



# *City of South Pasadena*

7047 SUNSET DRIVE SOUTH  
SOUTH PASADENA, FLORIDA 33707  
PH: (727) 347-4171 FAX: (727) 345-0518  
WWW.MYSOUTHPASADENA.COM

## **AGENDA**

ADMINISTRATIVE WORKSHOP  
SOUTH PASADENA, FLORIDA

TUESDAY, MAY 6, 2025  
FOLLOWING THE AGENDA MEETING  
(APPROXIMATELY 9:05 A.M.)

CALL TO ORDER  
ROLL CALL

### DISCUSSION ITEMS

- Adoption of the 2025 Pinellas County Local Mitigation Strategy
- 2025 Emergency Action Guide

ADJOURN

*Carley Lewis*

---

Carley Lewis, City Clerk

This meeting is open to the public. Ordinances may be inspected by the public in the office of the City Clerk at City Hall from 8:00 a.m. to 4:00 p.m. Monday through Friday with the exception of holidays. Any person who decides to appeal any decision of the City Commission with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

The City of South Pasadena is committed to providing reasonable accommodation for access for the disabled. In accordance with the Americans with Disabilities Act and F.S. 286.26, anyone needing assistance with regard to this meeting should contact the City Clerk's Office in writing at least 48 hours prior to the meeting. For more information or assistance please contact the City Clerk's office at 727-347-4171.

# 2025 Pinellas County Countywide Local Mitigation Strategy Update

## Key Changes since 2020 Plan

The Local Mitigation Strategy is an all-hazards planning document that identifies exposure to natural hazards, vulnerabilities due to those exposures, local capabilities and planning processes that address hazards, and potential funding and projects that can reduce the exposure or consequences from those hazards. The development and adoption of a Local Mitigation Strategy is a requirement of eligibility for certain Federal disaster funding programs and for compliance with requirements of the Florida Division of Emergency Management (FDEM). In Pinellas County, staff from Unincorporated County spearhead the annual and 5-year update processes, with participation from all local governments and some non-governmental organizations.

The 2025 update provided a reassessment of these exposures and vulnerabilities, governmental capability assessments, new disaster prevention funding programs, and new requirements from federal statutes that were addressed in alignment with additional guidance provided by FDEM. As noted in the document, the devastating hurricanes of 2024 occurred after data was compiled for the study and their impacts will be incorporated into future updates of the plan. The itemized changes between the 2020 and 2025 plan are listed below:

### Section 1: Introduction

- Update of the County profile (socio-economic data, land use, social vulnerability, etc.).
- Update of risk assessment introduction to include reference to Pinellas County's *Sea Level Rise & Storm Surge Vulnerability Assessment* funded through the RESTORE Act.

### Section 2: Planning Process and Plan Maintenance

- Updates to elements of the 10-Step Planning Process (compliant for communities using the LMS for credit under the Community Rating System [CRS]).
- Public Information Meeting 1 (Introduction to Planning Process): April 15, 2024; Lealman Exchange Community Center
- Public Information Meeting 2 (Input on Draft Plan): October 17, 2024; Virtual Meeting

### Section 3: Mitigation Strategy

- Revisions to goals and objectives based on facilitated planning sessions. Most changes were minor language revisions to emphasize collaborative approaches where applicable, reduce impacts to disproportionately affected populations, and the addition of objectives focused on better flood protection methods and education.
- Capability assessments updated for every community, including additional floodplain management criteria as part of new federal planning requirements.
- Updated mitigation project lists (included as Appendix D).

### Section 4: Risk Assessment

- Updated to maps, tables, and assessments for all natural hazards:
  - Flood
  - Tropical Cyclones
  - Severe Storms
  - Wildfire
  - Erosion
  - Drought
  - Extreme Heat
  - Geological
  - Winter Storm
  - Seismic
  - Tsunami
  - Red Tide

- Updates to narratives and qualitative data associated with technological and human-caused hazards:
  - Transportation Incident
  - Cyber Incident
  - Hazardous Materials Incident
  - Space Weather Incident
  - Radiological Incident
  - Terrorism
  - Agricultural Disruption
  - Biological Incident
  - Mass Migration Incident
  - Civil Disturbance Incident

## Section 5: Potential Funding Sources

- Update of federal, state, and local funding sources that could be utilized in support of hazard mitigation projects.

### Appendices:

- **Appendix A – Planning Process Documentation:** New documentation for activities associated with the planning process to include meeting agendas, minutes, and outreach.
- **Appendix B – Floodplain Management:** New appendix that summarizes floodplain management activities for each jurisdiction. The appendix was added to meet new plan requirements and serves as a compliment to Section 3 – Mitigation Strategy.
- **Appendix C – CRS 610 Flood Warning:** Update to include the most recent procedures that are also within the County’s Comprehensive Emergency Management Plan (CEMP).
- **Appendix D – Mitigation Initiatives:** Updated list of potential projects (and completed projects list) for hazard mitigation activities (approximately \$2B in potential projects).
- **Appendix E – FL Review Tool:** Crosswalk of required plan elements to their location in the plan for use by FDEM and FEMA staff reviewing the plan.
- **Appendix F – Plan Adoption:** Inclusion of FDEM’s Approval Pending Adoption (APA) letter. This section will be further updated as communities locally adopt the plan update.
- **Appendix G – Plan Maintenance:** Inclusion of the most recent annual update provided to FDEM.
- **Appendix H – Program for Public Information (PPI):** Inclusion of the latest PPI for credit under the CRS program.
- **Appendix I – Repetitive Loss Area Analysis (RLAA):** Inclusion of the County’s most recent RLAA for credit under the CRS program.
- **Appendix J – LMS Procedures:** This is a new appendix to help with orientation for new members and to guide participation in the LMS Working Group (LMWWG). This item will be updated as needed by the LMSWG.
- **Appendix K – Vulnerability Assessment:** This is a new appendix to identify the many vulnerability assessment grants that local governments are going through via the Florida Department of Environmental Protection’s (FDEP’s) Resilient Florida program. Pinellas County and its municipalities have been awarded \$118M to date across 34 projects, with 16 of those being planning grants and 18 being implementation grants. Those grants focus on planning and implementation activities for future flooding as opposed to the LMS which has an all-hazards planning focus.



STATE OF FLORIDA

# DIVISION OF EMERGENCY MANAGEMENT

Ron DeSantis  
Governor

Kevin Guthrie  
Executive Director

February 7, 2025

Cathie Perkins, Director  
Pinellas County Emergency Management  
10750 Ulmerton Rd, Bldg. 1, Ste 267  
Largo, FL 33778

Re: Pinellas County Local Hazard Mitigation Plan Approved Pending Adoption

Dear Director Perkins,

This is to confirm that we have completed a State review of the Pinellas County Local Mitigation Strategy (LMS) update for compliance with the federal hazard mitigation planning standards contained in 44 CFR 201.6(b)-(d). Based on our review and comments, Pinellas County developed and submitted all the necessary plan revisions, and our staff has reviewed and approved these revisions. We have determined that the Pinellas County LMS plan is compliant with federal standards, subject to formal community adoption, for the jurisdictions below:

Town of Belleair	City of Pinellas Park
City of Belleair Beach	Town of Redington Beach
City of Belleair Bluffs	Town of Redington Shores
Town of Belleair Shore	City of Safety Harbor
City of Clearwater	City of St. Petersburg
City of Dunedin	City of St. Pete Beach
City of Gulfport	City of Seminole
City of Indian Rocks Beach	City of South Pasadena
Town of Indian Shores	City of Tarpon Springs
Town of Kenneth City	City of Treasure Island
City of Largo	Pinellas County, Unincorporated
City of Madeira Beach	
Town of North Redington Beach	
City of Oldsmar	

Upon submittal of a copy of all participating jurisdictions' documentation of their adoption resolutions to our office, we will send all necessary documentation to the Federal Emergency Management Agency (FEMA) who will issue formal approval of the Pinellas County LMS.

If you have any questions regarding this matter, please contact your LMS Liaison Mitchell Budihas at [Mitchell.Budihas@em.myflorida.com](mailto:Mitchell.Budihas@em.myflorida.com) or 850-524-4195.

Respectfully,

Kristin Lentz

Digitally signed by Kristin  
Lentz  
Date: 2025.02.18  
13:22:52 -05'00'

Laura Dhuwe,  
Bureau Chief, Mitigation  
State Hazard Mitigation Officer

LD/mb

Attachments: MEMORADUM: State approval of LMS plans under Program Administration by States (PAS)

cc: FEMA Region IV, Mitigation Division – Risk Analysis Branch



# Pinellas County 2025 Local Mitigation Strategy

## Executive Summary

### Introduction

Under Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) enacted under the Disaster Mitigation Act of 2000 (DMA2K), Pinellas County is required to have a Federal Emergency Management Agency (FEMA)-approved hazard mitigation plan in order to be eligible for federal hazard mitigation funding. The purpose of the Hazard Mitigation Plan, more commonly called the Local Mitigation Strategy (LMS) in Florida communities, is to reduce death, injuries, and property losses caused by natural hazards in Pinellas County. The 2025 Plan identifies hazards based on the history of disasters within the county and lists goals, objectives, strategies, and actions for reducing future losses. Implementation of planned, pre-identified, and cost-effective mitigation measures not only helps to reduce losses to lives, property, and the environment but it also streamlines the disaster recovery process. This is a 5-year update of the countywide LMS that was last approved in May of 2020. While the document may refer to specific historical events for context, the plan update focuses on changes to the communities and their vulnerabilities over the last 5 years and provides an update to capabilities, programs, and actions that the participants intend to utilize to reduce exposure or consequences from the identified hazards. Hazard mitigation is most effective when based on an inclusive, comprehensive, long-term plan that is developed before a disaster occurs.

The LMS serves several purposes; including providing an explanation of how Pinellas County and its 24 municipalities identify strategies to implement an effective, comprehensive countywide Local Mitigation Strategy. The local jurisdictions participating in this plan include the Unincorporated County and all its municipalities:

- Pinellas County (Unincorporated)
- Town of Belleair
- City of Belleair Beach
- City of Belleair Bluffs
- Town of Belleair Shore
- City of Clearwater
- City of Dunedin
- City of Gulfport
- City of Indian Rocks Beach
- Town of Indian Shores
- City of Kenneth City

- City of Largo
- City of Madeira Beach
- Town of North Redington Beach
- City of Oldsmar
- City of Pinellas Park
- Town of Redington Beach
- Town of Redington Shores
- City of Safety Harbor
- City of St. Pete Beach
- City of St. Petersburg
- City of Seminole
- City of South Pasadena
- City of Tarpon Springs
- City of Treasure Island

Additionally, special districts that participate in the plan are eligible for funding provided that they comply with procedures of the working group and supply a letter from their organization in lieu of the formal adoption process used by local government participants. The full list of participating entities is documented within Table 2.2 of the plan.

The 2025 Plan is coordinated through appropriate state, local, and regional agencies, as well as non-governmental interest groups. This plan, and its future revisions, will provide guidance in merging the planning efforts of all local governments, the private sector, and non-profit organizations within Pinellas County into one viable, comprehensive, mitigation program.

The scope of the LMS is broad. The plan explains the way in which the communities implement mitigation activities within the county in coordination with local agencies. Additionally, as required by statute, the Risk Assessment portion of the LMS identifies natural hazards, as well as technological and human-caused hazards. The Risk Assessment portion analyzes vulnerability of the County in countywide terms as well as results and capabilities at the municipal level.

The purpose of the 2025 LMS is to:

- Reduce risk to people, property, and the critical infrastructure.
- Increase public awareness and education about the plan and the planning process.
- Maintain grant eligibility for participating jurisdictions.
- Update the plan in accordance with Community Rating System (CRS) requirements.
- Maintain compliance with state and federal legislative requirements for local hazard mitigation plans.
- Complete an update of information in the plan to demonstrate progress and reflect current conditions.

Pinellas County is vulnerable to both natural hazards and technological and human-caused hazards, with hurricanes historically inflicting the most catastrophic destruction.

## Planning Process and Maintenance Section

There are 10 primary steps that comprise the LMS planning process. The process defines not only who should be involved, but how the process is going to work, and an understanding of how the process facilitates the production of the final product.

- Step 1: The Planning Organization – The development of a mitigation strategy requires the involvement of representatives from the public, private, and governmental sectors.
- Step 2: Involving the Public – An important component of the mitigation planning process involves public participation.
- Step 3: Coordination – Coordinate activities within the County and to bring back perspectives of their constituency.
- Step 4: Assessing the Hazard – Conduct and maintain a hazard identification and vulnerability assessment.
- Step 5: Assessing the Problem – Quantify the impact of the hazards identified in the previous step on the community.
- Step 6: Goals and Objectives – Revisit goals and objectives and make adjustments as appropriate.
- Step 7: Possible Activities: Mitigation opportunities and Initiatives – Identification of potential mitigation opportunities and initiatives.
- Step 8: An Action Plan – Objectives were identified for each goal to specifically identify action items and are reflected in six categories of mitigation activities.
- Step 9: Adoption of the Strategy – officially adopt the LMS.
- Step 10: Implementation, Evaluation, and Revision – The LMS is intended to be a dynamic document that will be updated regularly.

There are two main working groups responsible for the LMS planning process. The LMS Working Group (WG) consists of representatives of the jurisdictions, private sector, and non-profits as well as any members of the public as all meetings are advertised on the County's website. The Flood Risk and Mitigation Public Information Working Group (FRMPIWG) is a group of public and private stakeholders formed to supplement input into the planning process.

The County's first LMS began its planning process in March of 1998 and took approximately 15 months to complete. The plan was then updated again in 2004, 2009, 2015, and 2020. This is the fifth update of the plan, and the focus of the update was on adding new risk assessments, refining objectives, and refreshing the project list.

The 2025 LMS update began in the spring of 2024 when the County assessed its current plan and assessed it for improvement opportunities. When the plan update began, the LMS WG was presented with results of the assessment for concurrence on a path forward.

During the timeline of the plan update, the County and its jurisdictions included several other groups to supplement input into the planning process. Pinellas is a strong advocate of the National Flood Insurance Program's Community Rating System (CRS) and had a few outreach groups in place to support those activities. A countywide Program for Public Information (PPI) is maintained and updated annually to facilitate consistent messaging across communities and provide tools for jurisdictions with limited resources. This is maintained by a group of public and private

stakeholders that is collectively known as the Flood Risk and Mitigation Public Information Working Group (FRMPIWG). The FRMPIWG uses the following mission statement:

- Increase disaster resiliency across the county through the development and dissemination of public information and educational outreach about identified flood risks, minimization of those risks through mitigation and efficacy of obtaining appropriate flood insurance coverage.
- Ensure attainment of flood insurance savings for residents and businesses within the incorporated and unincorporated areas of the county through effective participation in the Community Rating System.
- Engage and educate community stakeholders to enhance planning efforts by ensuring diverse representation and to provide stakeholders the opportunity to become more knowledgeable in the subject of mitigation and to expand reach while improving their ability to provide improved customer service.
- Develop strategies, concepts and projects for reducing flooding impacts that can become part of the county's Local Mitigation Strategy plan

The FRMPIWG group (typically over 70 participants with representatives from all municipalities) aims to meet at least three times a year (in person or virtually per availability of participants) and communicates via email messaging between meetings. During the 5-year LMS Update process, the progress of the plan update is communicated to FRMPIWG members for comment. Feedback from the FRMPIWG was provided to the LMS WG to be evaluated and included in the LMS update process and the most current PPI is included as an appendix to this plan update.

**After the 2025 LMS Plan Update underwent final revisions, and the plan was completed to the satisfaction of the State Hazard Mitigation Office (SHMO), which reviews the Plan for compliance on behalf of the Federal Emergency Management Agency, the plan was officially adopted by Pinellas County Board of County Commissioners by adoption of a resolution. The 2025 LMS update was approved by the Board of County Commissioners on Month ##, 2025. The plan will be in effect from May 6, 2025, until May 5, 2030. Each jurisdiction within Pinellas County, has also approved and adopted the Plan within their community as identified in Appendix F. (Will be updated at adoption in May 2025)**

## Risk Assessment Section

*It should be noted that the 2025 LMS Update was drafted prior to the devastating and historic flooding and wind damages associated with Hurricanes Helene and Milton that occurred September 26, 2024, and October 9, 2024, respectively. Their impacts to the communities of Pinellas County will be part of future updates to the Plan.*

The risk assessment for Pinellas County was intentionally structured to align with the State of Florida Enhanced State Hazard Mitigation Plan (SHMP) and provides the factual basis for developing a mitigation strategy for the county. This section profiles the natural, human-caused, and technological hazards that could possibly affect Pinellas communities. This risk assessment is used not only for the LMS, but also supports the County's Comprehensive Emergency Management Plan (CEMP). Each natural hazard profile includes a discussion of the geographic areas affected, the historical occurrences in the county, an impact analysis, the probability, and

the vulnerability and loss estimation by county critical facilities, and a discussion of overall vulnerability. Alternatively, the human-caused and technological hazards include similar topics of discussion, but not all aspects are able to be quantified. This is because of the limited data available and the imprecise nature of the human-caused and technological hazards.

The risk assessment identifies 22 hazards based on an examination of past disasters, probability of occurrence, possible impacts, and vulnerability. The hazards include:

### **Natural Hazards**

- Flood
- Tropical cyclones
- Severe Storms
- Wildfire
- Erosion
- Drought
- Extreme Heat
- Geological
- Winter Storm
- Seismic
- Tsunami
- Red Tide

### **Technological Hazards**

- Transportation Incident
- Cyber Incident
- Hazardous Materials Incident
- Radiological Incident
- Terrorism
- Agricultural Disruption
- Biological Incident
- Mass Migration Incident
- Civil Disturbance Incident

## **Mitigation Strategy Section**

The LMS details goals and objectives for achieving loss reduction in Pinellas County. The six goals are listed below.

1. Become a More Disaster Resilient Community.
2. Minimize Coastal Flooding losses in the CHHA, Coastal Storm Area and Hurricane Vulnerability Zone.
3. Minimize Riverine or Inland Flooding Losses in the 25, 50, and 100-year Flood Zone.
4. Minimize Storm Wind Losses in the County.
5. Minimize Losses from Hazardous Materials Incidents.
6. Minimize Vulnerability to Technological Hazards.

Additional information on the LMS goals and objectives can be found in the mitigation strategy section of the document.

Pinellas County has policies, programs, and capabilities designed to help mitigate the impacts of hazard events. Each community has its own policies, programs, and capabilities that are catalogued within this section of the plan to identify current capacity to implement mitigation functions. These depend on factors such as the size of the geographic area, its population, or the amount of funding available through local resources. Regardless of size or wealth, each community has a unique core set of policies, programs, and capabilities at its disposal related to hazard reduction and mitigation including building codes, land use plans, and regulations, which are discussed in this section. This section also covers items related to participation in the NFIP and the CRS program which incentivizes communities that go beyond minimum floodplain management standards to better protect life and property.

During the 5-year period since the last plan, five of the Pinellas jurisdictions have improved their score such that additional flood insurance premium discounts are available to policyholders. Unincorporated County became a Class 2 community resulting in 40% flood insurance premium reductions for its policyholders. This is the only Class 2 (and highest scoring) community within Florida and one of only eleven communities nationwide to reach this achievement.

## **Potential Funding Sources Section**

The county uses a variety of programs and funds to achieve its mitigation goals, including federal grant programs such as the Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC) grant program, Flood Mitigation Assistance (FMA), and the state grant Hurricane Loss Mitigation Program (HLMP). Various grants and funding programs are discussed throughout this section.

## **Appendices**

Many documents are included with the LMS as appendices. These appendices are referenced throughout the plan and support the plan.

- Appendix A: Planning Process Documentation
- Appendix B: Floodplain Management
- Appendix C: CRS 610
- Appendix D: Mitigation Initiatives
- Appendix E: FL Review Tool
- Appendix F: Plan Adoption
- Appendix G: Plan Maintenance
- Appendix H: Program for Public Information
- Appendix I: Repetitive Loss Area Analysis
- Appendix J: LMS Procedures
- Appendix K: Vulnerability Assessment

## **Please Note:**

If you would like a copy of the full Local Mitigation Strategy Plan draft document, please call Planning at (727) 464-8200 or you can contact them via the County Website using <https://pinellas.gov/public-records/>

Please note, the draft document has been reviewed by the Florida Department of Emergency Management (FDEM). The Plan has been revised based on all comments from the State. FDEM has provided a final "Approved Pending Adoption" letter for Pinellas County's 2025 LMS Plan, stating that LMS Plan is in compliance with Federal Hazard Mitigation Planning standards contained in 44 CFR 201.6(b)-(d).

**South Pasadena Fire Department  
1477 Pasadena Avenue South  
South Pasadena, FL 33707  
(727) 344-1666**

South Pasadena Fire Department

Memorandum

To: Mayor Arthur Penny, City Commission

From: Fire Chief David Mixson

Date: May 1, 2025

Subject: 2025 Emergency Action Guide – Annual Update and Summary

As part of the City's annual preparedness efforts and in alignment with regional and state emergency management protocols, the Emergency Action Guide has been updated for the 2025 Atlantic Hurricane Season. Below is a summary of the key revisions and enhancements included in this year's guide:

- Title & Dates: Document updated to reflect 2025 calendar year and planning cycle.
- Climate Preparedness Enhancements: Added a Heat Wave Response Planning section outlining proactive measures for rising temperatures and vulnerable populations.
- EOC Staffing Structure: Added a new "Tertiary EOC Activation" level to the EOC Staffing Table, reflecting full Fire Department staffing (21) when operating from the alternate location.
- Updated Contact Information & Graphics: Refreshed all web links to federal and county emergency resources. Included updated graphics: NOAA Sea Level Rise Chart and Pinellas Evacuation Zone Map.
- Plan Maintenance: Reinforced annual review requirements, coordination responsibility, and alignment with the Pinellas County Comprehensive Emergency Management Plan (CEMP).

Please let me know if you'd like a formal presentation or additional briefing prior to the start of the 2025 Atlantic Hurricane Season.

Respectfully submitted,  
David Mixson  
Fire Chief

# CITY OF SOUTH PASADENA



## EMERGENCY ACTION GUIDE 2025

## INTRODUCTION

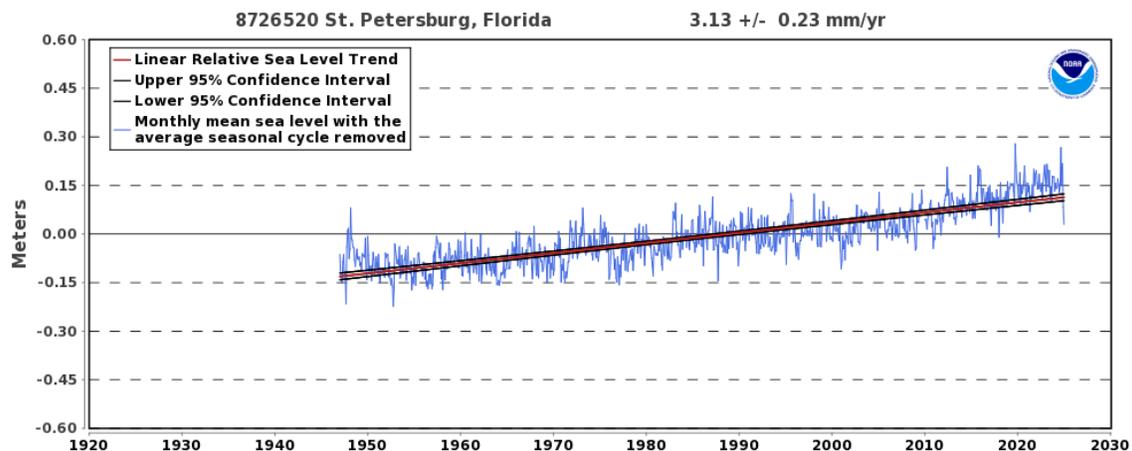
### Purpose

This Emergency Action Guide has been prepared to provide for the safety of the citizens of South Pasadena in times of disaster. Both local and regional contents are designed to provide direction to the user to assure a smooth, organized operation, from the warning or initial stage of an incident, through the recovery phase.

This plan will be reviewed each year and updated as needed to assure accuracy and uniformity with regional guidelines in the Pinellas County Comprehensive Emergency Management Plan (CEMP).

## SITUATION

The National Weather Service has identified the Tampa Bay area, including the City of South Pasadena, as one of the most hurricane-vulnerable areas in the United States, with the potential for large scale loss of life. This vulnerability is a result of numerous factors, including density of population, its location on the shallow waters of Boca Ciega Bay and the high percentage of an elderly population who are often less mobile and require more assistance should an evacuation become necessary.



(accessed at [https://tidesandcurrents.noaa.gov/sltrends/sltrends\\_station.shtml?id=8726520#tab50yr](https://tidesandcurrents.noaa.gov/sltrends/sltrends_station.shtml?id=8726520#tab50yr))

These and other factors will be identified in this plan and this plan will be known as the *South Pasadena Emergency Action Guide*.

## **NATURAL ANALYSIS**

The land area of the City of South Pasadena is six tenths (6/10) of a square mile, bordered on the south by St. Pete Beach, on the west and north by St. Petersburg and the east by an unincorporated area of Pinellas County. This unincorporated area is known as the South Pasadena Fire District. Fire and Emergency Management Services are provided to the South Pasadena Fire District by the City of St. Petersburg.

### **Transportation**

**ROADWAYS** -- South Pasadena has three major roadways leading out of the city. They are:

1. Pasadena Avenue - runs north through the business district to St. Petersburg
2. Gulfport Boulevard - runs east to 22<sup>nd</sup> Avenue South through Gulfport to St. Petersburg and to Interstate I-275
3. Park Street - runs west then north through a residential area to St. Petersburg

Note: All three roads are designated as evacuation routes to either shelters or other thoroughfares out of the region. Pasadena Avenue is also designated as an evacuation route for the City of St. Pete Beach via the Corey Causeway, and some congestion may be experienced during an actual evacuation.

Road Flooding - Sunset Drive South and Oleander Way South flood quickly during heavy rains, especially at high tide since the storm sewers drain into Boca Ciega Bay.

Bus Service - The City does not provide bus service.

Buses for emergency evacuation of pre-registered citizens who do not have their own transportation will be supplied to the South Pasadena Fire Department as identified in the Pinellas County C.E.M.P. Base Plan and Evacuation Annex.

Buses needed for the evacuation of hospitals and nursing homes are addressed in the Pinellas County C.E.M.P. Evacuation and Transportation Annexes and are not part of this guide.

**DEMOGRAPHICS****Information as of March 26, 2025:**

**Elevation:** Elevation ranges from 5 to 11 feet above sea level.

<b>Category</b>	<b>Value</b>
Population	5,324 (2023 Est.)
Median Age	68.4
Mobile Homes	207
Single Family Dwellings	329
Multi-Family Residential Buildings	66

Pre-planning and early evacuation are stressed. Everyone should have a plan in place and should leave the area at the earliest warning given by city/county officials.

Due to our elderly population, it should be anticipated that many of our citizens would require assistance during an evacuation.

- Bus evacuation should be carried out in an orderly and timely fashion.
- Two Fire Department members will be assigned to each bus to provide direction and reassurance.
- Residents are reminded to bring their medications, along with comfort items such as pillows, cell phones, blankets, books, transistor radios, etc.
- Those traveling to shelters in private vehicles are encouraged to take a friend.
- Pinellas County Sheriff's Office (PCSO) personnel will remain in the area as long as possible to provide security and protect property.

## **GENERAL**

In order to minimize loss of life, human suffering and damage to public and private property, local government and other agencies with response and disaster planning responsibilities must have a complete knowledge of the types of hazards which could affect South Pasadena. A “Hazard Vulnerability Analysis” has been created and is a necessary component in the development of comprehensive emergency management plans and procedures. This tool is used to identify hazards that require organized emergency management activities in order that priorities of action can be established.

## **HAZARDS**

◆ **Extreme Heat** Extreme heat events have become more frequent across Florida, including in Pinellas County. Extended periods of high temperatures, especially when combined with high humidity, increase the risk of heat-related illnesses, particularly for vulnerable populations like seniors. South Pasadena’s older demographic and limited access to shaded or air-conditioned public spaces heighten this vulnerability. While property damage is minimal, human health impacts can be severe without proper preparation and outreach.

◆ **Hurricane** Historically, hurricanes are the natural disasters that pose the greatest threat to Pinellas County. The last major hurricane to make landfall in Pinellas County was in October of 1921. Prior to that, the Tampa Bay region was impacted by two Category 3 hurricanes in September and October of 1848. However, the Tampa Bay area is frequently affected by hurricanes which do not make landfall directly in Pinellas County, but come close enough to affect the region substantially. This has occurred with six hurricanes within the last 30 years: Hurricane Elena, Hurricane Erin, Hurricane Opal, Hurricane Earl, Hurricane Georges, and Hurricane Irma causing wind damage, beach erosion, local flooding, etc. Since the potential impact is so great, hurricane preparedness, response, recovery and mitigation activities are given the highest priority.

◆ **Tropical Storms** Tropical storms are lesser threats than hurricanes. However, the potential for property damage and loss of life does exist. The vulnerability of South Pasadena as a low-lying area on Boca Ciega Bay requires a planned and coordinated response to supplement hurricane evacuation plans.

◆ **Tornadoes** Tornadoes occur in the Tampa Bay region more frequently than in any other part of Florida. Tornadoes normally accompany severe thunderstorms that occur during the summer rainy season. However, they are also spawned by winter storms. On average, two tornadoes will touch down in the county each year. Many tornadoes are small, brief and only cause minor damage (F0 tornado). However, significant and severe tornadoes (F2 – F5) do occur. In May of 1978, a significant tornado struck Highpoint Elementary School causing \$4 million in damage and three deaths. In October of 1992, three tornadoes occurred within minutes of each other: An F1 affected Treasure Island, an F2 affected the

Ridgecrest area, and an F3 impacted Pinellas Park. The three touchdowns destroyed 422 homes and were responsible for four deaths in mobile homes.

◆ **Flooding – Rainfall** Fresh water flooding from heavy rain occurs about every 3.3 years. The impact of the flooding is usually limited to a few low-lying roads/intersections and homes. Approximately every ten years, a major event will occur that has a greater impact. In 1979, heavy rains began in May and continued until September. Almost 60 inches of rain fell during this time frame – the most in over fifty years. Following this event, major drainage improvements were implemented. In September of 1988, similar rains caused flooding in far fewer areas, and additional drainage improvements were made. In 1998, the El Niño rains caused significant flooding in surrounding counties, but not in Pinellas.

◆ **Flooding – Coastal** Serious coastal flooding has occurred in Pinellas County three times in the last 30 years. Statistically, the frequency of occurrence of tidal water elevation, based on a study conducted by the Coastal and Oceanographic Engineering Laboratory, is shown below:

#### **Water Level Elevation Above MSL**

- 3 feet or higher: Once in 3–5 years
- 4 feet or higher: Once in 20 years
- 5 feet or higher: Once in 25–30 years
- 6 feet or higher: Once in 30–50 years
- 7 feet or higher: Once in 60–90 years
- 8 feet or higher: Once in 90–100 years

It should be noted that although the statistics indicate a high tide above 5 feet once every 25 to 30 years, there have been two incidents of coastal flooding in the last 30 years caused by a high tide of between 5 and 6 feet. This indicates that Pinellas County might expect severe coastal flooding more frequently than the table indicates. The probability of major coastal flooding is considered to be high.

◆ **Lightning** There is a high probability that lightning strikes will continue to occur in Pinellas County. However, the risk to the population involving injury and death is relatively low. Individual prudence is key to safety during lightning storms.

◆ **Drought** Occurs every few years even after periods of heavy rain. It can become severe if several months pass without significant precipitation. During such droughts, restrictions have been placed on water usage. Based on historical trends, the frequency of drought in Florida is every five to ten years.

When wildland becomes parched, it becomes more susceptible to wildfires. But because South Pasadena is nearly completely built out and has no wildland, we are not susceptible to this problem. The County, including South Pasadena, can be moderately vulnerable to drought. A prolonged drought can result in the need for water rationing.

◆ **Earthquake** Earthquakes occur in every state, but the probability of an earthquake in Pinellas County is very low. Tremors from distant earthquakes have been felt in Florida; but a search of the U.S. Geological Survey Earthquake Data Base shows no record of any earthquake activity within 65 kilometers (40 miles) of South Pasadena.

◆ **Tsunami** A tsunami is a series of ocean waves generated by sudden displacements in the sea floor associated with earthquakes on or near the sea floor. A tsunami wave may come gently ashore or may be a fast-moving wall of water several meters high. Although the risk of tsunami in Pinellas County is considered low, it could cause major damage. The 2010 earthquake in Haiti registered 7.0 on the Richter scale, and created a tsunami wave of over nine feet that hit the beach town of Petit Paradis, Haiti. At least three people were swept out to sea and drowned. The location of the tectonic plates in the Caribbean (as shown on the map below) indicates the vulnerable areas of the Caribbean.



◆ **Freezes** Occur in Pinellas approximately once every 3 years, but the impact is usually minor due to our latitude and the maritime influence of the Gulf of Mexico and Tampa Bay.

◆ **Sinkholes** Although Pinellas County is generally one of the more sinkhole-susceptible counties in the state, the underlying geology of South Pasadena is not conducive to the development of sinkholes.

◆ **Sea Level Rise** Sea level rise (SLR) is occurring and is expected to continue throughout the 21st century. Since 1947, sea level in St. Petersburg has risen nearly a 10th of an inch per year as shown in this chart from NOAA (the National Oceanographic and Atmospheric Administration).

The almost imperceptible amount of yearly change has made this phenomenon difficult to appreciate. Based upon a thorough assessment of scientific data and literature on SLR, the Tampa Bay Climate Science Advisory Panel concludes that the Tampa Bay region may experience SLR somewhere between 6 inches to 2.5 feet in 2050 and between 1 to 7 feet in 2100. (A copy of the report by the Tampa Bay Climate Science Advisory Panel is included as an Appendix.)

Although the rate of sea level rise means that sea level rise is unlikely to be an emergent event, other aspects of sea level rise do create increased likelihood for certain emergent events. Local flooding from heavy rains is one such associated event that can create emergency conditions.

◆ **Climate Change** Although climate change is not well understood, it nevertheless appears to be occurring, whatever its cause. The most significant emergent events associated with climate change include extreme heat events, in which susceptible segments of the population may be affected.

The possible impact of climate change resulting in sea level rise has been discussed above.

As average temperatures around the globe slowly increase, there is a chance corresponding effects on the biosphere can create conditions that are more favorable for increased populations of disease vectors. In more common terms, think: more mosquitoes and other disease-carrying insects and vermin, and so more chance for the spread of infectious diseases and possibly even epidemics.

The aging population across the country will increase one of the segments of the population that is most vulnerable to these events. With our average age in South Pasadena already just slightly above 70 years of age, the changes in demographics will be less dramatic than in other parts of the country. Another aspect of the aging population is the effect of diseases of the elderly, especially dementia, on their ability to cope with emergent events and even to comprehend and comply with precautionary recommendations. According to the Alzheimer's Association, more than 5 million Americans currently have Alzheimer's disease, and "as many as 16 million will have the disease in 2050."

◆ **Hazardous Materials** Although the probability of hazardous material incidents in Pinellas County is considered high, the basic makeup of South Pasadena (residential) reduces the probability for this type of incident. Past Hazardous Materials incidents in the County have involved flammable liquids, flammable gasses, poisonous gas and corrosives.

◆ **Nuclear Attack / Nuclear Accident** The probability of nuclear attack on the United States is not considered likely. This risk of a catastrophic release of radioactive material at the nearest nuclear power plant (in Crystal River) is extremely low. Even if one were to occur, the prevailing winds would tend to blow most of the radioactive isotopes towards the east. Pinellas County is located outside the plant's plume exposure pathway (a 10-mile radius area that might be immediately affected by a release of radioactive material), and outside the ingestion pathway (a 50-mile radius where radionuclides deposited on surfaces might potentially contaminate foods such as milk, fresh vegetables, and water supplies).

#### HAZARD SUMMARY MATRIX

Hazard Type	Frequency	Probability	Property Damage Potential	Countywide Impact
<b>Extreme Heat</b>	Increasing annually	High	Low	Moderate
<b>Hurricane</b>	Every 20–40 years (major)	High	Severe	High
<b>Tropical Storm</b>	Every 3–5 years	High	Moderate	Moderate
<b>Tornado</b>	2 per year (avg.)	High	Localized to Severe	Low to Moderate
<b>Flooding – Rainfall</b>	Every 3.3 years (minor)	Moderate	Localized	Low
<b>Flooding – Coastal</b>	2 major events in 30 years	Moderate	Severe	Moderate to High
<b>Lightning</b>	Frequent (seasonal)	High	Low	Low
<b>Drought</b>	Every 5–10 years	Moderate	Moderate	Moderate
<b>Earthquake</b>	Rare	Very Low	Minimal	Very Low
<b>Tsunami</b>	Extremely Rare	Low	High	Low to Moderate
<b>Freezes</b>	Every 3 years	Moderate	Low	Low
<b>Sinkholes</b>	Rare (locally)	Low	Localized	Low
<b>Sea Level Rise</b>	Ongoing	High	Long-term Infrastructure	Moderate to High
<b>Climate Change</b>	Progressive, ongoing	High	Indirect (health-focused)	High
<b>Hazardous Material</b>	Occasional (countywide)	Moderate	Moderate to Severe	Local to Countywide
<b>Nuclear Incident</b>	Extremely Rare	Very Low	Severe (but unlikely)	Low
<b>Active Assailant</b>	Increasing annually	High	High	Moderate to High

★ *Figure 4. Summary matrix comparing key natural hazards that may impact the City of South Pasadena, based on local history and regional hazard data.*

## **SOUTH PASADENA TERRORISM CONDITIONS**

The old color-coded system indicating the terrorism threat level (known as the Homeland Security Advisory System) has been replaced by the National Terrorism Advisory System. Under the National Terrorism Advisory System (NTAS), there are three levels: Bulletin, Elevated Alert, and Imminent Alert.

<https://www.dhs.gov/national-terrorism-advisory-system>

**Bulletin** – Describes current developments or general trends regarding threats of terrorism.

**Elevated Alert** – Warns of a credible terrorist threat against the United States.

**Imminent Alert** – Warns of a credible specific and impending terrorism threat against the United States.

NTAS advisories – whether they be Alerts or Bulletins – encourage individuals to follow the guidance provided by state and local officials and to report suspicious activity. Where possible and applicable, NTAS advisories will include steps that individuals and communities can take to protect themselves from the threat as well as help detect or prevent an attack before it happens. Individuals should review the information contained in the Alert or Bulletin, and based upon the circumstances, take the recommended precautionary or preparedness measures for themselves and their families.

Individuals should report suspicious activity to local law enforcement authorities. Often, local law enforcement and public safety officials will be best positioned to provide specific details on what indicators to look for and how to report suspicious activity. The “If You See Something, Say Something” campaign across the United States encourages the public and leaders of communities to be vigilant for indicators of potential terroristic activity, and to follow guidelines provided by the advisor and/or state and local officials for information about threats in specific places or for identifying specific types of suspicious activity.

A video explaining the “If You See Something, Say Something” program is available to view online at <http://www.dhs.gov/files/reportincidents/see-something-say-something.shtm>.

And speaking of the Internet, the DHS Heightened Level of Vigilance program also includes a program to promote cybersecurity called “Stop. Think. Connect.” Tips for safer use of the Internet are available from DHS at <http://www.dhs.gov/files/events/stop-think-connect-cyber-tips.shtm>.

While the threat of organized terrorist activity in South Pasadena is very low, isolated incidents of terrorism can be carried out by misguided individuals in almost any location. The best defense against this is a Heightened Level of Vigilance by responsible citizens (see description above).

**ACTIVE ASSAILANT INCIDENT** - An Active Assailant Incident occurs when one or more persons are actively engaged in killing or attempting to kill people in a populated area. While these events often involve firearms, the term "active assailant" also includes attacks involving knives, vehicles, or other weapons. These incidents are unpredictable and evolve quickly, requiring swift and coordinated response by both law enforcement and civilians.

According to the FBI's most recent data, 252 active assailant incidents occurred in the U.S. between 2018 and 2022. In 2022 alone, 50 active assailant incidents resulted in 313 casualties (100 killed and 213 wounded), with nearly half of incidents occurring in open spaces or areas of commerce. Most attackers acted alone, and incidents often ended before police arrived on scene.

Key findings from recent FBI analyses include:

- A continued increase in active assailant incidents in recent years.
- Most attacks involved a single assailant.
- Incidents are increasingly occurring in areas of commerce, education, and open public spaces.
- In many cases, assailants had a known connection to the location or victims.
- A majority of incidents ended before police intervention, highlighting the importance of situational awareness and preparedness.

The nature of these incidents underscores the importance of personal readiness and facility-specific planning. Training for civilians often includes the "Run. Hide. Fight." strategy recommended by the U.S. Department of Homeland Security.

For additional guidance, visit: <https://www.dhs.gov/active-shooter-preparedness>

### **The Best Option – Run**

The best option in an active assailant incident is to flee the premises and remove yourself from the assailant's path if possible. There are a few precautions you should take if, after assessing the situation, you determine you can safely evacuate. You should:

- Have an escape route and plan in mind.
- Leave your personal belongings behind.
- Evacuate regardless of whether others agree to follow.
- If possible, assist other able-bodied people in fleeing.
- Do not attempt to move or evacuate the wounded.
- Prevent others from entering an area where the assailant may be.
- Call 911 when you are safe.
- Keep your hands visible and your fingers spread.
- Comply with all law enforcement requests.

### **Next Best Option – Hide**

If you are unable to safely evacuate, the next best option is to hide, avoid detection, and wait for law enforcement to arrive. While hiding is not as effective as evacuation, it can usually keep you safe long enough for law enforcement to arrive. To ensure your hiding spot is as safe as possible please consider the following recommendations:

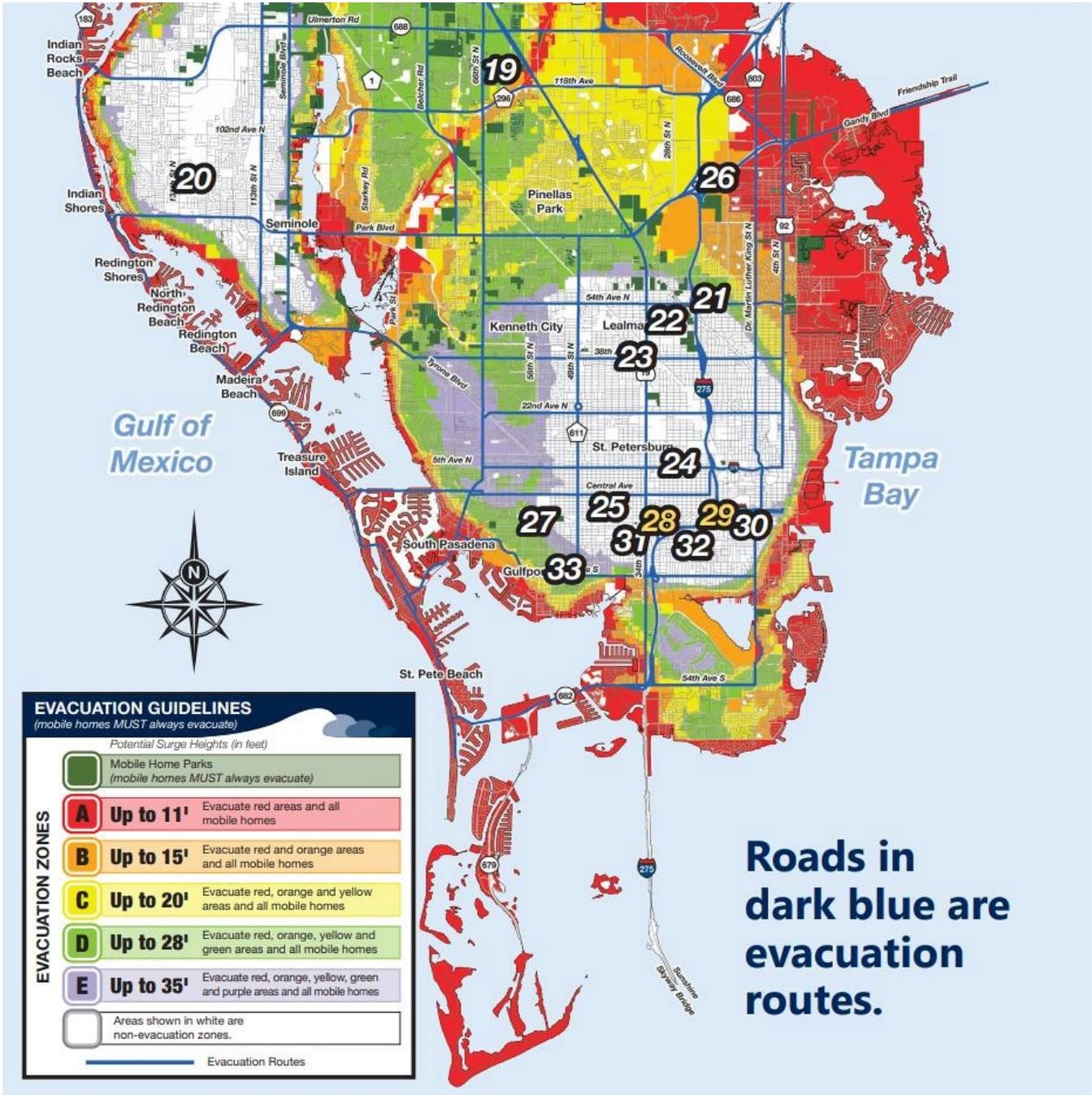
- Hide in an area out of the assailant's view.
- Lock the door or block entry to your hiding place.
- Silence your cell phone (including vibrate mode) and any other devices.
- Remain silent and still.
- Stay away from any windows.
- Do not leave your hiding place until you are absolutely certain law enforcement has arrived and it is safe to do so.

### **Last Resort – Fight Back**

If you are unable to safely run or hide, your only option may be to fight back. This should be considered an extreme last resort, but if attacking the assailant is your only option, consider the following:

- Fight as a last resort, and only when your life is in imminent danger.
- Attempt to incapacitate the assailant.
- Act quickly and with as much physical aggression as possible.
- Improvise weapons or throw items at the assailant.
- Commit to your actions... your life depends on it.

### South Pinellas County Evacuation Zones



## **RESPONSIBILITIES**

### **City Disaster Committee:**

The Department Heads of the City of South Pasadena shall serve as the Disaster Committee. The Disaster Committee is charged with reviewing and recommending updates to the *Emergency Action Guide* and carrying out the emergency duties as described in the guide.

### **City Commission:**

Formulates policy for conducting emergency operations and adoption of the necessary ordinances and resolutions to implement the plan.

### **All Department Heads:**

Notify the Fire Chief/Incident Commander of any situation that threatens the public. Furnish their home telephone numbers and that of their alternates to the Fire Chief/Incident Commander and maintain a list of home telephone numbers of all personnel for notification to report for duty, if required, during disaster operations. Maintain a resource list for equipment, supplies and personnel that may be needed during disaster operations. Upon activation, report to the Emergency Operations Center (EOC). Maintain accurate records of all personnel, supplies, and equipment used in disaster operations.

### **All Departments – General Responsibilities:**

Personnel will report for duty during disaster operations as directed by the Department Head. Personnel will be recalled to duty based upon the type and severity of the emergency. During a Hurricane Watch, all personnel will make themselves available for duty. Personnel will be permitted to make arrangements for the safety of their families prior to reporting for duty. Any personnel not advised otherwise shall automatically report for duty upon issuance for a Hurricane Warning.

Certain non-emergency response staff will be sent home to safety. This will be at the sole discretion of the Incident Commander.

All departments will identify designated items for removal; assist in the coordination of removal and loading of designated items to be transferred to a safe area; store small items in a waterproof container and put these containers in a designated safe area.

### **Documentation:**

Upon activation of the EOC, all Departments shall begin to fully document all activities related to the disaster, including, but not limited to, personnel assigned, time involved, supplies and equipment used and any outside assistance used. Personnel costs include all regular and overtime hours and benefits paid during the disaster operation.

When and if a disaster declaration is made, costs related to the operation may be eligible for full or partial reimbursement by the Federal Emergency Management Agency (FEMA) and State of Florida Department of Community Affairs. To achieve

successful reimbursement results, providers need to document all expenses using the standardized forms.

**Fire Chief/Incident Commander:**

Must notify Commissioners and Department Heads of disaster situation. Maintains communications with Pinellas County Emergency Management and provides information for Commissioners and Department Heads. Serves as Incident Commander during a State of Local Emergency and represents the City and the Fire District on the Pinellas County Response Operations Coordination (ROC) Group. Provides updated information to maintain a current and workable plan for emergency operations of the City of South Pasadena. Coordinates Initial Damage Assessment (Windshield Survey) following a disaster.

**Deputy Fire Chief:**

Normally, the Deputy Fire Chief (DC) oversees the operational aspects of storm preparation activities and assists the Fire Chief as appropriate. When the Fire Chief is unavailable, the DC fulfills the duties of the Fire Chief as Incident Commander.

**Fire Department:**

Respond to fire and emergency medical calls, hazardous material incidents, accidents, tornado touch-downs, explosions, flooding or any hazardous conditions that result, or may result, in injury or loss of life or damage to property. Assist in public notification of evacuation order and assist invalids and disabled persons to safety. Establish command post for Fire Department coordination and communications during major disasters. Conduct "Size-Up" immediately after damage event as soon as conditions permit.

**Pinellas County Sheriff's Office:**

Provide law enforcement, traffic and crowd control, restrict access and provide security to designated disaster area(s). Assist in public notification of evacuation order and establish traffic control points to aid in orderly evacuation and return of evacuees.

**Finance Department:**

Provide procedure for emergency acquisition for necessary equipment and supplies for disaster operations. Acquire \$20,000 cash prior to June 1<sup>st</sup> each year which will be re-deposited December 1<sup>st</sup>. Maintain accurate records of expenditures incurred during disaster operations. Provide personnel to maintain telephone communications in City Hall as directed by the EOC.

**Community Improvement Department:**

Assist in the relocation of items from their department to a safe location. Maintain record of activity and communicate with the EOC. Provide information to the public as directed by the EOC. The Building Official will inspect buildings for structural stability, coordinate the Initial Damage Assessment (IDA) to Include Residential Damage Assessment (IA) and Infrastructure Damage Assessment (PA) according to the Pinellas County Damage Assessment Standard Operating Guide (See Appendices). Following a disaster and based upon the results of the Initial Damage

Assessment, Community Improvement may be called upon to coordinate the Joint Preliminary Damage Assessment (JPDA) in conjunction with the Pinellas County Emergency Management to verify initial assessments and to determine whether or not State and Federal assistance is required.

**Administration Department:**

Provide for safe storage of documents and equipment. Provide for protection of personnel records and documents. Assign personnel to the telephones to provide information to the public as directed by the EOC. Maintain record of activity. Document any requests for assistance and refer them to the EOC.

**Public Works Department:**

Secure loose equipment that can become a hazard. Assist other departments in relocating documents and equipment to a predetermined safe area or areas. Maintain records of activity. Assist Fire Department in moving necessary equipment to the Alternate EOC. Secure lift stations, and utilities at City Hall and the City Hall Annex. Assist in the evacuation of the City as directed by the EOC. Provide personnel, vehicles and equipment for debris clearance, barricade impassable streets, and secure areas declared dangerous. Identify hazards and report to the EOC. The Public Works Director shall coordinate resources with the Fire Department so that “Size-Up” activities may be completed immediately post disaster as soon as conditions permit.

**Damage Assessment:**

Damage Assessment is divided into three segments, based on the purpose of the assessment and the severity of the event. All three segments may not be required for every impact. These segments are Size-Up, Initial Damage Assessment (IDA), and Joint Preliminary Damage Assessment (JPDA). All Damage Assessment activity will be conducted in teams of at least two individuals. No Damage Assessment activity will be conducted alone.

- A. Size up – Initial determination of the location and degree of damage, so an appropriate response can be initiated and a determination can be made for additional DA activities: Size-up also feeds overall Situational Awareness (SA) and Common Operating Picture (COP). The Fire Department is responsible for collecting and reporting Size-Up information as soon as possible when it is safe to do so. Ideally, the Size-Up will be completed within the first 24 hours post impact. The Fire Department will use the Storm Impressions application, on fire vehicle Mobile Data Terminals (MDT’s), to assess, collect, and communicate Size-Up information directly to the Pinellas County EOC.
  
- B. Initial Damage Assessment (IDA) – Separate components that run in parallel, at the same time. Assess Residential Damages (IA) will be used confirm assistance to individuals. Assess Operating Costs/Infrastructure Damages Assessment (PA) will be used to track, assess, capture and report estimates of the cost of emergency (PA Categories A-B) and non-

emergency (PA Categories C-G) operating costs and infrastructure damages related to a disaster impact and response. Initial Damage Assessment (IDA) will commence as directed by the Emergency Operations Center (EOC), when areas are safely assessable, and if response and recovery operations allow. The Community Improvement Department will conduct the Initial Damage Assessment utilizing the ESRI Collector application. Initial Damage Assessment (IDA) information will be communicated directly to the Pinellas County Emergency Operations Center (EOC) via the Collector application. Public Works will assist Community Improvement in obtaining safe access to all residential, commercial, and government facilities within the city limits. The City of South Pasadena will coordinate with Community Improvement to update the Initial Damage Assessment Board in WebEOC and will communicate and record vital information directly to the Pinellas County EOC. The Finance Department will begin the process of developing a comprehensive report of estimates of the cost of emergency (PA Categories A-B) and non-emergency (PA Categories C-G) operating cost and infrastructure damages related to disaster impact and response. This report will be submitted to the City of South Pasadena EOC for submittal to Pinellas County Emergency management.

- C. Joint Preliminary Damage Assessment (JPDA) - To verify that County-wide damage meets thresholds or other requirements for State and Federal Individual or Public Assistance. When a JPDA is requested by Pinellas County Emergency Management, the City of South Pasadena EOC will coordinate in advance, as appropriate, with Community Improvement to assign members of the IDA teams to accompany FDEM and FEMA representatives on their visits into the damaged areas as they confirm IDA reporting. JPDA will occur shortly after IDA indicates thresholds may have been met (if applicable), the county has requested a JPDA, and State and Federal teams have arrived. State and Federal teams will complete the appropriate forms with assistance of the County, Municipality, and Agency reporting damage.

## **CITY OF SOUTH PASADENA**

### **EMPLOYEE REPORTING PROCEDURES DURING DISASTER OPERATIONS**

During a Hurricane Watch, all personnel will make themselves available for duty. Personnel will be permitted to make arrangements for the safety of their families and personal property prior to reporting for duty. Personnel should prepare to bring appropriate personal supplies to enable them to effectively perform their duties for at least three days of operations.

Upon issuance of a Hurricane Warning, the Incident Commander will advise Department Heads of any personnel who will be required to report for duty. It will be the responsibility of all City employees to contact their respective Department Heads to find out if they are to return to duty. Personnel will report for duty during disaster operations as directed by the Department Head. Personnel will be recalled to duty based upon the type and severity of the emergency. All personnel advised to report to duty shall be given a specific reporting time.

Personnel will be assigned to duties as outlined in the *Emergency Action Guide* and will not leave their assigned posts unless relieved by the Department Head or by his/her authority.

Certain non-emergency response staff will be sent home to safety prior to the 24-hour notice. This will be at the sole discretion of the Incident Commander.

City personnel who are not required to report to a physical post during a disaster may be assigned remote support roles, where feasible. Employees in these roles should ensure they have access to City systems, remote communication tools, and updated contact information. Department Heads will coordinate remote assignments and provide specific expectations regarding duties, hours of availability, and reporting mechanisms. Remote staff should remain available by phone and email, and check in with their supervisors at assigned intervals or as directed.

## HURRICANE PLAN OVERVIEW

It was previously believed that storm surge could be correlated to the hurricane's wind speed; for example, it was thought that a Category 2 Hurricane would have a storm surge of 7 – 12 feet with a wind speed between 96 – 110 mph. But in 2008 “Hurricane Ike made landfall near the north end of Galveston Island as a Category 2 hurricane. Storm surges of 15-20 feet above normal tide levels occurred along the Bolivar Peninsula of Texas and in much of the Galveston Bay area.”

It is now understood that “(t)he maximum potential storm surge for a particular location depends on a number of different factors. Storm surge is a very complex phenomenon because it is sensitive to the slightest changes in storm intensity, forward speed, size (radius of maximum winds, or RMW), angle of approach to the coast, central pressure (minimal contribution in comparison to the wind), and the shape and characteristics of coastal features such as bays and estuaries.”

Hurricanes are categorized on the Saffir-Simpson Hurricane Wind Scale as follows.

Category	Sustained Winds	Wind Damage	Saffir-Simpson Scale
<b>1</b>	74-95 mph	<p><b>Very dangerous winds will produce some damage:</b> Well-constructed frame homes could have damage to roof, shingles, vinyl siding, gutters. Snapped tree branches. Power outages likely.</p>	
<b>2</b>	96-110 mph	<p><b>Extremely dangerous winds will cause extensive damage:</b> Well-constructed frame homes could sustain major roof and siding damage. Many trees snapped or uprooted. Near-total power loss.</p>	
<b>3</b> (major)	111-129 mph	<p><b>Devastating damage will occur:</b> Well-built framed homes may incur major damage or removal of roof decking and gable ends. Many trees snapped. Electricity and water unavailable for days to weeks.</p>	
<b>4</b> (major)	130-156 mph	<p><b>Catastrophic damage will occur:</b> Well-built framed homes can sustain severe damage, including roof structure and some exterior walls. Most trees snapped. Power outages for weeks or months. Most of the area uninhabitable for weeks or months.</p>	
<b>5</b> (major)	157 mph or higher	<p><b>Catastrophic damage will occur:</b> High percentage of framed homes destroyed, total roof failure and wall collapse. Fallen trees and power poles will isolate residential areas. Power outages will last for weeks or months. Most of the area uninhabitable for weeks or months.</p>	

In 2017, Hurricane Irma only had wind gusts to Category 1 strength in Pinellas County, yet power was out for several days for many residents. Do not underestimate a hurricane or even a tropical storm.

The evacuation guidelines in Pinellas County are:

- Level A**      up to 11 feet above Mean Sea Level & all mobile homes
- Level B**      up to 15 feet above Mean Sea Level & all mobile homes
- Level C**      up to 20 feet above Mean Sea Level & all mobile homes
- Level D**      up to 28 feet above Mean Sea Level & all mobile homes
- Level E**      up to 35 feet above Mean Sea Level & all mobile homes

In the *Pinellas County All-Hazard Guide*, the evacuation zone map indicates that all locations in South Pasadena are in the Level A evacuation zone. Evacuation may be implemented when flooding or storm surge is projected to be 4 feet above Mean Sea Level or greater.

## ELEVATIONS OF CITY BUILDINGS

### **CITY HALL – Evacuation Level A (Red)**

#### **7047 Sunset Dr. S.**

First floor level = 6 feet above MSL

Latitude 27° 27' 21.5994"

Longitude 82° 26' 38.4"

### **FIRE STATION – Evacuation Level A (Red)**

#### **1477 Pasadena Ave. S.**

Street (Pasadena) = 5 feet 2 inches above MSL

Engine room floor = 12 feet 0 inches above MSL

Living Area = 12 feet 0 inches above MSL

Latitude 27°45'15.18"

Longitude 82°44'17.85"

### **CITY HALL ANNEX – Evacuation Level A (Red)**

#### **6940 Hibiscus Ave. S.**

First Floor Level = 6 feet 3 inches above MSL

Latitude 27°45'39"

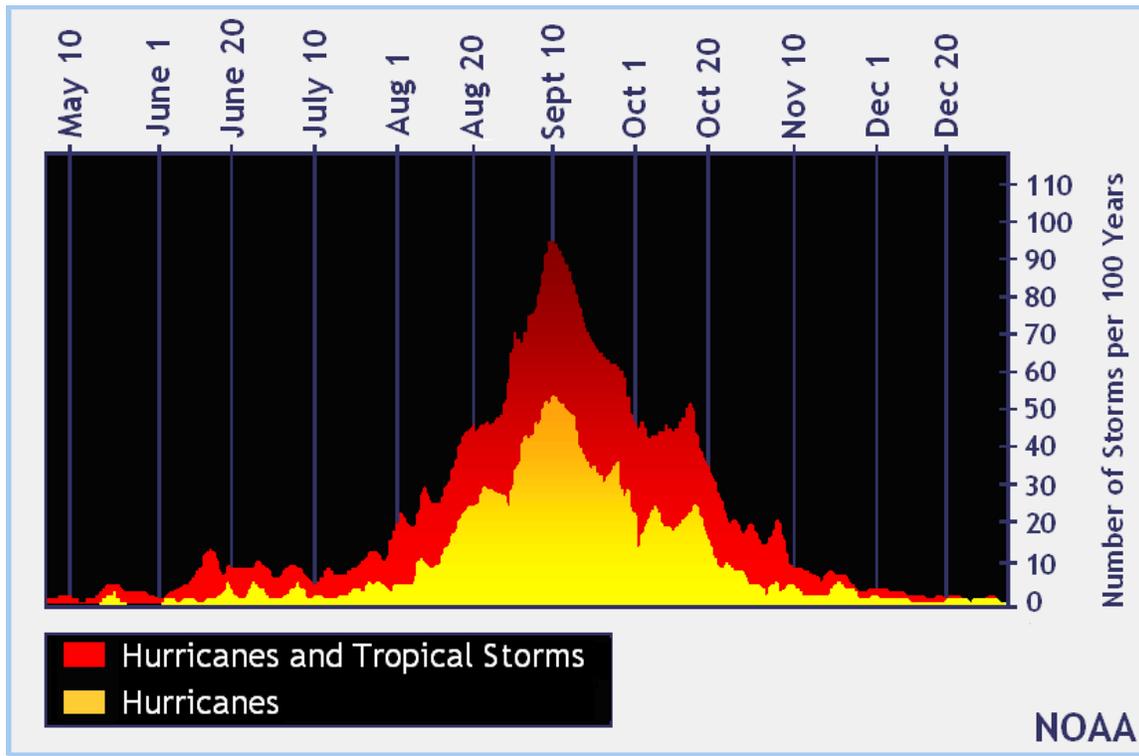
Longitude 82°44'14"

### **PUBLIC WORKS SHOP – Evacuation Level A (Red)**

#### **6967½ Sunset Dr. S.**

## PREPAREDNESS INFORMATION FOR POTENTIAL LANDFALL

*Hurricane Season is June 1<sup>st</sup> through November 30<sup>th</sup> – Prepare in advance.*



**5-Day Cone Alert** – Issued when a hurricane is within approximately 5 days at its current speed of affecting the Tampa Bay area, based on the hurricane’s projected path. Due to forecasting limitations, at this stage the predicted path may be off by as much as 220 miles up or down the coast.

**3-Day Cone Alert** – Issued for a potential threat that a hurricane is within approximately 3 days at its current speed of affecting the Tampa Bay area, based on the hurricane’s projected paths. At this stage the predicted path may be off by as much as 75 miles up or down the coast.

**Hurricane Watch** – Issued approximately 48 hours to projected landfall.

**Hurricane Warning** – Issued approximately 36 hours to projected landfall. When possible, evacuation recommendations are made prior to issuing of Hurricane Warning status for Pinellas County. At this stage the predicted path may be off by as much as 42 miles up or down the coast.

**Landfall Imminent** – 12 hours or less to projected landfall.

**Landfall** – Technically, landfall is when the eye of the storm comes ashore. For practical purposes, landfall can be regarded as the time when sustained winds of 50 mph or greater are achieved, as this is when it becomes unsafe to operate emergency response vehicles.

**Recovery** – The period after the storm has passed until normalcy is restored is the recovery period. The early phase of the recovery period involves restricted access, even for the residents of the affected areas. In the early phases of recovery, even after re-entry has begun, restrictions on freedom of movement and curfews are likely to be in effect.

**Restricted Re-Entry** – Immediately following a storm, the affected areas must be assessed to determine if there are any health and safety issues that must be resolved before the usual occupants of the area may return, including residents. Debris must be cleared so that streets are passable, the functionality of plumbing and water systems must be established, level of damage to buildings and whether they are safe to re-occupy must be determined, etc. Sometimes Search & Rescue operations must be conducted, along with treatment of the injured.

**Re-Entry** – When any extraordinary health and safety issues have been resolved, re-entry may be authorized. The Sheriff is the sole authority to authorize re-entry into evacuated areas of the county. The Sheriff will coordinate re-entry with local officials. Re-entry will not be attempted during darkness.

**Mitigation** – Once the recovery phase has ended, a municipal re-development task force is assembled to work with the county Local Mitigation Strategy Workgroup to review the incident and the effectiveness of the plan, and update the plan as needed.

## **HURRICANE ALERT CONDITIONS – PLAN OF OPERATIONS**

**5-DAY CONE.** Any time Pinellas County is placed within a 5-day cone Hurricane Alert, all employees should review their personal hurricane readiness plans and supplies. The EOC will be activated in monitoring mode during hurricane alert conditions.

### **GENERAL DEPARTMENT RESPONSIBILITIES**

Each department in the city should review the City's Emergency Action Plan and their particular responsibilities. Staff should be briefed on responsibilities, and emergency procedures reviewed and supplies inventoried for par levels. Review communications plan and confirm status of employees' readiness.

## **HURRICANE WATCH CONDITIONS – PLAN OF OPERATIONS**

Any time Pinellas County is placed on a Hurricane Watch condition (48 hours until projected landfall), all designated employees should start preparing for the protection of their homes and families and be ready to return to work should conditions warrant their presence. The EOC will be partially activated during hurricane watch conditions.

### **DEPARTMENT RESPONSIBILITIES**

#### **Fire Department:**

- Notify Mayor/Commission and Department Heads.
- Notify members of department.
- Notify Community contacts.
- Notify hospital and nursing homes.
- Make sure there is diesel and unleaded fuel in the tanks. Fuel all vehicles.
- Check EOC supplies.
- Verify what equipment is to be relocated.
- Relieve on-duty shift to prepare home and family, if necessary.

#### **Public Works Department:**

- Fuel all vehicles.
- Check City property for loose debris that may cause damage in high winds.
- Notify employees.
- Verify equipment to be relocated.
- Check EOC supplies.

#### **Community Improvement Department:**

- Fuel vehicles.
- Prepare to secure important documents.
- Notify employees.
- Verify equipment to be relocated.
- Check EOC kit.

#### **Finance Department:**

- Prepare to secure important documents.
- Notify employees.
- Verify equipment to be relocated.
- Check EOC supplies.

#### **Administration Department:**

- Prepare to secure important documents.
- Notify employees.
- Verify equipment to be relocated.
- Check EOC supplies.

Note: All heavy tree trimming and dead branch removal should be completed each year prior to hurricane season, which starts June 1<sup>st</sup>.

## **HURRICANE WARNING CONDITIONS – PLAN OF OPERATIONS**

Anytime Pinellas County is placed on a Hurricane Warning condition (36 hours until projected landfall), it will be the responsibility of all City employees to contact their respective Department Heads to find out if they are to return to duty. The EOC will be fully activated during hurricane warning conditions.

### **DEPARTMENT RESPONSIBILITIES**

#### **Fire Department:**

- Activate EOC at fire station.
- Notify Mayor/Commission and Department Heads.
- Activate call back list for full or partial activation.
- Call an Officer's Meeting to assign details, establish relief shifts, eating and sleeping schedules.
- Call persons on special needs list.
- Coordinate opening of Alternate EOC with Treasure Island and St. Pete Beach.
- Notify Community contacts of time of evacuation order and when buses are scheduled to arrive.
- Dispatch personnel to notify citizens to evacuate when order is issued.
- Make necessary arrangements to supply food for EOC.
- Maintain normal emergency operations as long as weather permits.
- Maintain a detailed log and document all activities on Employee Activity Log
- And Unit Activity Log (Forms included in Appendix).
- Prepare fire station for evacuation (secure utilities, etc.).
- Evacuate all equipment and personnel to the appropriate Alternate EOC.

#### **Public Works Department:**

- Recall necessary personnel.
- Report to EOC for instructions.
- Move all City vehicles not being utilized to the appropriate Alternate EOC.
- Assist City Hall in securing tagged equipment.
- Assist in setting up and staffing Alternate EOC.
- Relocate items at Public Works.
- Secure City Hall and Public Works.
- Secure lift stations.
- Report and document all activities on Employee Activity Log and Unit
- Activity Log (Forms included in Appendix).
- Assist as needed in the evacuation.
- Assist with Initial Damage Assessment after the storm.

**Community Improvement Department:**

- Recall necessary personnel.
- Report to EOC for instructions.
- Assist in moving equipment.
- Prepare to answer telephones and advise public as directed by the EOC.
- Document and record all activity on Employee Activity Log and Unit Activity Log (Forms included in Appendix).
- Assist in damage assessment after the storm.

**Finance Department:**

- Recall necessary personnel.
- Report to EOC for instructions.
- Assist in moving items.
- Answer phones and provide information to the public as directed by the EOC.
- Document and record all activity on Employee Activity Log and Unit Activity Log (Forms included in Appendix).
- Start necessary record keeping ensuring accuracy and uniformity.

**Administration Department:**

- Recall necessary personnel.
- Report to EOC for instructions.
- Assist in moving items.
- Answer phones and provide information to the public as directed by the EOC.
- Record and document all activity on Employee Activity Log and Unit Activity Log (Forms included in Appendix).
- Communicate with the EOC and coordinate assignments and relief for City Hall employees.

## **EMERGENCY OPERATION CENTER (EOC)**

An EOC is the location where an organization comes together during an emergency to coordinate response and recovery actions and resources. It is not an incident command post; rather, it is the operations center where coordination and management decisions are facilitated.

The EOC serves as the coordination and control point for activities in response to the disaster. The organization of the EOC may be adjusted to reflect the nature of the disaster, and the changes to the management structure for a specific hazard or event.

Managing response and recovery operations involves a tremendous amount of information. The EOC's job is to collect this information and to manage and control event information and response activities. Typically, the information flow will look something like this:

1. Incident occurs
2. Notification sent to staff
3. Status evaluated by EOC managers
4. EOC activated, Incident Log opened
5. SOGs implemented using checklists
6. Tasks assigned according to plan
7. Resource allocation (tracked in log)
8. Task performance (tracked in log)
9. Status briefings and updates issued at regular intervals

The EOC is structured using National Incident Management System (NIMS) concepts and traditional Emergency Support Functions (ESFs) as outlined in the National Response Plan, the Florida CEMP, and the Pinellas County CEMP.

In the case of an approaching hurricane, there will be three levels of EOC activation: Monitoring Activation, Partial Activation and Full Activation.

When a Hurricane Alert is issued, the EOC may be activated in Monitoring Mode.

When a Hurricane Watch is issued, the EOC may be Partially Activated.

When a Hurricane Warning is issued, the EOC may be Fully Activated.

To provide for effective coordination between the City Commission, Department

Heads and the news media prior to full activation of the EOC, an EOC Sub Center will be established in the following areas:

Commission Chambers - For use by the Mayor and Commissioners for formulation of policy for conducting emergency operations.

Second Floor Conference Room - Operation room for use by the City Department Heads for coordination and direction of emergency.

Administration – For personnel assigned to answer phones and provide authorized information to citizens.

**EOC Activation:**

In case of a natural disaster or peacetime emergency affecting the City, the EOC will be activated by the Fire Chief/Incident Commander. Pinellas County Emergency Management will be notified by the Fire Chief/Incident Commander upon activation of the EOC.

The primary Emergency Operation Center will be used as long as possible. When evacuation of the primary EOC is required, all operations will be moved to the Alternate EOC.

**EOC Staffing:**

Response levels within Pinellas County will be established by the Pinellas County Director of Emergency Management based on information from the National Hurricane Center. Upon activation of the County EOC, response levels will be established by the County EOC/Executive Policy Group. In coordination with County action, the City EOC will be activated by the Incident Commander based upon the conditions threatening the City of South Pasadena.

Upon activation of the EOC, all Department Heads will be notified when to report to the EOC, whom to report to and in what area.

**Monitoring Mode** – Confirm status of projected event, communications within the department and City staff, and responsibilities as the event unfolds. Prepare EOC area(s) for staffing.

**Partial Activation** – City Disaster Committee will meet at the identified location to determine staffing level for partial activation. If City Hall has not yet been evacuated, EOC sub-centers may be used.

**Full Activation** – City Disaster Committee will meet at the identified location to determine staffing level for full activation. If an evacuation order has been given, St. Pete Beach and Treasure Island will be relocating to the secondary EOC at Pasadena Community Church. Even if only a level A evacuation has been ordered, South Pasadena will relocate to the secondary EOC to facilitate operations among the three cities.

**Location of Primary EOC:**

Fire Station 20  
1477 Pasadena Ave. So.  
South Pasadena, FL 33707-2150  
(727) 344-1666 Fax (727) 381-4324

Latitude 27°45'15.18" N  
Longitude 82°44'17.85" W  
Evacuation Zone: A

**Location of Secondary EOC:**

Pasadena Community Church  
Life Enrichment Center  
227 70th Street S  
St. Petersburg, FL 33707  
(727) 381-2499 Fax (727) 343-7743

Latitude 27° 46' 4.08" N  
Longitude 82° 44' 7.512" W  
Evacuation Zone: C

**Location of Tertiary EOC:**

St. Petersburg College  
Midtown Center  
1300 22<sup>nd</sup> Street S  
St. Petersburg, FL 33712  
(727) 341-7156 Fax (727) 444-6881

Latitude 27° 47' 28.00" N  
Longitude 82° 39' 46.00" W  
Evacuation Zone: Non-Evac

In emergencies that take place with little or no warning, such as tornadoes, preparation activities will begin immediately upon notification that the decision has been made to activate the EOC.

**EOC Communications:**

The Fire Chief/Incident Commander will maintain communications with Pinellas County Emergency Management via the Pinellas County 800 MHz SmartZone trunked radio system (the Fire/EMS dispatch system), channel EOC, "A" (zone E, position 5).

Communications at the EOC will be handled face-to-face, or with runners.

Incoming communications to the EOC from the public will be through normal channels such as landline telephone, cellular telephone, fax machine, or email, as long as they are available.

Communications between EOC staff and City staff will be through normal channels when they are available.

**Portable Radios:**

Portable radios and chargers will be assigned to the Fire Department, Community Improvement and Public Works for communications with the EOC and between Departments. As the telephone system will probably be tied up with incoming calls, portable radios will be the primary means of communication. If it becomes necessary to move to the Alternate EOC, all radios and chargers will be brought to that location.

**Fax Machine:**

For events which do not require evacuation, fax machines should be left in the "receive" mode for receipt of updated storm and operational conditions from the Pinellas County EOC.

	<u>Phone Numbers</u>	<u>Fax Numbers</u>
City Hall	727-347-4171 727-347-4172 727-345-7268	727-345-0518
Community Improvement	727-343-4192	727-381-4819
Public Works	727-384-0701 727-345-8242 727-347-3646 (shop)	727-347-4254
Fire Department	727-344-1666 727-344-1667 727-343-3769 (unlisted)	727-381-4324

**Cell Phones**

Fire Chief	727-420-8120	Bldg. Official	727-542-4280
Deputy Chief	727-420-3025	Code Enforcement	727-709-8035
Truck 20	727-420-3573	Public Works Dir.	727-580-0472
Rescue 20	727-386-2969	Works Asst. Dir.	727-580-3001
City Admin/Clerk	727-580-0222	Public Main. Supervisor	727-580-0508

### **EMERGENCY STAFFING BY DEPARTMENT**

During an emergency and the recovery period which follows, City staff assigned to work should report to their normal work locations, when possible, unless directed otherwise. If this is not possible, they will be advised by their respective Department Heads where to report for work.

Emergency staffing levels will be determined on a situation-by-situation basis by the Incident Commander in consultation with the City Disaster Committee. The chart below indicates minimum staffing capabilities for reference.

<b>DEPARTMENT</b>	<b>POTENTIAL STAFF</b>	<b>MONITORING</b>	<b>PARTIAL ACTIVATION</b>	<b>FULL ACTIVATION</b>	<b>TERTIARY EOC</b>
<i>ADMINISTRATION</i>	3	0	1	2	0
<i>FINANCE</i>	3	0	0	2	0
<i>PUBLIC WORKS</i>	9	0	4	8	0
<i>COMMUNITY IMPROVEMENT</i>	4	0	1	2	0
<i>FIRE DEPARTMENT</i>	21	2	21	21	21
<i>PCSO</i>	2	0	0	2	0

All personnel are requested to have a personal evacuation plan in place and, prior to activating the secondary EOC, non-essential personnel will be released to go to safety. They are requested to leave phone numbers so that they can be contacted during and after the event.

## **ALTERNATE EOC OPERATIONS**

*This section also adopted by Treasure Island and St. Pete Beach*

Location: Pasadena Community Church 112 70th Street South St. Petersburg Florida 33707	Life Enrichment Center 227 70 <sup>th</sup> Street South St. Petersburg, Florida 33707
Latitude 27° 46' 6.492" N Longitude 82° 44' 2.508" W	Latitude 27° 46' 4.08" N Longitude 82° 44' 7.512" W

The purpose of the alternate EOC is to provide an area to conduct emergency operations when it is no longer possible to use the Primary EOC. In most cases, the alternate EOC would only be activated when a hurricane or severe flooding conditions affect our City.

The alternate EOC is being shared per mutual agreement by the cities of South Pasadena, Treasure Island and St. Pete Beach. When any one of the Cities activates the alternate EOC, the other two Cities, Pinellas County Emergency Management and the County 911 Dispatch Centers will be notified.

ID badges will be issued to all authorized persons in the alternate EOC to distinguish them from members of the public who may be trying to use the alternate EOC as a shelter. Any members of the public showing up at the alternate EOC will be staged in a common area and as soon as transportation can be arranged, they will be transported to a public shelter.

**ASSIGNED AREAS:** To provide for effective coordination of operations in the alternate EOC, areas are assigned for the following uses:

1. **ADMINISTRATION** - Each City will be assigned an area for use by the elected and administrative staff for after the storm or event for their operational decision-making.
2. **COMMUNICATIONS** - A room has been designated to be used for emergency communications. Police and Fire emergency calls will be received from the County 911 Dispatch Centers. The following channels will be monitored:
  - Pinellas County Emergency Communications Dispatch (A-Alpha)
  - Assigned tactical channel(s)
  - Administrative/hailing channel (A-Kilo)
  - Low priority sub-fleet (C-India)
  - Pinellas County Emergency Management - 800 MHz (EOC, "A")
  - Police / Sheriff - local frequencies (Zone E / Echo & Foxtrot ns)

Cell phones will be available for additional communications.

When fully activated, Police Department dispatchers from the city of Treasure Island will be assigned to radio duties.

For administrative matters or communications necessary for intercity operations, other radios may be made available so as not to interfere with emergency communications. Each city will assign one member to the communications room to deliver call assignments to the Dispatch Officer.

To maintain updated weather information, a portable color television set will be provided by the Treasure Island Fire Department and be assigned to the communications room. All cities are encouraged to bring a battery-operated television set to the alternate EOC to provide weather information and entertainment for standby personnel throughout the alternate EOC.

3. **FIRE CHIEFS** - Have been assigned an area for use in coordination of emergency activities.
4. **POLICE & FIRE** - For standby of on-call emergency crews awaiting assignment. Supervisory personnel will be responsible for the following:
  - dispatch assignments
  - log maintenance, including type of call, equipment and names of personnel responding
  - meal assignments
  - rotation of rescues assigned to shelters
  - maintaining equipment availability list
  - rotation of on-call crews

A Dispatch Assignment Board will be maintained by the Dispatch Officer. Once the alternate EOC is fully operational, the Dispatch Officer may have the authority to dispatch the equipment of any city to emergency calls.

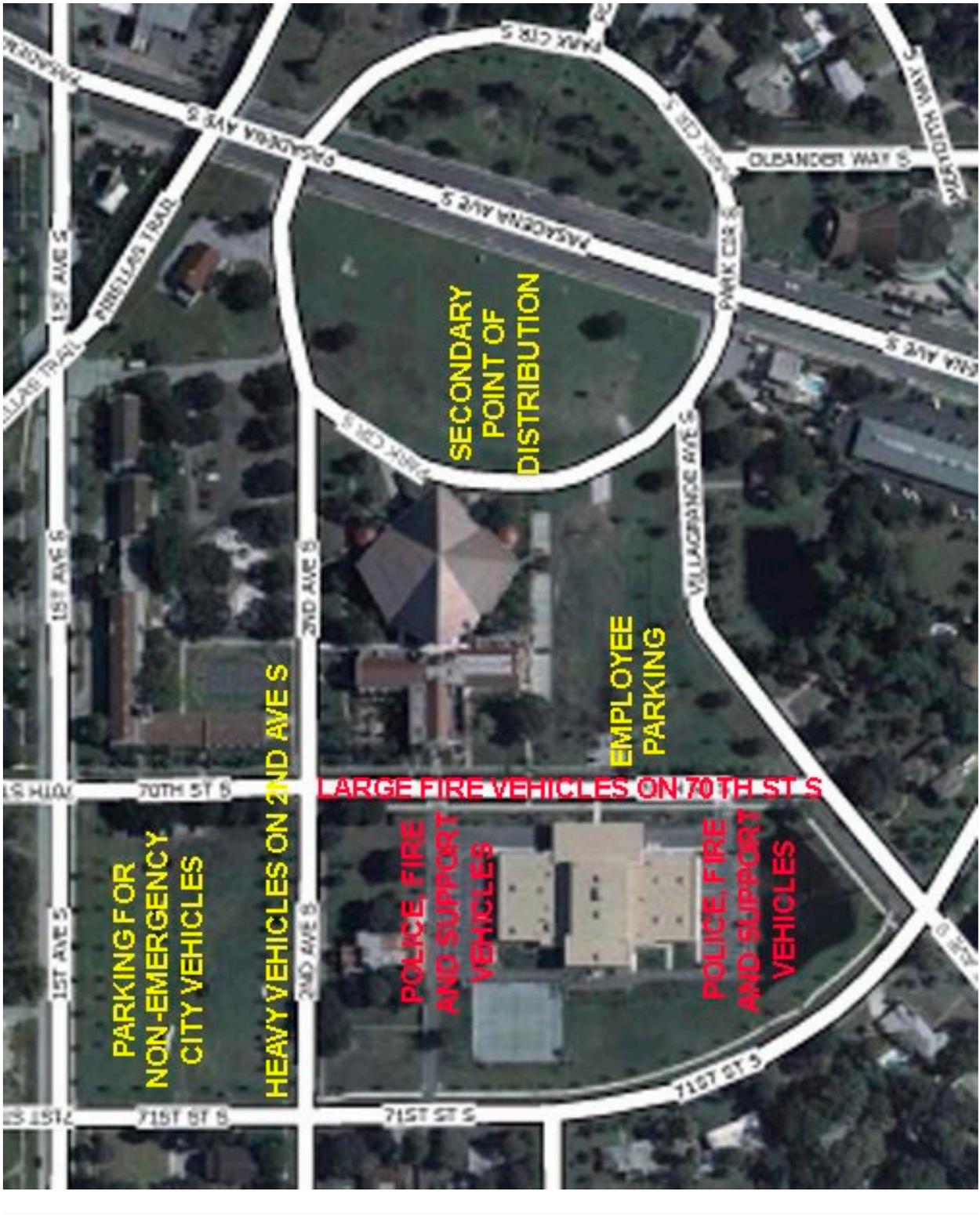
5. **OTHER CITY EMPLOYEES** - (Public Works, Maintenance, etc.) - Those cities requiring other city employees to be present at the alternate EOC will provide the necessary supervision to assign and relieve these employees to perform such duties necessary for effective EOC operations (meals, cleaning, etc.).
6. **FAMILY AREAS** – Family members are not allowed to utilize the alternate EOC as a hurricane shelter. Employees must ensure that family members have a disaster plan and disaster supplies in place prior to activation of the alternate EOC. Evacuation recommendations and sheltering options from Pinellas County Emergency Management may be found at:  
<http://www.pinellascounty.org/emergency/guide/6-Stay-or-Go-Options.pdf>

7. **FEEDING** - When fully activated, Recreation Department personnel from the cities of St. Pete Beach and Treasure Island will be responsible for the coordination, procurement and scheduling of meals and cleanup operations for the EOC. Each city will assign at least five non-emergency personnel to assist. For the City of South Pasadena, Commission and Administrative personnel will assist.

If needed, the Red Cross will supply food for the EOC after the initial 24-hour period if roads are accessible and passable. Requests should be directed through the Red Cross representative at the County EOC.

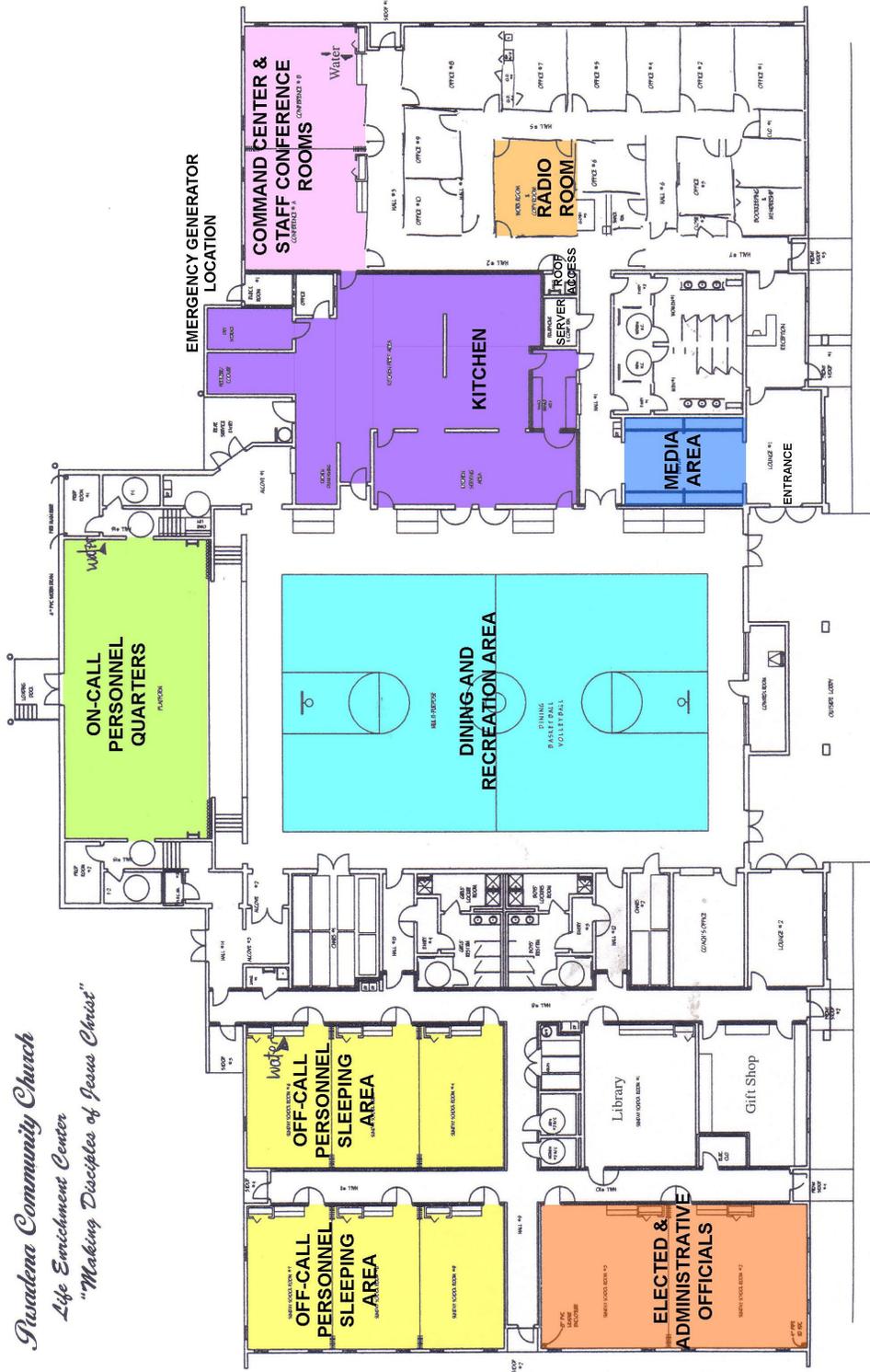
8. **SMOKING** - Smoking will *not* be permitted inside the alternate EOC. Smoking will be permitted in designated outdoor areas only.
9. **EMERGENCY POWER** - The Life Enrichment Center building at Pasadena Community Church has been outfitted with an electrical transfer switch that enables the entire building to be powered by a portable generator of sufficient size. Treasure Island will provide their 100-kW portable generator for this purpose.

St. Pete Beach has made arrangements with their fuel vendor, McMullen Oil Company Inc. (11965 49<sup>th</sup> Street N, Clearwater, FL 33762), to provide two 500-gallon portable tanks of on-road-grade diesel fuel and a manual fuel pump to be delivered to the Life Enrichment Center building. This fuel is to be used for powering the portable generator and to fuel emergency response and public works vehicles in the immediate aftermath of a storm. To meet this agreement, McMullen Oil Company Inc. needs 72 hours' notice prior to delivery.



**SECONDARY EMERGENCY OPERATIONS CENTER**  
**SOUTH PASADENA, ST. PETE BEACH & TREASURE ISLAND**

*Pasadena Community Church*  
*Life Enrichment Center*  
*"Making Disciples of Jesus Christ"*



**227 70TH STREET SOUTH**  
**ST. PETERSBURG**

## **EOC SUPPLY CHECK LIST**

An EOC kit consists of items which Department Heads feel would be necessary for effective operations at the Alternate EOC.

In May of each year, Department Heads will review their list and refer any changes to the Fire Chief for inclusion in the Emergency Action Guide.

EOC kits for each Department are listed below.

### **FIRE DEPARTMENT**

#### **EOC SUPPLY CHECKLIST**

Information:

- City maps/grid maps
- Hurricane tracking chart
- City Emergency Action Guide
- Pinellas County CEMP
- Florida Field Operations Guide (All Hazard Guide)
- Resource Typing List -- heavy equipment, supplies
- Florida Fire Chiefs' Disaster Response Plan
- Damage Assessment SOG
- Forms
- State Mutual Aid Plan

Communications:

- Multi-plug outlet
- Fire Department portable radios and chargers
- Television
- Cell telephones with charger and extra batteries
- Fax machine on "receive" mode

Miscellaneous:

- Message pads/pencils
- Grease pencils/markers
- Battery operated lights
- Emergency power generator/extension cords/lights
- Water, coffee, etc.
- Status boards
- Clip boards
- Batteries

**PUBLIC WORKS**

**EOC SUPPLY CHECKLIST**

1. Chainsaw
2. Concrete saw and blades
3. Brooms, shovels and rakes
4. Gas blowers
5. Gas and oil - 2 cycle oil
6. Chains and straps and chaps
7. Hand tools
8. Tractor and fuel
9. Flashlights
10. Torch (gas)
11. Power pruning saw
12. Generator (gas)
13. Marking paint
14. Signs and posts
15. Post driver
16. Sign bolts
17. Safety cones
18. Barricades
19. Traffic paint
20. Ice chest
21. Water jugs
22. Gas cans
23. Come-a-Long
24. All-weather gear, i.e., rain suits
25. Hydraulic jack
26. Wheelbarrow
27. 8' stepladder
28. Reciprocating saw
29. Circular saw
30. Hammer drill
31. 3" grinder
32. Cell phones and chargers
33. Battery charger (6V-12V)
33. Battery charger (6V-12V)
34. "Bridge Closed" signs
35. Loppers
36. Safety hats, vests and glasses

**FINANCE DEPARTMENT**

1. Pens, paper, pencils, columnar pads
2. Checks, cash, credit cards
3. Computer backups, calculator
4. Vehicle registrations and keys
5. Insurance policies
6. Telephone numbers
7. Laptop computer
8. FEMA rebate forms

**ADMINISTRATION DEPARTMENT**

1. Hand held tape recorder, audiotapes
2. Paper, pens, pencils, stapler, staple remover, tape, scissors
3. Batteries
4. Typewriter or laptop computer, computer disks
5. Notary seal, City seal
6. Rolodex
7. Government in the Sunshine Manual
8. Robert's Rules of Order
9. City Code
10. Policy and Procedures Manual
11. Employee Manual
12. Emergency ordinances and resolutions
13. Meeting procedures

**COMMUNITY IMPROVEMENT DEPARTMENT**

1. Code Book
2. TBRPC Directory
3. Pen, pencil, pad
4. Employee telephone numbers
5. Personal Products, i.e., daily medicine, toothbrush, toothpaste, change of clothes, washcloth, deodorant, etc.
6. Calculator

**Pasadena Community Church Life Enrichment Center – SECONDARY EOC**

227 70<sup>th</sup> Street South  
St. Petersburg, FL 33707

**Contacts:**

**Primary:**

Anita Marshall  
804-3130 (Cell)  
381-2499 X220 (Church)

**Secondary:**

Steve Salvaggio  
430-5546 (Cell)  
381-2499 X275 (Church)

**Senior Pastor:**

Rev Corey Jones  
381-2499 X212 (Church)

---

**SPC MIDTOWN CENTER – TERTIARY EOC**

1300 22<sup>nd</sup> Street S  
St. Petersburg, FL 33712

**Contacts:**

**Primary:**

Amanda Benson  
341-4501 (Cell)  
341-7156 (Work)

**Secondary:**

Andrew MacPherson  
541-591-2351 (Cell)  
341-4373 (Work)

---

**Treasure Island Fire Department**

180 108<sup>th</sup> Ave.  
Treasure Island, FL 33706

**Contact:**

Fire Chief William "Trip" Barrs  
260-2367 (Cell)

---

**St. Pete Beach Fire Department**

7301 Gulf Blvd.  
St. Pete Beach, FL 33706

**Contact:**

Fire Chief Jim Kilpatrick  
871-0926 (Cell)

---

**St. Petersburg Fire Department**

400 9<sup>th</sup> Street South  
St. Petersburg, FL 33701

**Contact:**

Fire Chief Keith Watts  
893-7694 (work); 893-7935 (fax)

Emergency Management Division Amber Boulding 893-7683 (work)

## **EVACUATION PROCEDURES**

### **AUTHORITY:**

The Governor is empowered to issue an evacuation order. However, in the event the Governor fails to order an evacuation as early as required by local conditions, the Board of County Commissioners may order an evacuation within its physical boundaries. The same is true for the mayor of any municipality in Pinellas County. However, the evacuation order of a higher level of government is binding upon a lower level of government.

### **LOCAL EVACUATION:**

When a local evacuation is ordered by the mayor, the level of evacuation will be determined by the Fire Chief or his/her designee acting as the Incident Commander, based upon the threat to areas included in or adjacent to the disaster site. Citizens will be relocated from the affected areas to Hibiscus Hall. If this temporary shelter is insufficient, or if evacuation will be for more than several hours, the Incident Commander will notify Pinellas County Emergency Management to request opening of shelters.

### **HURRICANE EVACUATION:**

Evacuation will be ordered by the Board of County Commissioners upon recommendation of the Response Operations Coordination Group (ROC). The Incident Commander represents the City on the Response Operations Coordination Group (ROC) to provide information on local conditions affecting the issuance of evacuation orders for South Pasadena. Pinellas County Emergency Management must be notified of the issuance of the evacuation order so that preparation for traffic control and shelters can be made.

## **EVACUATION ROUTES**

### **LOCAL DISASTER:**

During a localized disaster situation, evacuation of the affected area should be determined by the type and extent of the disaster and the best route to safety.

### **HURRICANE EVACUATION ROUTE:**

The evacuation routes for citizens leaving South Pasadena to safe areas, emergency shelters, or inland areas are Pasadena Ave. or Park St. heading north, or Gulfport Blvd. heading east.

### **TRAFFIC CONTROL:**

Traffic control points will be established by the Pinellas County Sheriff's Office and local police agencies during both evacuation and re-entry. Sheriff's Deputies will be stationed at Gulfport Blvd. and Pasadena Ave. and on the Corey Causeway. Once the evacuation order is issued, the traffic on Pasadena Ave. will become extremely heavy as traffic leaves St. Pete Beach. For this reason, ***we must encourage residents to make their own plans and to leave early.***

**INVALIDS OR DISABLED PERSONS:**

Those who have notified Pinellas County Emergency Management or the Fire Department of the need for assistance will be contacted when an evacuation is ordered. Assistance with transportation to a shelter will be provided, if needed. The list of citizens requesting assistance with evacuation is updated each year at the beginning of hurricane season. Early evacuation may begin during the Hurricane Watch period. Invalids needing stretcher transport should make arrangements through their care-givers to be transported by private ambulance to a hospital or nursing home that is in a safe area.

When an evacuation is ordered, buses are sent to the Fire Department. Fire Department personnel will be assigned to each bus to assist with the evacuation of citizens who have no other means of transportation. Evacuees will be logged in and transported to an assigned shelter. Portable radios will be assigned to personnel on buses to coordinate with the EOC. Buses will be supplied by the County.

**RE-ENTRY FOLLOWING EVACUATION:**

Following a disaster situation requiring evacuation, the evacuated area will be secured by the Sheriff's Department in order to prevent unauthorized entry. Traffic control and security checkpoints will be established to restrict re-entry and to check identification of citizens once re-entry has been approved.

Citizens who have self-evacuated should re-enter only *after* the City has been declared safe for re-entry.

Information on re-entry status will be provided to the media for broadcast to the public.

When re-entry is authorized, buses will be assigned to bring back the individuals that were transported to public shelters.