998.

WITNESSETH

WHEREAS, CITY and COUNTY entered into an Interlocal Agreement dated September 25, 1990 by which CITY and COUNTY jointly managed stormwater within the municipal limits of CITY and within the unincorporated area of COUNTY through the Stormwater Environmental Utility; and

WHEREAS, CITY and COUNTY have determined that, in lieu of joint stormwater management, all stormwater management services should be consolidated under the control of COUNTY.

NOW, THEREFORE, THE PARTIES AGREE TO THE FOLLOWING:

1. The purpose of this Interlocal Agreement is to provide for the total consolidation between CITY and COUNTY of all stormwater management within the municipal limits of CITY and the unincorporated area of COUNTY. All stormwater management shall be under the total and complete control of COUNTY. All Stormwater Management shall be provided by COUNTY essentially the same within the municipal limits of CITY as in the unincorporated area of COUNTY. Stormwater Management, for the purposes of this Agreement, shall include, but is not limited to, each of the following:

   (A) basin master planning, addressing the facilities, programs, and management necessary for comprehensive control, treatment, and use of stormwater in any specified drainage basin located wholly or partially within the municipal limits of CITY;

   (B) all capital improvements which are non-routine activities necessary to improve the operation of the stormwater system as necessary for collection, conveyance, storage, and treatment of stormwater run-off in any specified drainage basin located wholly or partially...
within the municipal limits of CITY. In the event that construction of such capital improvements results in damage to a road surface, repair of such road surface to the conditions that existed prior to such damage shall be performed by COUNTY. The COUNTY'S capital improvement responsibilities shall include, but are not limited to:

(1) easement acquisition and/or research;

(2) design, construction administration, and other necessary services for Stormwater Management projects, including such projects that may be funded, either wholly or partially, by the Florida Department of Transportation.

(C) all maintenance services regarding operating and maintaining the capital improvements for Stormwater Management, including extraordinary maintenance and routine preventative scheduled activities that are conducted to minimize the impact of rainfall and provide a drainage system which allows continuous and unimpeded conveyance of all stormwater runoff within the unincorporated area of COUNTY or the municipal limits of CITY. In the event that repair and maintenance service results in damage to a road surface, repair of such road surface to the conditions that existed prior to such damage shall be performed by COUNTY. In the event any such maintenance services require underground work to be conducted within public rights-of-way located in the municipal limits of CITY, COUNTY shall, at no cost, obtain a right-of-way use permit from CITY in advance of conducting such maintenance services;

(D) all repair services which are non-routine immediate activities necessary to sustain the operation of the stormwater system, as necessary for collection, conveyance, storage, and treatment of all stormwater run-off within the unincorporated area of COUNTY or the municipal limits of CITY. Repair services shall include all emergency infrastructure replacement. In the event that such repair services results in damage to the road surface,
repair of such road surface to the conditions that existed prior to such damage shall be performed by COUNTY. In the event any such non-emergency repair services require underground work to be conducted within public rights-of-way located in the municipal limits of CITY, COUNTY shall obtain a right-of-way use permit, at no cost, from CITY in advance of conducting such maintenance services;

(E) all utility-wide operations regarding the unincorporated area of COUNTY or the municipal limits of CITY which shall include:

1. general management and administration;
2. general system engineering;
3. plan review and inspections through project completion shall be accomplished by having a CITY employee or agent perform these functions and be reimbursed by COUNTY;
4. basin planning;
5. capital improvement plan development; and
6. legal and other consultant services.

(F) all customer and operations services which may be necessary in order to implement any of the Stormwater Management services to be conducted by COUNTY pursuant to this Interlocal Agreement. Customer and operations services shall include the timely handling and responding to all citizen inquiries, public questions, comments, and concerns.

2. N.P.D.E.S. Permit Compliance.

(A) COUNTY, as the Stormwater Management entity for CITY, shall assume all responsibilities as indicated by the National Pollutant Discharge Elimination System (hereinafter N.P.D.E.S.) Permit Stormwater Management Plan (S.W.M.P.) within the scope
of Stormwater Management. The scope of N.P.D.E.S. responsibilities as provided by the Stormwater Environmental Utility shall be essentially the same within the municipal limits of CITY as in the unincorporated area of COUNTY.

(B) Monitoring, being a component of Stormwater Management, shall be accomplished by the COUNTY for the CITY per the requirements of the Stormwater Management Plan (S.W.M.P.) within the N.P.D.E.S. permit requirements.

(C) As the Stormwater Management entity for CITY, COUNTY shall provide the pertinent maintenance, inspection, and monitoring information to CITY on a timely basis, as set forth in the N.P.D.E.S. permit annual report.

(D) COUNTY, as the entity controlling the stormwater system, shall be responsible for generation of the annual report.

(E) CITY shall provide all information pertinent to N.P.D.E.S. permit compliance on a timely basis as needed for the N.P.D.E.S. permit annual report.

(F) In consideration for CITY entering into this Interlocal Agreement, thereby permitting COUNTY total control over the consolidated Stormwater Environmental Utility, COUNTY agrees to be responsible to the United States Environmental Protection Agency for all Stormwater Management matters arising out of the N.P.D.E.S. permit. To the extent permitted by law, COUNTY will hold CITY harmless from any Stormwater Management responsibilities to the United States Environmental Protection Agency arising out of any N.P.D.E.S. permit. This indemnification, however, shall not apply to any responsibilities to the United States Environmental Protection Agency which arise out of responsibilities or actions of the CITY. This section will not be deemed to waive any protection of sovereign immunity or §768.28, Florida Statutes, or any other protection from liability afforded by law to COUNTY.
3. In consideration for CITY entering into this Interlocal Agreement, thereby permitting COUNTY total control over the consolidated Stormwater Environmental Utility, COUNTY covenants to construct the Bahia Vista/Lockwood Ridge Road levee project and include within said project the acquisition, clearing and grading of land, known as Two Lakes Park, for flood plain compensation. The Bahia Vista/Lockwood Ridge Road levee project shall be funded through future assessments for debt services on all real property located within the Phillippi Creek basin. The Bahia Vista/Lockwood Ridge Road levee construction shall be substantially completed by September 30, 2000. COUNTY covenants to construct park amenities at an estimated cost of $300,000 within Two Lakes Park. COUNTY’S construction of Two Lakes Park shall be substantially completed on or before September 30, 2002. Two Lakes Park shall be constructed without regard to its availability as flood plain compensation and shall be equally funded by CITY and COUNTY parks and recreation fees. CITY covenants to assist COUNTY, as necessary pursuant to the CITY’S park impact fee ordinance, with the development of findings to support the use of park and recreation impact fees collected within CITY for Two Lakes Park.

4. CITY shall be responsible for reviewing, in compliance with CITY’S development review time schedule, all new development projects within the municipal limits of CITY to assure compliance with any and all applicable CITY stormwater control or management regulations. CITY shall be responsible for review and inspection of, and acceptance of, stormwater facilities built in conjunction with any development within the municipal limits of CITY. CITY shall provide necessary personnel to attend, and actively participate in, CITY’S Development Review Committee meetings. CITY shall be reimbursed by COUNTY for the costs incurred providing the services set forth in this section 4, as well as the services set forth in section 1(B)(3), above. This reimbursement shall be made within the first quarter of the fiscal year upon receipt of a CITY invoice in the first month of the fiscal year. The cost of these services shall be the salary and benefits of the one (1) full-time position within the CITY’S Engineering Department responsible for
providing these services. The cost for the fiscal year 1998-1999 shall be $47,500.00. Reasonable annual adjustments shall be made for the cost in future years and will be determined by CITY on or before March 1 of each year. CITY shall notify COUNTY in writing on or before March 1 of each year of the cost figure for the upcoming fiscal year. If requested by COUNTY, with a 30-day advance notice, CITY shall provide to COUNTY a report listing building permits and certificates of occupancy issued in CITY for the specified period. These reports shall be in either hard copy or electronic media format, and shall contain at least the following information:

(A) parcel ID
(B) parcel address
(C) owner’s name and address
(D) total impervious area
(E) total parcel area
(F) number of dwelling units for residential facilities
(G) tax code
(H) State code
(I) permit number and date permit approved.

5. The City Commission of CITY may provide COUNTY advisory comments regarding any Stormwater Environmental Utility projects or services which need to be provided in any specified drainage basin located wholly or partially within the municipal limits of CITY. COUNTY shall in June of each year, present to the City Commission of CITY the current status of the Stormwater Management program. COUNTY shall formally present the CITY’S comments to the Board of County Commissioners for serious consideration prior to the adoption of the annual Stormwater Environmental Utility budget.

6. The City Commission of CITY shall appoint two residents of CITY as members of the COUNTY’S Stormwater Environmental Advisory Committee. COUNTY shall support regular
meetings of the Advisory Committee and encourage the Committee's role in fulfilling its responsibilities as defined in Sarasota County Ordinance No. 94-066, as amended.

7. CITY hereby grants to COUNTY permission to enter upon and use, for the purposes expressed in this Agreement, those rights-of-way and easements upon which stormwater facilities within the municipal limits of CITY are located. This grant of authority, however, is subject to the COUNTY'S obligation to obtain a right-of-way use permit when required pursuant to Section 1(C) or 1(D) of this Agreement.

8. CITY and COUNTY hereby amend section 10 of the September 25, 1990 Interlocal Agreement on Consolidation of Stormwater Management within the City of Sarasota to add the following sentence at the end of the existing section 10.A.: "The parties may, at any time, terminate this Agreement by mutual consent."

9. This Interlocal Agreement shall be effective upon approval by the Board of County Commissioners of COUNTY and the City Commission of CITY, the full execution of the Interlocal Agreement by each party and upon filing of this Agreement with the Sarasota County Clerk of the Circuit Court, in compliance with Section 163.01(11), Florida Statutes (1997). This Agreement shall also be filed with the City Auditor and Clerk of the City of Sarasota. In consideration for the mutual covenants and conditions in this Agreement, CITY and COUNTY hereby terminate the previous Interlocal Agreement dated September 25, 1990. Such termination shall become effective simultaneous with this Agreement becoming effective. This Agreement shall remain in effect so long as stormwater assessments are pledged as a security for the indebtedness of Sarasota County. Either party may terminate this Agreement upon thirty days' written notice to the other party if COUNTY has no outstanding debt for which stormwater assessments have been pledged. This termination provision cannot be exercised by either party before September 30, 1999.

10. Upon the effective date of this Interlocal Agreement, CITY hereby approves COUNTY Ordinance No. 94-066, as amended and as may be amended, and makes a finding that said Ordinance
and Resolutions adopted pursuant to it are not in conflict with any CITY ordinances, resolutions or regulations. CITY specifically authorizes COUNTY to apply said Ordinance, as amended and as may be amended, and any Resolutions adopted pursuant to said Ordinance within the municipal limits of CITY and specifically authorizes COUNTY to assess any real property located within the municipal limits of CITY in accordance with said Ordinance.

11. Notwithstanding anything herein to the contrary, the COUNTY shall have the absolute right to levy Stormwater Improvement Assessments on properties located within the CITY in accordance with the COUNTY’S stormwater assessment methodology. Such right shall not be abridged or contested in any manner as a result of any dispute arising between the parties hereto; provided, however, that the COUNTY acknowledges that the CITY shall be permitted to provide input regarding the advisability of any capital improvement or maintenance project, the cost of such project, and the number of and amount of assessments necessary to fund such project. The parties acknowledge that payment of obligations issued by the COUNTY which are secured by Stormwater Improvement Assessments shall be the paramount purpose of this Interlocal Agreement. This agreement shall supersede any other agreements between the CITY and the COUNTY and any ordinances and resolutions that have been or may be adopted by CITY relating to the calculation, levy and collection of Stormwater Improvement Assessments to the extent that the terms and provisions of any other such agreements, ordinances and resolutions conflict with the terms and provisions of this agreement. The CITY and the COUNTY agree that the holders of any obligations issued by the COUNTY to fund the stormwater improvements which are secured in whole or in part from moneys derived from Stormwater Improvement Assessments shall be beneficiaries hereof and as such holders may enforce the provisions hereof.

12. It is hereby agreed that no modifications, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in the written amendment to this
Agreement and duly executed with the same formality and of equal dignity herewith by CITY and COUNTY.

13. The parties agree that by execution of this Agreement, no party will be deemed to have waived its statutory defense of sovereign immunity, or increased its limits of liability as provided for in Sec. 768.28, Florida Statutes. COUNTY shall hold CITY harmless, and indemnify CITY from COUNTY'S negligent acts or omissions to include the acts or omissions of COUNTY'S employees or agents, with respect to COUNTY'S performance under this Interlocal Agreement. CITY shall hold COUNTY harmless, and indemnify COUNTY from CITY'S negligent acts or omissions, to include the acts or omissions of CITY'S employees or agents, with respect to CITY'S performance under this Interlocal Agreement.

14. CITY represents to COUNTY that the execution and delivery of this Agreement has been duly authorized by appropriate action of the Governing Body of CITY, has been executed and delivered by an authorized official of CITY, and constitutes a legal, valid and binding obligation of CITY. COUNTY represents to CITY that the execution of this Agreement has been duly authorized by all appropriate actions of the Governing Body of COUNTY, has been duly executed and delivered by an authorized official of COUNTY, and constitutes a legal, valid and binding obligation of COUNTY.

IN WITNESS WHEREOF, CITY and COUNTY have hereto set their hands and seals on the date and year indicated.

CITY OF SARASOTA

By:

Jerome Dupree, Mayor

SARASOTA COUNTY, FLORIDA

By:

David Mills, Chairman

Board of County Commissioners
Attest:

Karen E. Rushing
Clerk of the Circuit Court
and Ex-Officio Clerk of the
Board of County Commissioners
of Sarasota County, Florida

By: 
Deputy Clerk

Approved as to form and correctness:

Richard J. Taylor, City Attorney

Approved as to form and correctness:

George L. Fernandez, County Attorney
Appendix 10
City of Sarasota
Incident Command Structure

Agency Administrator

Incident Commander

PIO

Safety Officer

Call Center

Liaison Officer

Police Operations

Utilities/PW Operations

Planning

Logistics

Finance/Admin
City of Sarasota
Incident Command Structure

- Police Operations Section Chief
  - Deputy Police Operations Section Chief
    - Planning Specialist
      - Patrol Operations Branch
      - Security Operations Branch
      - Special Operations Branch
City of Sarasota
Incident Command Structure

Planning Section
Chief

Deputy Planning Section Chief

Situation Unit
Resource Unit
Documentation Unit
Demobilization Unit
City of Sarasota
Incident Command Structure

Logistics Section Chief

Deputy Logistics Section Chief

Service Branch
  - Food Unit
  - Communications Unit

Support Branch
  - Medical Unit
  - Supply Unit
  - Facilities Unit
  - Fleet Support Unit